

HIMACHAL PRADESH  
PUBLIC WORKS DEPARTMENT  
No.PBW-P001(15)/1/2025 CR CELL- Dated:-

### Most Urgent/ Through e-mail

10-2025

To

The Engineer-in-Chief(P),  
The Chief Architect,  
HPPWD, Shimla-2.  
All the Chief Engineers,  
In HPPWD.  
All the Superintending Engineers,  
In HPPWD.  
All the Executive Engineers,  
In HPPWD.

Subject :- Regarding filling up of the Annual Performance Appraisal Reports of officers of HPPWD.

I am directed to enclose herewith a copy of letter No.PWD-A-B0(11)/3/2024 dated 30.09.2025 received from Secretary (PW) to the Govt. of Himachal Pradesh Shimla-2 on the subject cited above for information and necessary action please.

## This may be given Personal Attention.

Signed by

Vijay Kumar Dhiman

Date: 10-10-2025 15:08:32  
**(Vijay Kumar Dhiman)**

**Registrar,  
HP.PWD.,Shimla-2.**

Encl: As above.

Copy to the Secretary (PW) to the Government of Himachal Pradesh for information w.r.t. above mentioned letter.

Copy is forwarded to the Executive Engineer (IT) HPPWD Shimla-2 to upload this letter along-with its enclosures on official website of HPPWD for information and necessary action to all concerned.

-sd-

(Vijay Kumar Dhiman)

## Registrar,

HPPWD., Shimla-2.

**Most Urgent**

No. PWD-A-B0(11)/3/2024  
Government of Himachal Pradesh  
Public Works Department.

From

The Secretary (PW) to the  
Government of Himachal Pradesh.

To

✓ The Engineer-in-Chief,  
HPPWD, Nigam Vihar, Shimla-2.

Dated: Shimla-2

30/9/2025

**Subject:**

Regarding filling up of the "Annual Performance Appraisal Reports" of officers of HPPWD.

Sir,

I am directed to refer to the subject cited above and to say that the APARs of officers/officials in department are being filled up through online mode w.e.f. 2023-24 onwards. As per Column No. 3.16 of Part-III (Appraisal by the Reporting Officer) and Column No. 4.3 of Part-IV (Remarks of the Reviewing Officers) of the online APAR format, the integrity of the ORU is required to be reported by Reporting Officer and Reviewing Officer respectively but it has been noticed that the entries of disciplinary/vigilance cases etc. pending, if any against the ORU are not being reflected by Reporting Officer/ Reviewing Officer in APAR which is a matter of concern as well as against the provisions contained in Chapter-19 of Handbook on Personnel Matter Vol-II.

You are, therefore, requested to impart necessary instructions in this regard to all concern immediately to ensure reflection of entries of disciplinary/vigilance cases pending against ORU, if any in relevant Columns of APAR in future failing which matter can be viewed seriously.

Yours faithfully,

Signed by

Surjeet Singh Rathore

Date: 30-09-2025 19:16:06

(Surjeet Singh Rathore)  
Addl. Secretary (PW) to the  
Govt. of Himachal Pradesh