IMPORTANT CIRCULAR

NO.S/AT/III/813/Misc

Dated: 28-02-2019

To,

ALL LAO/ALAOs

Sub: FORWARDING OF MROs.

Of late, it has been observed, that, decision of the competent authority, circulated vide their office important circular of even No. dated 23-2-2018 that the MROs during a month may be collected by the LAOs from the concerned unit which falls under their jurisdiction and after preparing a consolidated list, may be forwarded to the Main Office under one letter and acknowledgement of same may be treated as acknowledgement of all the MROs received under that letter is not being followed by some of the LAO/ALAOs which has been viewed seriously by the competent authority.

In view of the above, the proper procedure may be adopted for strict compliance in future. This will also help reduce un-necessary correspondence with units and help control postal expenditure.

Please acknowledge receipt.

ACDA (S/AT)

Copy to:-

(i) The Ol/C, EDP Section (Local)

(j) This may please be uploaded on PCDA(WC) web-site.

(II) The Ol/C, R Section (Local)

For information, please.