

गार्डन रीच शिपबिल्डर्स एण्ड इंजीनियर्स लिमिटेड
GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED

Ref: HR / Policy / 29 /22

HR Department

Date:25 Nov 2022

CIRCULAR

AMENDMENT TO PERFORMANCE MANAGEMENT SYSTEM (PMS) APPLICABLE TO BELOW BOARD LEVEL OFFICERS

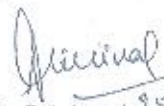
1. Reference D(P)'s order no. HR/Policy/04/20 dated 30 Sep 2020 promulgating Performance Management System (PMS) applicable to below Board Level officers & Supervisors.
2. In partial modification of the Performance Management System (PMS), following changes will take effect:

Para	Revised provision																														
14(d)	<u>Officers/ Supervisors posted out of their Parent Department</u> (i) Some of the Officers/ Supervisors of HR, Security, Fire Fighting, Finance, ES&CM, IE&P are posted/ deputed out of their parent department in outlying Units (West Bengal based units). The channel of submission for rendition of their APARs will be as under: <table border="1"><thead><tr><th>RANK</th><th>IO</th><th>RO</th><th>ILO1/ILO2 depending on the rank of the Officer</th><th>SRO</th></tr></thead><tbody><tr><td>Supervisor (All grades)</td><td>Reporting Officer (from Parent Department)</td><td>Officer from Parent Department</td><td>Reporting Officer / HoD (from Deputed dept./ Unit)</td><td>Head of the Parent Dept.</td></tr><tr><td>JM-DM</td><td>Reporting Officer (from Parent department)</td><td>Officer from Parent Department</td><td>HoD (from Deputed dept./ Unit)</td><td>Head of the Parent Dept.</td></tr><tr><td>MGR-SM</td><td>Reporting Officer (from Parent department)</td><td>Head of the Parent Dept.</td><td>HoD (from Deputed dept./ Unit)</td><td>Concerned Director</td></tr></tbody></table> <table border="1"><thead><tr><th>RANK</th><th>IO</th><th>ILO</th><th>RO</th><th>SRO</th></tr></thead><tbody><tr><td>DGM-AGM</td><td>Reporting Officer/ HoD of Parent Department</td><td>Reporting Officer/ HoD from Deputed Unit</td><td>Concerned Director</td><td>C&MD</td></tr></tbody></table>	RANK	IO	RO	ILO1/ILO2 depending on the rank of the Officer	SRO	Supervisor (All grades)	Reporting Officer (from Parent Department)	Officer from Parent Department	Reporting Officer / HoD (from Deputed dept./ Unit)	Head of the Parent Dept.	JM-DM	Reporting Officer (from Parent department)	Officer from Parent Department	HoD (from Deputed dept./ Unit)	Head of the Parent Dept.	MGR-SM	Reporting Officer (from Parent department)	Head of the Parent Dept.	HoD (from Deputed dept./ Unit)	Concerned Director	RANK	IO	ILO	RO	SRO	DGM-AGM	Reporting Officer/ HoD of Parent Department	Reporting Officer/ HoD from Deputed Unit	Concerned Director	C&MD
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Para	Revised provision												
	(ii) For Officers & Supervisors posted in DEP unit Ranchi , the channel of submission for rendition of their APARs will be as follows:												
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	(ILO 1/ ILO 2 may be added in the above channel of submission of APAR in case of JM to DM & Supervisor, if required)												
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	* If Officer in the rank of MGR-SM of Parent Dept. is directly reporting to HoD of Parent Dept. in that event, the channel of rendition for that Officer will be as follows:												
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	Note:												
	However, if any supervisor is placed under the functional officer in the depute department/ Unit, then his/ her APAR will be rendered as per channel specified in Para 14(c)(i) of Performance Management System policy.												

3. The above revised provisions will come into force with immediate effect. All other provisions of Performance Management System (PMS) applicable to below Board Level officers & Supervisors circulated vide HR/Policy/04/20 dated 30 Sep 2020 will remain unaltered.

4. This has the approval of the competent authority.


(S. Srinivas) 25/11/2022
General Manager (HR&A)

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