



भारत सरकार GOVERNMENT OF INDIA  
वित्त मंत्रालय MINISTRY OF FINANCE  
राजस्व विभाग DEPARTMENT OF REVENUE  
केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड  
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS  
आयुक्त का कार्यालय  
OFFICE OF THE COMMISSIONER  
केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क, कोच्चि  
CENTRAL TAX AND CENTRAL EXCISE, KOCHI  
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING  
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दिनांक /Date: .06.2023

**Sub: Timely completion of APARs for the period 2022-2023 in respect of Group 'B' and 'C' officers in SPARROW-CBIC- Reg.**

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Please refer to this office letter of even number dated 03.04.2023 regarding online writing of APARs for the period 2022-2023 in respect of Group 'B' and 'C' officers in SPARROW-CBIC.

As mentioned in the said letter, the due date by which the report is to be completed by Reporting Officer and Reviewing Officer for the reporting period 2022-23 is **30<sup>th</sup> June 2023 & 31<sup>st</sup> July 2023** respectively. All the concerned officers are requested to complete their task in SPARROW-CBIC within the stipulated time.

(सी. टी. बिन्दु/ C. T. Bindu)

उप आयुक्त (का. व सत.)/Deputy Commissioner (P&V)

**Copy to:** The Deputy/Assistant Commissioner, Central Tax & Central Excise Division, Ernakulam/ Kakkanad/ Aluva/ Thrissur/ Chalakudy/ Perumbavoor/ Idukki.

All Section Heads, Central Tax & Central Excise Hqrs. Office, Kochi.

The Superintendent (Systems), Kochi (to upload in the website)