



श्री वेंकटेश्वर कॉलेज
SRI VENKATESWARA COLLEGE
दिल्ली विश्वविद्यालय
University of Delhi
धौला कुआं, नई दिल्ली- ११० ०२१
DHAULA KUAN, NEW DELHI -110 021

Ref No: SVC/Admn/2026/

01st April, 2026

STAFF NOTICE

The APAR is initiated by the Government servant to be reported upon himself/herself, who gives a brief description of his/her duties, specifies the targets set for him/her wherever applicable, achievements against each targets, the shortfalls, if any, constraints encountered and areas where the achievements have been greater.

In every department, APAR should be recorded preferably annually for the period covered by the financial year.

As you are all aware, the submission of APAR is mandatory.

The APAR proforma is available on the University of Delhi website and the duly completed APAR for the year 2025-26 in all respect should reach to the undersigned in a sealed envelope on or before 15th April, 2026 for further necessary action.

PRINCIPAL
Principal

श्री वेंकटेश्वर महाविद्यालय
Sri Venkateswara College
धौला कुआं, नई दिल्ली / Dhaula Kuan, New Delhi-21

Copy forwarded for information and necessary action to :-

- 1) Teacher(s)-in-Charge of the respective departments
- 2) Convenor, Library Committee
- 3) Section Officer (Administration)
- 4) Section Officer (Accounts)
- 5) Non Teaching Staff Notice Board/ College Website/ APAR File/Master File

Note:- Designation wise APAR forms are available on the Delhi University Website under the link
<https://www.du.ac.in/index.php?page=forms>