



E-mail: ar_est@gkciet.ac.in

Ghani Khan Choudhury Institute of Engineering & Technology
(Centrally funded Institute and Established by Ministry of H.R.D., Govt. of India.)
Narayanpur, Dist: Malda, Pin- 732141, West Bengal

Memo No: GKCIET/ 864


Date: 11.04.2018

Circular

The under signed is directed to inform all the regular technical staff viz. Sr. Technical Assistant(s), Technical Assistant(s) & Junior Engineer(s), GKCIET, Malda that the APAR/ACR proforma which had been previously uploaded on institute website in respect of Technical Staff has been modified slightly.

In view of above, all the concerned employees are hereby requested to download the modified proforma instead of previous one and submit to the concerned Reporting Officer(s) after filling up duly the Self-appraisal part within stipulated scheduled time.

This issues with the approval of the competent authority.


(Md. Abdur Rajjaque)
Asst. Registrar (A&E)

Copy to:

1. All concerned Tech. Staff - for compliance.
2. System Manager- with request to upload the modified APAR/ACR proforma i.r.o. Tech. Staff and withdraw the preceding one.
3. Concerned Reporting Officer – for kind information.
4. Director – for kind information please.
5. File Copy