



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान
National Institute of Fashion Technology
स्थापना विभाग, मुख्यालय
Establishment Department, Head Office
हौज़ खास, नई दिल्ली
Hauz Khas, New Delhi

1289(8105)/NIFT-HO/Estt.-APAR Timeline Academic (HO)/2025 (PART-I) 03rd September 2026

OFFICE MEMORANDUM

Subject: Further Extension of Timeline for Completion of Pending Online APARs in r/o Academic Posts on CMS Portal for period 2021-22, 2022-23, 2023-24 & 2024-2025.

In continuation of this Office Memorandum of even number dated 31st July 2026, regarding extension of timelines for completion of online Annual Performance Assessment Reports (APARs) in respect of Academic Posts for the APAR periods 2021-22, 2022-23, 2023-24 & 2024-25, it has been observed that certain APARs are still pending at the stages of Reporting, Reviewing and Acceptance on the CMS Portal.

2. In view of the above and with the approval of the Competent Authority, the timeline for completion of the remaining pending APARs is hereby extended as a **special measure**. All concerned Reporting Officers, Reviewing Officers and Accepting Authorities are requested to ensure completion of the pending APARs within the revised timelines given below, without fail:

S. No.	Time Schedule	Extended Last Date
1.	Completion of Reporting by the Reporting Office through CMS Portal	04 th September 2026
2.	Completion of Review by the Reviewing Officer through CMS Portal	10 th September 2026
3.	Completion of Acceptance by the Accepting Authority, wherever applicable	20 th September 2026

3. All concerned authorities are, therefore, requested to accord **top priority** to the pending APARs and ensure their completion within the above-mentioned extended timelines. The concerned Campus Directors / Establishment Departments may also monitor the progress closely and ensure timely compliance.
4. This issues with the approval of the Competent Authority.

(प्रोफेसर डॉ. राहुल चंद्रा Prof. Dr. Rahul Chandra)

पंजीयक / Registrar

To,

1. All Campus Directors & Joint Directors
2. Establishment Departments of all campuses
3. All faculty members of NIFT
4. Head (ERP) : With request to monitor the CMS portal and post regular updates, if any, for smooth functioning of online APAR through CMS portal

Copy to :-

- 1. CVO**
- 2. Dean (A)**
- 3. Director HO / Director (F&A)**
- 4. All Heads of the Units / All Chairpersons of the Academic Departments**
- 5. Director (IT)**
- 6. ABS & Legal Officer**
- 7. PS to DG, NIFT**
- 8. Guard File**