



**Directorate General of Human Resource Development, HRM-I
Central Board of Indirect Taxes & Customs,
Bhai Vir Singh Sahitya Sadan, 3rd Floor, Bhai Vir Singh Marg
Gole Market, New Delhi-110001
Tel: 011-23748048, Fax : 011-23748050 (www.dghrdcbic.gov.in)**

To,

Dated: 07.06.2024

The Pr. Chief / Chief Commissioner of Customs and GST (All)
The Pr. Director General / Director General of Customs and GST (All)
The Pr. Commissioner / Commissioner I/C of Directorates (All)
The Pr. Commissioner / Commissioner, Settlement Commission (All)
The Pr. Commissioner / Commissioner, CESTAT (All)
The Commissioner (Coordination), CBIC, New Delhi,
Deputy Secretary, Ad.II, CBIC, New Delhi.

Sir/Madam,

Subject: Online writing of APAR in SPARROW-IRS for IRS (C&IT)
Officers of **2023 batch** for the assessment year 2023-24-reg.

Please refer to this office letter dated 05.04.2024, wherein detailed instructions have been issued regarding writing of APARs i.r.o. the officers of 2023 batch (promoted from Gr. B to A) have been issued.

It is being observed that some of the formations are sending Self-Appraisals of these officers without any appraisals by the reporting/reviewing authorities.

It is **being emphasised** that only complete APARs, duly appraised by the reporting authorities and reviewing by the reviewing authorities are to be sent to this office for further necessary actions.

This issues with the approval of the competent authority.

Yours faithfully,

07/06/2024

(Abhishek Agrawal)
Additional Director
HRM-I, DGHRD