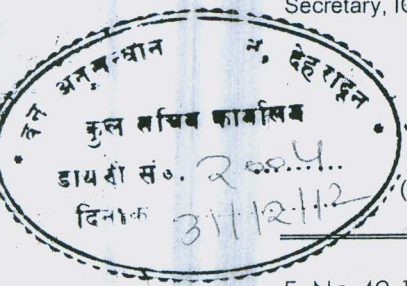


DPG Forest Informatics Division  
4-1-13



Sudhanshu Gupta, IFS  
Secretary, ICFRE

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**INDIAN COUNCIL OF FORESTRY RESEARCH & EDUCATION**  
(An Autonomous Body of the Ministry of Environment & Forests, Govt. of India)  
P.O. New Forest, Dehradun – 248 006

F. No.40-1/2012-ICFRE

Dated the 21 December, 2012

**ORDER**

It has been observed that in many cases that the reporting/reviewing/accepting authorities have made the adverse entries in the ACRs/APARs of the officers working under their control without following the proper procedure prescribed under rules.

The Director General, ICFRE has taken serious view on this account and has ordered that henceforth, the adverse entries in the ACRs/APARs of the officers working under their control may only be made after establishing facts, following prescribed procedure and not on mere suspicion.

All Head of Directorates/Institutes are requested to bring the contents of above orders to the notice of all officers/officials working under them for information, guidance and compliance.

*(Signature)*  
27/12/12  
(Sudhanshu Gupta)  
Secretary,  
Indian Council of Forestry Research & Education

Distribution :

- 1. All DDGs/Director (Research)/Head, BCC/IAC/ADGs, ICFRE.
- 2. All Directors of Institute under ICFRE.
- 3. All Heads of Centre under Institutes of ICFRE.
- 4. Administrative Officer, O/o the DG, ICFRE
- 5. Guard File.

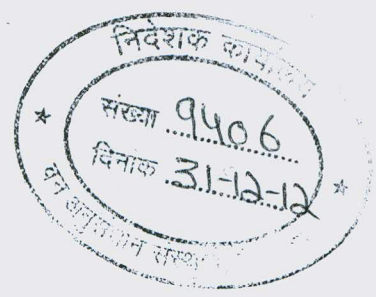
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Put up on FA website  
TA(17)



no. 2/72/83 - Admin, Dt. 04/01/2013

Copy forwarded to all HODs/Heads of sections for information & compliance.

*Dishu*  
4/1/13  
कुलसचिव/Registrar  
वन अनुसंधान संस्थान  
Forest Research Institute  
देहरादून/Dehra Dun-248006