

No.HRC/102008/ACR/Estt./1765
Gujarat State Human Rights Commission
Karmayogi Bhavan, Block No.1, 5th Floor,
Sector-10, Gandhinagar
Dated 23/10/2015

COMMISSION RESOLUTION

OFFICE ORDER

Sub : Writing of Annual Appraisal Reports of Officers and Employees of SHRC

**Ref : (1) No.HRC/102008/ACR/Estt. Dtd. 8/4/2013 and (2) No. HRC/102008/ACR
dated 26/4/2013**

In modification of the Orders Nos. No.HRC/102008/ACR/Estt. Dtd. 8/4/2013 and (2) No. HRC/102008/ACR dated 26/4/2013, the State Commission hereby orders the following changes in the writing, reviewing and acceptance of Annual Appraisal Reports.

Annual Appraisal Reports and Order regarding additional charge

| Sr.No. | Post | Reporting Authority | Reviewing Authority | Accepting Authority |
|--------|------|---------------------|---------------------|---------------------|
|--------|------|---------------------|---------------------|---------------------|

I) Administration Wing :

| | | | | |
|----|-----------|----------|-------------|-------------|
| 1. | Secretary | Member I | Chairperson | Chairperson |
|----|-----------|----------|-------------|-------------|

II) Investigation Wing :

| | | | | |
|----|---------|-----------|-------------|-------------|
| 1. | ADGP | Member II | Chairperson | Chairperson |
| 2. | Dy.S.P. | ADGP | Member II | |

III) Legal Wing :

- | | | | |
|----|------------------|-----------|-------------|
| 1. | Registrar(Legal) | Member II | Chairperson |
| 2. | Law Officer | Registrar | ADGP |

The Officers and employees mentioned above will function under the control and supervision of their respective Reporting Authorities and Reviewing Authorities.

There shall be no Accepting Authority in case of Officers other than IAS/IPS Officers.

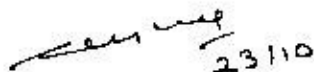
It is reiterated that Officers will hold additional charge as per orders dtd. 8/4/2013 and 26/4/2013 unless a special order is issued in a particular case.

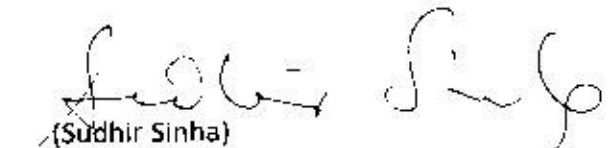
Annual Appraisal Report files of Class-I Officers shall be maintained by PS to Chairperson. The Establishment Branch will hand over the files to the PS.

All administrative matters shall be put up to the Chairperson through both the Members.

Other instructions contained in the orders of 8/4/2013 and 26/4/2013 remain unaltered.

This order comes into force with immediate effect.


(M.H. Shah)
Member


(Sudhir Sinha)
Chairperson

To:

- 1) Secretary/ Addl. DGP in the State Commission
- 2) All Officers and Employees in the State Commission
- 3) All Branches in the State Commission
- 4) All P.S., P.A. in the State Commission
- 5) Select File