



**Government of West Bengal  
Irrigation & Waterways Department  
Vigilance Branch  
Jalasampad Bhaban, 3rd Floor, Western Block  
Bidhannagar, Salt Lake City, Kolkata 700091**

No: 2762 - IE (V)

Dated : 16.09.2022.

From: Shri Debashis Halder, WBSS,  
Joint Secretary & Vigilance Officer.

To:

1. The D.P. & Ex- Officio Chief Engineer, I & W Directorate. Jalasampad Bhawan, Kol-91.
2. The Chief Engineer & Project Director, WBMIFMP, Jalasampad Bhawan, Kol-91,
3. The Chief Engineer, South, I & W Directorate, Jalasampad, Kol-700091
4. The Chief Engineer, West, Irrigation & Waterways Directorate, P.O. – Sadhanpur (Near Polytechnic), Dist.- East Burdwan, PIN-713101.
5. The Chief Engineer, South-West, Irrigation & Waterways Directorate, Khusjungle, P.O.- Abas, Dist.- Paschim Medinipur, PIN-721102.
6. The Chief Engineer, North, Irrigation & Waterways Directorate, Green Park, P.O.- Mokdumpur, Dist.-Malda, PIN- 732103.
7. The Chief Engineer (D & R), I & W Directorate, Jalasampad Bhawan, Kolkata-91
8. The Chief Engineer, Teesta Barrage Project, Irrigation & Waterways Directorate, Sevoke Road, Siliguri, Dist.- Darjeeling, PIN- 734001.
9. The Chief Engineer, North East, I & Waterways Directorate, P.O- Jalpaiguri, Pin- 735101.
10. The Chief Engineer (Mech. & Elec.), I & W Directorate, Jalasampad Bhawan, Kol-91.

**Subject: Last Time Extension of Period for Submission of online Self Appraisal Report (SAR) for the Appraisal Years 2018-19, 2019-20, 2020-21, and 2021-22. No Further Extension period for submission SAR online will be granted.**

In enclosing a copy of the Memorandum bearing No. 3843-F(Y) dated: 15<sup>th</sup> September, 2022 issued by the Finance (Audit) Department relating to the subject mentioned above, the undersigned is directed to request him to circulate the aforesaid Memorandum among the entire Group –A officers under his control and direct all the defaulting Officers to submit respective online Self Appraisal Report (SAR) mandatorily in compliance of the aforesaid memorandum.

**File No.IW-17099/14/2022-SECTION(IW)-Dept. of IW**

Hence, he is requested to arrange for circulation of the matter among the Group-A Officers under his control with a view to ensuring online submission of all pending SARs of the defaulting Officers within the stipulated time as mentioned in the aforesaid memorandum, with a view to avoiding difficulties like adverse Vigilance Clearance for Confirmation, CAS benefit, Promotion, Show Cause Notice, etc. in future.



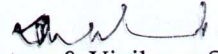
Joint Secretary & Vigilance Officer

Memo. No. 2762 /1(7) –IE(V)

Dated: 16.09.2022.

Copy forwarded for information and necessary action to:

1. The Sr. P.A. to Principal Secretary, Irrigation & Waterways Department.
2. Shri Sujoy Saha, Deputy Secretary & Nodal Officer, Irrigation & Waterways Department.
3. The S.O., Establishment Branch, Irrigation & Waterways Department.
4. Shri Durlav Mukherjee, Assistant Engineer, Kangshabati Design Division, I&W Dte. Govt. of West Bengal, Kenduadihi, Bankura, Pin- 722102.
5. Shri Kuntal Roy, Deputy Director (civil), Dam Safety Organisation, Irrigation & Waterways Directorate, 2<sup>nd</sup> Floor, Jalasampad Bhawan, Kolkata-91.
6. Shri Tapas Kumar Bhowmik, Executive Engineer, Office of the Superintending Engineer, Kangshabati Circle-I, Kenduadihi, P.O.- Kenduadihi, Dist- Bankura, Pin- 722102.
- ✓ 7. The Executive Engineer, DVC Study Cell, Irrigation & Waterways Dte. 7<sup>th</sup> Floor, Jalasampad Bhawan, Kolkata-91, for uploading this Memorandum with enclosure in the Department's Website as per Suo-Moto disclosure provision u/r 4.(1)(b) of RTI Act, 2005 and Memo. No. 57-PAR (Genl.)/N/G8P-141/2017 dated: 18.01.2018 of P&AR Department.



Joint Secretary & Vigilance Officer



Government of West Bengal  
Finance Department  
Audit Branch  
NABANNA, Howrah - 711102

No. 3843-F(Y)

Dated 15<sup>th</sup> September, 2022

**MEMORANDUM**

The last date of submission of the Self Appraisal Report of the Group A Officers of the Government of West Bengal is 30<sup>th</sup> April every year. But it has been observed that many Officers do not take necessary initiative to submit SAR in due time. As a result a series of subsequent requests from different Offices are received continuously on a piecemeal basis. Consequently to save them from the difficulty of not getting their Confirmation/CAS/Promotion etc., last dates of submission of SAR by the Officers Reported Upon are to be repeatedly extended which is hardly desirable.

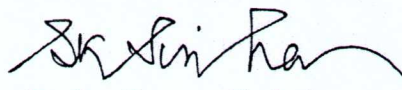
It is being notified that henceforth no further extension will be granted to the Officers who failed to submit their SAR within the last date.

However for the last time, in partial modification of the Memo No. 1021- F(Y) dated 14/03/2022 the last dates for submission of SAR for the Appraisal Years 2018-19, 2019-20, 2020-21 and 2021-22 are extended as below:

Type of Officer	Last date of submission of SAR extended up to
Officer Reported Upon	31 <sup>st</sup> October, 2022
Reporting Officer	30 <sup>th</sup> November, 2022
Reviewing Officer	31 <sup>st</sup> December, 2022
Accepting Officer	31 <sup>st</sup> January, 2023

All the Departments and Cadre Controlling Authorities are requested to take appropriate measures to ensure that all the defaulting Officers submit all of their pending SARs within this extended time period to avoid facing difficulty in future.

This Order will take immediate effect.

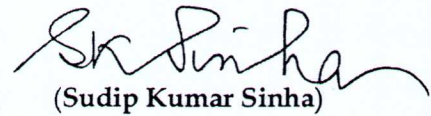
  
(Sudip Kumar Sinha)  
Secretary to the  
Government of West Bengal

No. 3843-F(Y)/ ..... (18)

Dated 15<sup>th</sup> September, 2022

Copy forwarded for information and necessary action to:-

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kol-1.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kol-1.
3. The Accountant General (Receipts, Works and Local Bodies Audit), West Bengal, C.G.O. Complex, 'C' East Wing, 5<sup>th</sup> Floor, Sector-1, Salt Lake, Kolkata-700064.
4. The PA to the Chief Secretary to the Government of West Bengal.
5. The General Manager, Reserve Bank of India, Banking Department, 15 N.S. Road, Kolkata-1.
6. The General Manager, Reserve Bank of India, PAD, 15 N.S. Road, Kolkata-1.
7. The Resident Commissioner, Government of West Bengal, A/2, State Emporia Buildings, Baba Kharak Singh Marg, New Delhi-110001.
8. The Additional Chief Secretary/Principal Secretary/Secretary,  
..... Department, Government of West Bengal.
9. The Secretary, Finance (Audit) Department, Government of West Bengal.
10. The Commissioner, ..... Division.
11. The Special Secretary / Additional Secretary /Joint Secretary /Deputy Secretary, Finance Department, Government of West Bengal.
12. Shri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload this order in the Finance Department's website.
13. The.....Department/Directorate.....  
.....
14. The Director of Treasuries & Accounts, West Bengal, 3rd Floor, Mitra Buildings, 8, Lyons Range, Kol-1.
15. The Director .....
16. The District Magistrate/District Judge/Superintendent of Police,.....
17. The Sub-Divisional Officer, .....
18. The Group ...../ ..... Branch, Finance Department

  
(Sudip Kumar Sinha)

Secretary to the  
Government of West Bengal