

Reminder
Time Bound

File No. C-31011/1/2026-APAR Cell (E- 39852)
Government of India
(भारत सरकार)
Ministry of Fisheries, Animal Husbandry & Dairying
(मत्स्यपालन, पशुपालन और डेयरी मंत्रालय)
Department of Animal Husbandry and Dairying
(पशुपालन और डेयरी विभाग)

Krishi Bhawan, New Delhi
Date: 26th February, 2026

OFFICE MEMORANDUM

Subject : Creation & generation of APARs of all officials of DAHD for the year 2025-26-reg.

The undersigned is directed to refer this AV Units O.M. of even number dated 04.02.2026 (copy enclosed) on the subject cited above and to say that the requisite information as called for in the matter is still awaited.

2. All the Administrative Units of this Department are therefore once again requested to submit the necessary verified details/data of all the officers/officials working under their administrative control in the proforma including the subordinate offices whose data has been filled and verified on **TOP PRIORITY basis positively by 28.02.2026** so that preparation and generation of APARs of all the officers of DAHD for the year 2025-26 may be completed within the stipulated timeline of 31st March, 2026.

3. **This may be treated as Most Urgent .**

Encls.: As above.

Digitally signed by
SANJAY KUMAR
Date: 26-02-2026
14:38:13

(Sanjay Kumar)

Under Secretary to the Govt. of India
01123386099
✉sanjay.kmr70@nic.in

To :

- i. Deputy Secretary (Estt. Hqrs) DAHD, Krishi Bhawan, New Delhi.
- ii. Deputy Secretary (LH) DAHD, Shastri Bhawan, New Delhi.
- iii. Deputy Secretary (General & AQCS) DAHD, Krishi Bhawan, New Delhi.
- iv. Deputy Secretary (C&DD) DAHD, Krishi Bhawan, New Delhi.
- v. Deputy Secretary (NLM) DAHD, Krishi Bhawan, New Delhi.

Copy to:

- i. Sr. PPS to Secretary, AHD, Krishi Bhawan, New Delhi.
- ii. Addl. Secretary (C&DD), Krishi Bhawan, New Delhi.
- iii. Addl. Secretary (LH), Krishi Bhawan, New Delhi.
- iv. AHC, Krishi Bhawan, New Delhi.
- v. Joint Secretary (NLM/SD), Krishi Bhawan, New Delhi.
- vi. Advisor (Statistic)/CVO, Chander Lok Building, New Delhi.
- vii. NIC for uploading on the website of DAHD

TIME BOUND**File No. C-31011/1/2026-APAR Cell (39852)**

Government of India

(भारत सरकार)

Ministry of Fisheries, Animal Husbandry and Dairying

(मत्स्यपालन, पशुपालन और डेयरी मंत्रालय)

Department of Animal Husbandry and Dairying

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Krishi Bhawan, New Delhi

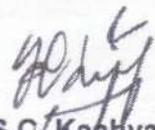
Date: 4th February, 2026**OFFICE MEMORANDUM****Subject: Creation & Generation of APARs of all officials of DAHD for the year 2025-26-reg.**

The undersigned is directed to say that the work of Creation & Generation of APARs of all officials/officers of DAHD Hqrs. & its all subordinate/attached offices for the year 2025-26 is under process and this Unit requires detail information viz. the name of Officer Reported Upon, Reporting Officer(s) and Reviewing Officer(s), period of APAR & leave period for the said purpose. This exercise is time bound and to be completed before 31st March, 2026 (in terms of DoP&T's guidelines).

2. In this regard, all Administrative Units of this Department are therefore, requested to furnish the required details/data in the proforma attached of all the officials/officers working under their administrative control including subordinate office, if any, so that creation/generation of the APARs of DAHD Officers could be completed within the stipulated time.

3. This may be treated as **Most Urgent** and attended on **TOP PRIORITY** basis **latest by 28.02.2026**.

4. This issues with the approval of CVO, DAHD.

Encl. : As above


(S.C. Kashyap)

Deputy Secretary to the Govt. of India

☎ 01123382863

✉ sckashyap.05@gov.in

To :

- (i) Deputy Secretary (Estt. Hqrs) DAHD, Krishi Bhawan, New Delhi.
- (ii) Deputy Secretary (LH) DAHD, Shastri Bhawan, New Delhi.
- (iii) Deputy Secretary (General & AQCS) DAHD, Krishi Bhawan, New Delhi.
- (iv) Deputy Secretary (C&DD) DAHD, Krishi Bhawan, New Delhi.
- (v) Deputy Secretary (NLM) DAHD, Krishi Bhawan, New Delhi.

P.T.O.