

**IMPORTANT CIRCULAR**

**FAX/Speed Post**

No. AN/I/1023/MPR

Office of the CDA (Army)

Meerut Cantt.

Dated: 26.07.2018

To,

The Officer I/c

1. All section in M.O.

2. All Sub Offices

**Sub: Important instruction in respect of e-MPR.**

This is in continuation of this office circular dated 18.11.2016 on the above mentioned subject.

2. As directed by the HQrs Office, from July 2018 onwards kindly also include details of **"number of bills returned with observations"** and **"received back"** in respect of **"Non-DAD 3<sup>rd</sup> Party Bills"** and **"Non-DAD Personal Claims"** in remarks column.

— 5d — xx

(Geetika Singh Battu)  
ACDA (Admin)

**Copy To:**

✓ OA Cell (Local) : For uploading on website.

Attn

(Geetika Singh Battu)  
ACDA (Admin)

Important Circular

No. An/1/1023/MPR  
o/o the CDA(Army)  
Merrut  
Dated 18.11.2016

To

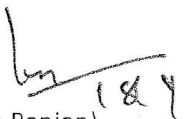
The officer –in-charge  
All sections of Main office  
All sub-offices under this organization

Subject: Submission date of MPR in e-MPR Module .

HQrs office vide letter no IAW-1/00012/MPR-Oct,2016 dated 17.11.2016 on the subject matter(displayed on the website) has directed to submit the e-MPR latest by 2<sup>nd</sup> working day of the month to that office.

To enable this office to achieve the deadline, it requested to ensure that MPR for the month of Nov 2016 and on words in r/o your office/section is received in this section/office on last working day of each month by hand/ through fax/e-mail

Any laxity in this regard would be viewed seriously.

  
(Praveen Ranjan)  
Dy CDA(AN)  
18/11