To

All Sub Offices under PCDA (WC) Chandigarh

All Sections in Main Office.

Sub

Important instruction in respect of e-MPR (Received from HQrs Office)

Ref: This office Circular No. AN/III/1446/MPR Corr. dated 26.07.2018

It has been observed from the MPR for the month of 07/2018 and 08/2018 that a number of offices are not adhering to the instructions issued vide letter cited under reference while submitting the MPR, which has been viewed seriously.

It is, therefore, requested to mention “number of bills returned with observations” and “received back” in respect of “Non DAD 3rd Party Bills” and “Non-DAD Personal Claims” in the remarks column of the e-MPR while furnishing the current MPR i.e. for the month of Sept 2018.

Copy to:

1. The Officer Incharge EDP Section (Local) For uploading the same on PCDA’s website immediately.

DCDA (AN)