

**DIRECTORATE GENERAL OF ACCOUNTS & TREASURIES, J&K.**

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**Subject:- Filling of APRS through SPARROW portal Assessment Year 2023-24.**

**NOTIFICATION**

Filling of online APRs on SPARROW portal for the Financial Year 2023-24 (1<sup>st</sup> April, 2023 to 31<sup>st</sup> March, 2024) is due and accordingly all the members of the Jammu and Kashmir Accounts (Gazetted) Service are requested to furnish following details within a weeks time positively so that Blank APRs are generated and sent into their accounts:

S.no	Particulars	Fill-up
1.	CPIS No.	
2.	J&K Accounts Gazetted Services/JKAS Batch	
3.	Name of the Officer:	
4.	Mobile Number	
5.	Designation during Assessment Period (2023-24)	
6.	Date of birth:	
7.	Grade:	
8.	Date of continuous appointment in the present grade	
9.	Present post:	
10.	Date of appointment to present post:	
11.	Period of absence from duty on leave, training, etc. during year	
12.	Date of filling the Annual Property Returns,	
13.	indicating the Department from where the return was filed:	
14.	Qualification:	
15.	(a) Academic:	
16.	(b) Professional:	

Year 2023-24	Name of the officer	Designation during the period	Present Designation
Initiating Authority			
Reviewing Authority			
Accepting Authority			

- The details must be furnished as softcopy in Microsoft WORD Format only with "Officers name and batch" as name of the WORD file on email id: **dgatonlineservices@gmail.com**.
- Details provided in any other format (jpeg, pdf, png etc) shall not be accepted.
- Details shall be provided with abundant caution as modification of data later on may not be possible once the information is logged into the application.

No:- DGAT-CAE/2/2023-02/(7157887)/43  
Dated:- 04.04.2024

  
**(Tahir Mehmood)**  
Deputy Director (Central  
Accounts & Treasuries  
Finance Department