



No. BSNLCO-PERB/19(12)/2/2022-PERSI-Part (4)

Dated: 07.07.2026

To,

**All Heads of Telecom Circles/Metro Districts & Other Administrative Units
All PGMs/Sr. GMs/GMs of BSNL CO New Delhi
Bharat Sanchar Nigam Limited.**

Subject: - Processing of e-APARs for "executive & non-executive" employees of BSNL, online through ESS-Portal for 'FY' 2025-26- regarding.

Reference: 1. BSNLCO-PERB/ 19(12)/2/2022-PERS1-Part (4) dated 08.04.2026.
2. BSNLCO-PERB/ 19(12)/2/2022-PERS1-Part (4) dated 18.05.2026

Kind reference is invited to this office letter dated 08.04.2026 vide which the timelines for processing of e-APARs for year 2025-26 was issued. Further this office vide letter dated 18.05.2026 extended the timeline for "Initiation & submission of self-appraisal" till 30.05.2026.

In continuation to this, the Revised Timeline Schedule for Completion of e-APAR of executive employees (for Reporting of Financial year 2025-26) is as under-

S. No.	eAPAR steps	Date
1	Initiation & submission of self-appraisal to the reporting officer	Upto 11.07.2026
2	Reporting of APARs	Upto 15.07.2026
3	Reviewing of APARs	Upto 31.07.2026

All executives and non-executives of BSNL are hereby advised to comply with the timelines for processing of e- APARs.

Further it is reiterated that there would be no further extension in this regard.

This issues with the approval of Competent Authority.

(Sunil Bhatt)

Assistant General Manager (Pers.II)
BSNL CO, Janpath, New Delhi

Copy to: DGM (Pers.-ERP) for information and necessary action please.