

Government of West Bengal,
Directorate of Forests,

Office of the Principal Chief Conservator of Forests & Head of Forest Force,
West Bengal. " Aranya Bhawan , LA-10A Block, Sector-III,
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No. 541/CCF(GC) /PMC/1R-11(IFS)/2016

Dated : 18 /09/2018

To
All IFS officers of West Bengal Cadre.

Subject : **Performance Appraisal Report (PAR) for 2017-18**

Sir/Ma'am, *are*

As you aware PAR for 2017-18 onwards is supposed to be initiated and assessed on-line through SPARROW-IFS portal of NIC.

Accordingly the undersigned as PAR custodian and overall responsible for complete PAR management has created work flow for each of you for initiating PAR on line through SPARROW-IFS . This has been communicated to you repeatedly by e-mail .

You are all requested to ensure initiation and completion of PAR as per time schedule for 2017-18, failing which your PAR dossier will remain incomplete .

Further, PAR for some of you have been already disclosed over SPARROW. You are requested to either "Accept" or " Submit representation " as per rules.

Yours faithfully,

Kana Talukder
(Dr. Kana Talukder, IFS)
Chief Conservator of Forests,
Gazetted Cell, West Bengal.