To,
The Officer In-Charge

1. The AAO (Pay) WC
   Delhi Cantt, Pathankot, Jalandhar Cantt
2. All Pay Group (Local)

Sub: - Monthly MIS report.

1. In this connection it is intimated that PCDA has directed that all the items may be admitted to indicate the oldest date against closing balance in future.
2. Level of correspondence may be enhanced whereas required to clear the outstanding issues i.e., wanting LPCs etc. under intimation to this office.
3. Report should be submitted in the first week of every month.

Copy to:
The Officer in charge
EDP Cell...................... for uploading.

ACDA (Pay)