

HIMACHAL PRADESH  
PUBLIC WORKS DEPARTMENT**Reminder-I**  
**Most Urgent**No. PBW-P001(15)/1/2025-CRCELL (**Comp No.281773**) Dated:-

To

The Engineer-in-Chief (P),  
The Chief Architect,  
HPPWD., Shimla-2.  
All the CEs/ SEs/ EEs, In HPPWD.

**Subject:-** Regarding filling up of the "Annual Performance Appraisal Reports" of officers of HPPWD for the year 2024-25.

In continuation to this office letter No. PBW-P001(15)/1/2025-CRCELL 664309/2025 dated 01.08.2025, it has been observed that large number of Annual Performance Appraisal Reports (APARs) submitted by the Officers Reported Upon (ORUs) are still pending for reporting at Reporting Authority level. As per the guidelines issued by the Secretary (PW) to the Government of Himachal Pradesh, the last date for reporting the Annual Performance Appraisal Reports (APARs) by the Reporting Authority is 31<sup>st</sup> August, 2025.

You are, therefore, once again directed to ensure that the process of online submission of APARs be completed as per the timelines fixed by the Govt. otherwise the APARs will be auto forwarded to the next authority.

(Er.N.P.Singh)  
Engineer-in-Chief,  
HP.PWD.,Shimla-2.

Copy is forwarded to the Secretary (PW) to the Govt. of Himachal Pradesh, Shimla-2 for information please.

Copy is forwarded to the Executive Engineer (IT) HPPWD Shimla-2 to upload the instruction on official website of HPPWD for information and necessary action to all concerned.

(Vijay Dhiman)  
Registrar,  
HPPWD.,Shimla-2.