



J&K Economic Reconstruction Agency
Hotel Tramboo Continental, Dalgate, Srinagar
13 C/C Gandhi Nagar, Jammu



No: ERA/CEO/101/Adm/S301-03
Dated: 21/11/11

Subject: Implementation of File / Dak monitoring system in J&K ERA.

Chief Executive Officer, J&K ERA has directed that an electronic File / Dak monitoring system, as applicable in Civil Secretariat, shall be implemented in Project Management Unit (PMU) J&K ERA, in the first instance, by second week of November, 2011.

In this regard, you are requested you kindly take necessary action for implementation of similar electronic File / Dak monitoring system in J&K ERA, latest by 10th November, 2011. Further, Chief Executive Officer has desired that a compliance report in this regard may kindly be submitted to him by 11th November, 2011.


Special Assistant to CEO

✓ **Network Administrator, ERA**

Copy to:

1. Chief Executive Officer, J&K ERA for kind information.
2. Administrative Officer, J&K ERA for information and necessary action.