



## भारतीय कृषि अनुसंधान परिषद

INDIAN COUNCIL OF AGRICULTURAL RESEARCH

कृषि भवन, डॉ. राजेन्द्र प्रसाद रोड, नई दिल्ली-110001

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No. (Admn.)2-3/2022-CR(A)&RTI

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### CIRCULAR

**Subject: Furnishing of Training Requirements in APARs for the year 2024-25 -regarding.**

It is brought to the attention of all concerned that the process of recording APARs for the year 2024-25 in respect of all categories of staff is presently underway across the Council. As part of this process, reporting officers are also required to assess and record the training needs of the officers being reported upon, based on their performance, functional responsibilities, and potential for future roles.

In this regard, the Hon'ble Director General, ICAR has emphasized the importance of carrying out a proper analysis of the training needs of the officer reported upon while filling in the section on Training Requirements in the APAR forms. The identification of training needs may not be treated as a routine entry but should reflect a thoughtful evaluation of the competencies required for the officer's current role as well as future career progression. The inputs provided under this section will serve as a critical reference point for implementing capacity-building initiatives at various levels in the Council.

All Reporting Officers are therefore requested to give due attention and careful consideration to this aspect of the APAR.

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Under Secretary (Admn.)

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**To,**

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