

Most Urgent

Government of Jammu & Kashmir
Directorate of Rural Development Kashmir
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CIRCULAR

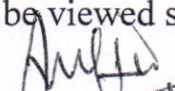
Subject: - Formulation/submission of MPRs- variations in figures thereof.

While examining the Progress Reports submitted by various subordinate offices on monthly basis, it has been observed that the same are not being prepared/formulated with proper application of mind, with the result variations in figures are being experienced at many places. Sometimes, there have been instances that the progress instead of increase in the succeeding month has decreased. This clearly indicates that either the same is being taken in a casual manner or the responsibility is not being shared with keen or proper interest.

Moreover, it has also come to the notice that the prescribed schedule (viz. 5th of succeeding month) for submission of Monthly Progress Report (MPR) is not being followed strictly, resulting in delay being caused for compilation/consolidation of figures for submission to Administrative Department and as such this office is being put to an embracing position unnecessarily.

To stop all this and callous attitude being adopted by some of the subordinate offices, it is once again impressed upon all the concerned officers/officials of this Department to furnish Monthly Progress Reports (MPRs) under all object heads/schemes by or before 5th of every month and ensure submission of the same through the dealing assistants in the Planning Section of this Directorate so that discrepancies, if any, noticed shall be got cleared/rectified on spot and this office is able to compile/consolidate the figures in a time bound schedule for onward transmission of the same to apex authorities. Further, the email/faxed copies of the MPRs shall not be entertained unless the hard copies duly signed by the concerned officer is not received in this office.

Any lapse/laxity in compliance of these instructions shall be viewed seriously.


Director
Rural Development Department
Kashmir 21/12/13

No: - DRDK/Plg/387/26701-25

Dated: - 23-12-2013

Copy to the:-

1. Commissioner/Secretary to Government, Rural Development & Panchayati Raj J&K Civil Secretariat, Jammu for information.
2. Project Officer, Wage Employment (ACD), _____ All, for information and necessary action.
3. Project officer, Wage Employment (DRDA), _____ All, for information and necessary action.
4. Incharge website.
5. Office circular file.