

No.A.28019/1/2010-P& AR (GSW)  
GOVERNMENT OF MIZORAM  
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS  
(GENERAL SERVICE WING)

OFFICE MEMORANDUM

*Dated Aizawl, the Aizawl, the 13<sup>th</sup> Sept., 2012*

**Subject:** *Procedure for Maintenance of Performance Appraisal Reports (PARs) in respect of Head of offices in the District.*

The undersigned is directed to say that consequent upon acceptance of Item 2 in the Council of Ministers' meeting held on 21/08/2012, the District charge Officers' Performance Appraisal Reports (PARs) shall henceforth be reported upon by the concerned Deputy Commissioner of each District, reviewed and accepted by the concerned Head of the Department and the Secretary of the Department respectively.

2. This order shall take effect from the financial year ending 31.03.2013.

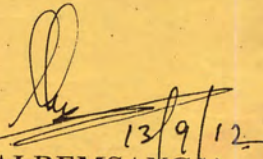
3. All Administrative Departments/Heads of Departments are requested to bring to the notice of all District offices under them for strict implementation of the above instruction.

4. Receipt of this Office Memorandum may kindly be acknowledged.

**Sd/-R. ZARZOSANGA**  
Joint Secretary to the Government of Mizoram

Memo NO.A.28019/1/2010-P& AR (GSW) : Dated Aizawl, the 13<sup>th</sup> Sept., 2012  
Copy to:-

1. Secretary to the Governor, Mizoram
2. Principal Secretary to Chief Minister, Mizoram
3. P.S to all Ministers/Speaker/M.O.S/Dy.Speaker, Mizoram
4. P.S to all Parliamentary Secretaries, Govt. of Mizoram
5. P.P.S to Chief Secretary, Govt. of Mizoram
6. Secretary, MPSC, Aizawl
7. All Administrative Departments
8. All Heads of Departments
9. Controller, P & S with 5 (five) spare copies for publication in the Mizoram Gazette.
10. Guard File.

  
13/9/12  
(R.LALREMSANGA)  
Under Secretary to the Government of Mizoram  
Deptt. of Personnel & Adve. Reforms