

A-28011/24/2018-APAR Cell
भारत सरकार/Government of India
कारपोरेट कार्य मंत्रालय/Ministry of Corporate Affairs

Room No. 537, 'A' Wing
5th floor, Shastri Bhawan, New Delhi
Dated: 05th November, 2018

OFFICE ORDER

With the approval of Competent Authority, the following revised channel of submission of APAR in respect of ICLS officers, Ministry of Corporate Affairs, has been prescribed:

S. No.	Post/Grade	Channel of Submission of APAR
1.	Regional Director (RD)	(i) Reporting Authority: Director General, CA (ii) Reviewing Authority: Addl. Secretary, CA (iii) Accepting Authority: Secretary, CA
2.	Registrar of Companies (ROC)/ROC-cum-OL (except ROC posted in CRC)	(i) Reporting Authority: Regional Director (ii) Reviewing Authority: Director General, CA (iii) Accepting Authority: Secretary, CA
3.	Official Liquidator (OL)	(i) Reporting Authority: Regional Director (ii) Reviewing Authority: Joint Secretary (iii) Accepting Authority: Secretary, CA
4.	Director or DII (in Dte. General)	(i) Reporting Authority: Director General, CA (ii) Reviewing Authority: Addl. Secretary, CA (iii) Accepting Authority: Secretary, CA
5.	Director or DII (in MCA Hq.)	(i) Reporting / Reviewing Authority: As per channel of reporting. (ii) Accepting Authority: Secretary, CA
6.	Heads of Office (HOO) of CRC & ICLS Academy	(i) Reporting / Reviewing Authority: As per channel of reporting. (ii) Accepting Authority: Secretary, CA
7.	Officers other than HOO [in MCA/Dte. Gen (except Director & DII), Regional Dte., Field Offices, CRC, ICLS Academy]	(i) Reporting / Reviewing / Accepting Authority: As per channel of reporting.

2. APAR writing channel in respect of Director General, CA, as prescribed vide Office Order dated 05.12.2017 shall remain unchanged.

3. Changes in the respect of APAR proforma in SPARROW module shall be done accordingly in consultation with NICS.


(Manish Kumar Sahay)

Under Secretary to the Govt. of India

Ph. 011 2338-3507

To,

1. PPS to Secretary/ AS/ DGCoA/JS(AA)/JS(K)/JS(G)/JS(AC)
2. All DIIs/Directors/RDs/ROCs/ROC-cum-OLs/OLs
3. Chairman, IBBI/General Manger, IPEFA/ Director, SFIO/ROC, CRC/Director, ICLS Academy - for information and circulation among ICLS officers.
4. PS to DS(VK)/US(RV)/SO(Ad. II)
5. All ICLS officers posted in field offices-through their HOOs - for information.
6. All ICLS officers posted in MCA HQ.
7. e-Governance Cell- for uploading the Office Order under "APAR Status".