



Vanaja N Sarna
Special Secretary & Member

भारत सरकार
GOVERNMENT OF INDIA
(वित्तमंत्रालय/ राजस्व विभाग)
MINISTRY OF FINANCE/DEPARTMENT OF REVENUE
केंद्रीय उत्पाद एवं सीमा शुल्क बोर्ड
CENTRAL BOARD OF EXCISE & CUSTOMS
NORTH BLOCK, NEW DELHI - 110001
NEW DELHI, the 8th, March, 2017

My dear Chief Commissioners/ DGs,

Subject: Online filing of APAR by the officers of IRS (C&CE) for year 2016-17-reg.

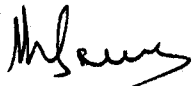
The APAR module enabling online filing of Annual Performance Appraisal Report (APAR) by the officers of IRS (C&CE) will be made online w.e.f. 15th March 2017. The APAR module can be accessed by logging in to <http://sparrow-irs.eoffice.gov.in>. The DGHRD, vide letter of even number dated 16th February 2017, had issued detailed guidelines in this regard which are available on the main page of the DGHRD website www.dghrdcbec.gov.in.

2. One of the most critical and essential requirements for filing of APAR online in SPARROW is that the Adhaar number of the officer should be linked to his present mobile number.

3. All the Chief Commissioners /Director Generals should ensure that all the Group 'A' officers under their charge get their present mobile number linked to their Adhaar card. The officers should be further advised to log in to SPARROW and verify their Adhaar number in SPARROW latest by 20th March 2017. I would request your personal intervention to ensure the above.

With Regards,

Yours Sincerely,


(Vanaja N. Sarna)

All Chief Commissioners of Customs and Central Excise
All Director Generals of Customs and Central Excise