



F.No.2-67(1)/APAR/PDADMAS/2009-10/3119-23

Dated:09/03/2022

16

OFFICE ORDER

In pursuance of Council's letter of even no. dated 18.01.2022 regarding implementation of SPARROW (online APAR) in ICAR, the director ICAR-NIVEDI, Bengaluru is pleased to nominate Sh. Muraleedharan P. Administrative Officer & Head of Office to perform the role of Custodian of APAR & role _PAR Administrator of the employees of ICAR-NIVEDI with immediate effect and until further order. The following will be the responsibilities.

Role	Responsibilities
Role _custodian	1.He will responsible for disclosing the APAR to the employee and custodian of the APAR
Role_PAR Administrator	1. He will create workflow for the employee 2. He will generate Blank APAR form

This is issued with the approval of the Director, ICAR-NIVEDI, Bengaluru.


Administrative Officer

Distribution:

- 1.Sh Muraleedharan P., Administrative Officer ICAR-NIVEDI Bengaluru for information and necessary action.
- 2.P.A to Director, ICAR-NIVEDI Bengaluru for information
3. In-Charge, Computer Cell with a request to upload same in the Institute website
4. Guard file