

Office of the Engineer-in-Chief (Admn Wing),  
Irrigation & CAD Dept., Errum Manzil, Telangana, Hyderabad.

Circular Memo.No.Rc/ENC/F3/15071025/2019 (ACRs) Dt. 29.05.2020. -

READ: T.O. Circular . No. Rc/ENC/F3/15071025/17, Dt.15.04.2020.

SUB: TSES-I&CAD.Deptt.,- Annual Confidential Reports in respect of AE/AEE/DEE/EE and S.E., and their maintenance –Online submission of ACRs for 2020 –Further Instructions-Issued- Reg.

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The attention of the Unit / Circle officers is invited to the reference cited , where in a Schedule was issued for online submission of ACRs for the year 2019-20 for the cadre AEE/AE to SEs.

In view of the spread of Virus Covid-19 pandemic , state level and national level lock down is imposed and due to this situation and most of the employees have expressed that they could not submit their ACRs as per schedule and requested for extension of time period for submission of ACRs.

In the above circumstances the time limit for submission of ACRs is extended up to 30.06.2020. No further extension will be entertained.

Therefore all the Unit / Circle officers are informed that, the ACRs for the year 2019-20 shall be submitted through online only as per the following revised schedule.


Sl.No.	Activity	Last date
1	Completion of Self Assessment by the individual officers	30.06.2020
2	Submission of ACRS by the Reporting Officers to the Counter Signing Officers	08.07.2020
3	Submission of ACRS by the Counter Signing Officers to the SE/ CE/ENC as the case may be	15.07.2020
4	Final Submission to the ENC(AW)	25.07.2020

Further all the CEs are requested to submit their ACRs for the year 2019-2020 by offline method.

B.Nagendra Rao,  
Engineer-in-Chief (A.W.).

To,

1. All the Circle/ Unit Officer for necessary action.
2. Copy to the Dy.E.E. (Comp.) to place the circular memo in Website.
3. Copy to file.

  
29.05.2020  
for Engineer-in-Chief (A.W.)  
Www  
29/05/2020