

**Government of Rajasthan  
Finance (Revenue) Department**

F 1(3) Finance/Revenue/2013-Part

**ORDER**

Jaipur, Dated:- 20.04.2017

Sub:- APAR Channel for the Officers of the Rajasthan Accounts Service.

In Supersession of earlier order of this department dated 29.09.1989 and 31.10.1995 the new Channel for filling up Annual Performance Appraisal (APAR) of the officers of the RAcS is prescribed as under :-

	Category of Officers	Reporting Officer	Reviewing Officer	Accepting Authorities
1.	Directorates (Treasury & Accounts/Inspection /LFAD/Pension- H.Q. & Regional Offices)			
	(i) Director	Secretary /Special Secretary(Budget/Exp.)*	PS/ACS(Finance)	Chief Secretary
	(ii) Addl. Director	Director	Secretary /Special Secretary (Budget/Exp.)*	PS/ACS(Finance)
	(iii) Joint Director	Director	Secretary /Special Secretary (Budget/Exp.)*	PS/ACS(Finance)
	(iv) Deputy Director	Director	Secretary /Special Secretary(Budget/Exp.)*	FS(R)
	(v) Assistant Director/Accounts Officer	Deputy/Joint/Addl. Director	Director	FS(R)
		(*:Administrative Secretary Concerned)	(*:Administrative Secretary Concerned)	

2.	Directorate of Social Audit (i) Director (ii) Addl. Director (iii) Joint Director/Deputy Director (iv) Assistant Director/Accounts Officer (HQ) (v) Accounts Officer (District Level)	PS/ACS(RD) Director Director Director Additional Director	PS/ACS(Finance) Secretary / PS/ACS(RD) Secretary / PS/ACS(RD) Secretary / PS/ACS(RD) Director	Chief Secretary PS/ACS(Finance) PS/ACS(Finance) FS(R) FS(R)
3.	Finance Department, Govt. Secretariat (i) Director (Budget) (ii) Joint Secretary (Rules/EAD&FC/G&T/Excise/Tax/Revenue/ Audit/Exp. -III, IV, V & Vth SFC) (iii) Joint Secretary Budget/W&M (iv) Deputy Secretary/CAO (v) Sr. AO/AO	Secretary/Special Secretary (Budget) Secretary/Special Secretary, concerned Director (Budget) Joint Secretary, concerned Joint/Deputy Secretary	PS/ACS (Finance) PS/ACS (Finance) Secretary/Special Secretary (Budget) Secretary/Special Secretary, concerned Secretary/Special Secretary concerned	Chief Secretary Chief Secretary PS/ACS (Finance) FS(R) (or PS/ACS (F) in case where FS(R) is the administrative Secretary) FS(R) (or PS/ACS (F) in case where FS(R) is the administrative Secretary)
4.	Other Departments of Govt. Secretariat (i) Senior most officer in the Department of any scale having any designation	Special Secretary/Secretary/PS/ACS Concerned	PS/ACS(Finance) - For HST/Super time scale; FS(R)-For selection/Sr. and Junior scales	PS/ACS(Finance)

	(ii) Officers working under senior R.Ac.S officer (FA/CAO/Sr. AO)	FA/CAO/Sr. AO	Special Secretary/Secretary/PS/ACS, Concerned	FS(R)
5.	Governor's Secretariat (i) Senior most RAcS officer in the Secretariat (ii) Officers working under senior R.Ac.S. officer (FA/CAO/Sr. AO)	Secretary/PS/ACS FA/CAO/Sr.AO	PS/ACS(F) Secretary/PS/ACS	PS/ACS(F) FS(R)
6.	HCM RIPA  (i) Additional/Joint Director (Jaipur and Regional Centers)  (ii) Accounts Officer, Jaipur  (iii) Deputy/Assistant Director, Regional centers	Director General, HCM RIPA  Additional Director (Accounts)  Additional/Joint Director (F) of the Regional Center or the Regional Head	PS/ACS (F) for HST and Super time scales; FS (R) for Selection scale officers  Director General, HCM RIPA  Director General, HCM RIPA	PS/ACS (F)  FS(R)  FS(R)
7.	Treasuries (i) Treasury Officer (Other than e-treasury, Jaipur)  (ii) PAO, New Delhi  (iii) Treasury Officer (e-treasury, Jaipur)  (iv) Additional Treasury Officer (including e-treasury)/Sub Treasury Officer (R.Ac.S)	District Collector  Principal Resident Commissioner, New Delhi  DTA  Treasury Officer	DTA  DTA  SSF/FS (Budget)  DTA	FS(R)  FS(R)  FS(R)  FS(R)

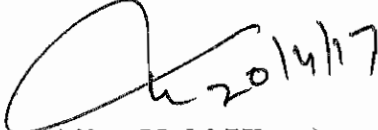
8.	Board of Revenue (i) Higher Super time/Super time scale officers (ii) Selection/Senior/Junior Scale officers	Registrar Financial Adviser	Chairman Registrar	PS/ACS(Finance) FS(R)
9.	Command Area Development (Chambal/IGNP) (i) Higher Super time/Super time scale officers (ii) Selection/Senior/Junior Scale officers	Commissioner Financial Adviser	Secretary/PS/ACS of the AD Commissioner	PS/ACS(Finance) FS(R)
10.	Other Departments  (i) Higher Super time/Super time scale officer  (ii) Selection/Senior/Junior Scale officers  <ul style="list-style-type: none"> <li>• Who are senior most R.Ac.S officer in the Department</li> <li>• Who are working under senior R.Ac.S. officer (FA/CAO/Sr.AO)</li> </ul>	HoD Concerned  HoD Concerned  FA/CAO/Sr. AO	Administrative Secretary/PS/ACS Concerned  Administrative Secretary/PS/ACS Concerned  HoD Concerned	PS/ACS(Finance)  FS(R)  FS(R)
11.	Officers posted in District/Regional level Offices	DLO/Regional level officer Concerned	FA/CAO of the Department concerned	FS(R)
12.	Zila Parishads (i) Junior/Senior scale officers  (ii) PO (Accounts), RD cell  (iii) AO, MG-NREGS	CEO, Zila Parishad  CEO, Zila Parishad  ADPC-I, MG-NREGS cum CEO, Zila Parishad	FA, Panchayati Raj Department  FA, Rural Development Department  FA, MG-NREGS	FS(R)  FS(R)  FS(R)

13.	Universities			
	(i) Comptroller <ul style="list-style-type: none"> <li>HST/Super time</li> <li>Selection scale</li> </ul>	Vice Chancellor Vice Chancellor	Secretary/Pr. Secretary/ACS of Administrative Department Secretary/Pr. Secretary/ACS of the Administrative Department	PSF/ACS(F) FS(R)
	(ii) Deputy Comptroller/Sr.AO/AO	Comptroller	Vice Chancellor	FS(R)
14.	Officers on Deputation in Boards/Trusts/Corporations/Projects/Autonomous bodies (Other than those specifically mentioned)			
	(i) Officer working as Chief Executive (viz. MD Tilam Sangh, etc.)	Chairperson/Secretary/PS/ACS of the Administrative Department concerned	PSF/ACS(F)	Chief Secretary
	(ii) Senior most R.Ac.S. officer of any scale	M.D.	Chairperson/Secretary/PS/ACS of the Administrative Department concerned	<ul style="list-style-type: none"> <li>PSF/ACS(F) for HSTS &amp; STS Officers</li> <li>FSR for Selection/Senior/Junior Scale</li> </ul>
	(iii) Officers working under senior R.Ac.S officer (FA/CAO/Sr.AO)	FA/CAO/Sr.AO	M.D.	FS(R)
	(iv) Officers posted in District/Regional level Officers of Boards/Trusts/Corporations/Projects/Autonomous bodies etc.	Executive head at District/Regional level	FA/CAO of the organization concerned	FS(R)
15.	Officers Posted in Rajasthan High Court			
	(i) Senior most RAcS Officer	Registrar	PS/ACS(F)	PS/ACS(F)
	(ii) Officer working under senior most RAcS Officer (FA/CAO)	FA/CAO	Registrar	FS(R)

16.	Vidhan Sabha Secretariat (i) Senior most RAcS officer (ii) Officers working under senior most R.Ac.S. officer (FA/CAO)	Secretary FA/CAO	PS/ACS (F) Secretary	PS/ACS (F) FS(R)
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**Note 1-**In case of any doubts/query Joint Secretary, Finance (Revenue) Department may be contacted.

**2-**In case when the Administrative Officer from a different state service cadre is junior to the RAcS officer posted in the department, he/she may submit the APAR to the next higher authority directly.

  
(Aijaz Nabi Khan)  
Joint Secretary to the Govt.

Copy forwarded to the following for information and necessary action:-

1. Secretary to Hon'ble Governor, Rajasthan.
2. Principal Secretary to Hon'ble Chief Minister, Rajasthan.
3. Sr. DS to Chief Secretary.
4. PS to All Additional Chief Secretaries/Principal Secretaries/Secretaries/Special Secretaries to Government.
5. All Heads of Departments.
6. All District Collectors.
7. All Controlling Officers.
8. All RAcS Officers.
9. Additional Director, Finance (Computer Cell) Department.
10. Guard File.

  
Joint Secretary to the Govt.