

कार्यालय रक्षा लेखा नियंत्रक रिज रोड जबलपुर: म. प्र.- 482001
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Date: 31.08.2017

To,

All Heads of Sub-offices.

Subject:- Monthly Briefing Report.

Please forward inputs for Monthly Briefing Report in the following format as applicable by return fax/mail by 04.09.2017.

A. Admin Issues

1. Manpower Issues
2. Office Building Project/Maintenance
3. Maintenance of Residential Buildings
4. Progress made in identified important projects
5. Status of residential and Office Accomodation
6. Office Automation Projects Dolphin/Tulip
7. Implementation of Vidura

B. Pay-Audit Issues

8. Payment functions
9. PAOs Functioning

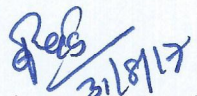
C. Internal Audit

10. Status of Post-Audit
11. MFAI/IAR cases
12. Super Review of units/formation

D. Accounting Issues

13. Clearance of Suspense
14. Submission of AROB

E. Other Issues


(K.P. Balasubramanyam)
Sr. Accounts Officer (AN)

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