

GOVERNMENT OF GUJARAT

No. PAR/102015/GOI-188/D

Forests & Environment Department
Block No. 14/8, Sachivalaya,
Gandhinagar.

Date:

- 3 APR 2017

ORDER:

It has been decided by the Ministry of Environment, Forests & Climate Change to adopt SPARROW (Smart Performance Appraisal Report Recording Online Window) for online recording of PARs in respect of IFS officers. A meeting was held on progress of SPARROW under the Chairmanship of the Inspector General of Forests in which a decision was taken to nominate various functionaries for managing of the online filling of PARs, as conveyed vide O.M. of MoEF & CC No. 28011/01/2015. IFS-I, dated 13/10/2016.

2. The functionaries are appointed as under:

| Sr. No. | Name & duties of functionary | Name of nominated official |
|---------|--|---|
| 1. | Custodian: A person authorized to sign Section- I of the PAR and overall responsible for complete PAR management in the Department. | Shri Gagubha Raj I/c Deputy Secretary (Services) |
| 2. | Custodian (Alternative Functionary): A person who performs the role of Custodian in absence of Primary Custodian. | Shri Gagubha Raj Under Secretary (Services) |
| 3. | PAR Manager: A person responsible for creating hierarchal workflow in the software for the purpose of recording of PARs of the officers working in the Department | Smt. S. U. Parikh Section Officer, D Branch |
| 4. | Employee Master Data (EMD) Manager: A person responsible for managing data and its correctness in respect of individual employees. | Shri Ankitkumar G. Patel Deputy Section Officer, D Branch |

By order and in the name of the Governor of Gujarat.

S. U. Parikh
(S.U.Parikh)

Section Officer

Forests & Environment Department

Copy for information and necessary action to:

- The P.P.S. to Additional Chief Secretary, Forest and Environment Department, Sachivalaya, Gandhinagar.
- The Principal Chief Conservator of Forests & Head of Forest Force, Gujarat State, Aranya Bhavan, Gandhinagar.
- The Under Secretary (IFS.I), Ministry of Environment, Forests & Climate Change, Government of India, New Delhi (By e-mail).
- The State NIC Coordinator, NIC, Block No. 11/1, Sachivalaya, Gandhinagar.
- The Officials Concerned.
- The Branch Select File.