



NAVODAYA VIDYALAYA SAMITI
(An Autonomous Organisation under Ministry of HRD)
Deptt. of Education, Govt. of India
REGIONAL OFFICE SHILLONG, TEMPLE ROAD, BARIK POINT
LACHUMIERE, SHILLONG – 793001

F.1-3/DC/2018-NVS(SHR)/

Dated : 10th January 2019

To

The Principals/Vice Principals
All Jawahar Navodaya Vidyalayas
Under Shillong Region.

Sub : Submission of duly filled in APAR for Principals & Vice Principals.

Sir/Madam,

With reference to the subject cited above, the Annual Performance Assessment Report (APAR) for the period ending 31st March 2018 is due to be submitted to this office. Therefore, you are requested to fill up the APAR form available in the website of NVS R.O. Shillong (nvsroshillong.gov.in) and send the same to this office by **31st January 2019 positively**, in order to be able to submit the APAR to the Reporting Officer/Reviewing Officer in time. It may be pointed out that APAR are considered very crucial for deciding promotion, senior scale etc., to an employee, non-submission of the same will create problem in future, hence, it is very important that each and every Principal/Vice Principal or any staff submit their APAR timely.

In JNVs where there are both Principal and Vice Principal working, the Principal should report the APAR of his/her Vice Principal and send the same to this office for further action. Once again, you are requested to send the APAR (Self appraisal) **to this office by the given date, failing which, action will be taken against the erring Principal/Vice Principals.**

Yours faithfully,

(R.K. GUPTA)

DEPUTY COMMISSIONER.