

Government of Odisha

General Administration and Public Grievance(S.E.) Department

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No. 970 /SE

Dt. 07.07.2026

GAD-SEA-MISC-0002-2018

From

Shri Ghasiram Murmu

Special Secretary to Government.

To

The Addl. Chief Secretaries to Government/

The Principal Secretaries to Government/

The Commissioner-cum-Secretaries to Government/

The Special Secretaries to Government of all Departments.

Sub: Extension of deadlines for processing of the e-PAR for the period 2025-26 in respect of the Group-A & B officers of the State through the HRMS portal.

Ref: **The DoPT, Govt. of India, letter no. 11059/04/2025-AIS-III dated 30.06.2026.**

Sir,

I am directed to say that the last date for submission of the Self-Appraisal Report for the PAR period 2025-26 was till 31.05.2026, which was revised till **30.06.2026** vide this department's **letter no.856/SE dated 30.05.2026**. In the meantime, the Government of India, vide the above-referred letter, has further extended the timeline for submission of APAR for the year 2025-26 in respect of All India Service Officers, considering administrative exigencies and practical difficulties in the timely completion of the appraisal process.

Hence, in this regard, to maintain a uniform implementation of the appraisal mechanism, the Government has been pleased to extend the deadline for the process of online PARs for the period 2025-26, through the HRMS portal in respect of Group A & B category officers of the State as per the following schedule;

Activity	Cut Off Dates		
	Existing timelines	Revised timelines vide letter no.856/SE dated 30.05.2026	Further Revised Timelines
Self-Appraisal for the period 2025-26	31st May, 2026	30 <sup>th</sup> June, 2026	31st July, 2026
Appraisal by Reporting Authority	31st July, 2026	31st August, 2026	15 <sup>th</sup> September, 2026
Appraisal by Reviewing Authority	30th September, 2026	31st October, 2026	15 <sup>th</sup> November, 2026
Appraisal by Accepting Authority	31st December, 2026	31st December, 2026	31st December, 2026

It is requested that the revised deadlines be kindly circulated among all concerned to enable them to submit their self-appraisal reports online through HRMS and to record their remarks on the PARs of their subordinate officers within the deadlines as per the above calendar.

The concerned officers may also be advised not to wait till the fag end of the closing date and process their PARs sufficiently ahead of the deadline to avoid traffic congestion on the server.

Yours faithfully,



Special Secretary to Government.

Memo No. 971 / SE

Dt. 07.07.2026

Copy forwarded to the System Advisor, CMGI, Bhubaneswar for information and necessary action. The e-PAR system may be kept open strictly as per the above-revised date lines. The revised datelines may also be uploaded to the HRMS home page for wide publicity.



Special Secretary to Government.

Memo No. 972 / SE

Dt. 07.07.2026

Copy forwarded to all RDCs/all Collectors and District Magistrates with a request to bring it to the notice of all concerned under their administrative control.



Special Secretary to Government.

**F. No.11059/04/2025-AIS-III**  
**Government of India**  
**Ministry of Personnel, Public Grievances and Pensions**  
**Department of Personnel & Training**

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Kartavya Bhavan - 03, New Delhi

Dated: 30<sup>th</sup> June, 2026

To,

The Chief Secretaries of States / UTs

**Subject:- Extension of timelines for recording of PARs for the year 2025-26 in respect of AIS (IAS/IPS/IFS) officers by the Reporting / Reviewing / Accepting Authorities only - reg.**

Sir / Madam,

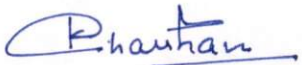
I am directed to refer to DoPT's letter dated 29<sup>th</sup> April, 2026, regarding extension of timelines for recording of PARs for the year 2025-26. In this regard, it has been decided with the approval of the Competent Authority to further extend the timelines for recording PAR for the year 2025-26 as mentioned in the table below, in relaxation of Rule 5(1) read with Schedule 2 of AIS (PAR) Rules, 2007 and 7A so as to give sufficient time to each authority, as indicated below: -

Activity	Cut off dates		
	Existing	Revised vide letter dated 29 <sup>th</sup> April, 2026	Further Revision
Self Appraisal for current year	31 <sup>st</sup> May, 2026	30 <sup>th</sup> June, 2026	<b>31st July, 2026</b>
Appraisal by Reporting Authority	31 <sup>st</sup> July, 2026	31 <sup>st</sup> August, 2026	<b>15th September, 2026</b>
Appraisal by Reviewing Authority	30 <sup>th</sup> September, 2026	31 <sup>st</sup> October, 2026	<b>15th November, 2026</b>
Appraisal by Accepting Authority	31 <sup>st</sup> December, 2026	31 <sup>st</sup> December, 2026	31 <sup>st</sup> December, 2026

3. Notwithstanding anything contained herein, no remarks may be recorded after 31<sup>st</sup> December, 2026 in the PAR of AIS officers for the PAR year 2025-26, in accordance with the 2<sup>nd</sup> proviso of Rule 5(1) of AIS (PAR) Rules, 2007, as amended.

4. The aforesaid relaxation is accorded as a onetime measure only.

Yours faithfully,



(Kavita Chauhan)

Under Secretary to the Government of India

Tel: 011 - 2401 0416

Copy for information and necessary action to :-

1. All Ministries /Departments of Government of India.
2. Ministry of Home Affairs, being Cadre Controlling Authority for IPS, Kartavya Bhavan - 03, New Delhi.
3. Ministry of Environment, Forest & Climate Change, being Cadre Controlling Authority for IFoS, Lodhi Road, Jor Bagh, New Delhi
4. The Under Secretary, EO(PR) Section, DOP&T - for information and necessary action.
5. NIC, DOPT - for uploading on DOP&T's website