FORMAT For Tabulation Sheet

CIRCLE :	XYZ																							
S. No	HR No	Name (S/Sh/Ms)	Cat	Date of Birth			APAR Grading for the Year																	Integrity
				DD	MM	YYYY	2008-09		2009-10		2010-11		2011-12		2012-13		2013-14		2014-15		2015-16		2016-17	
SAMPLE							Months	Grading	Months	Grading	Months	Grading	Months	Grading	Months	Grading	Months	Grading	Months	Grading	Months	Grading	Months	Grading	
1	xxxxxxxxx	ABCD XYZ	OC	30	11	1971	3.2	7.6																Beyond Doubt
							7.1	8.2																
							1.7	P.S.																
2	xxxxxxxxx	ABCD XYZ	SC																					Details Attached

(Name & Sign)
Executive Engineer (E-P)

(Name & Sign)
Chief Engineer (Elect)

Note:- 1) P.S. stands for Period short (Less than 90 days).

2) If Integrity is Beyond Doubt in All APARs then Integrity Coloumn should indicate accordingly. In other cases, if there is an Adverse Entry reported in INTEGRITY Coloumn of any particular APAR, the Coloumn should be Left Blank and Complete Details Must be attached seperately.

3) Any attribute other than Overall Grading is Adverse, then Complete details of the same should also be attached.

4) This Tabulation and other details enclosed **Must be Signed by EE(E-P) & CE(E).**

11/8/16
सहायक महाप्रबन्धक (ए.ई.)
Asstt. General Manager (A'E)
भारत संचार निगम लि., नई दिल्ली
B. S. N. Ltd., New Delhi