



From

Sri. Solomon Arokiaraj, I.A.S.,
Mission Director,
MEPMA (IKP-Urban),
A.P., Hyderabad.

To

All Project Directors,
MEPMA – IKP- Urban,
Andhra Pradesh.

Lr.Roc.No.465/2014/MEPMA/F1/, Date: .11.2015

Sir/Madam,

Sub:- MEPMA (IKP-Urban) – Review of functioning of Project Functionaries – Review with Accounts Officers and Administrative Officers of DPM Units – Review meeting on 07.11.2015 at 10.30 AM in Sub Collector's Office, Near PWD grounds, Vijayawada – Reg.

It is proposed to conduct a review meeting with Accounts Officers and Administrative Officers of District Units of Andhra Pradesh State on 7.11.2015 at 10.30 AM in Sub Collector's Office, Near PWD grounds, Vijayawada on the following issues:-

- Month wise Receipts & Payments and Bank Reconciliation Statements for the period from 01-04-2015 to 31-10-2015.
- Furnish the details of Releases, Expenditure and Balances available indicating the progress (Periodical Statement) for the period from 01-04-2015 to 31-10-2015.
- Submission of pending Utilization Certificates for 2007-08, 2008-09, 2009-10, 2010-11, 2011-12, 2012-13, 2013-14, 2014-15 and 2015-16 as on date.
- Advances and Adjustment particulars for the years 2012-13, 2013-14, 2014-15 and 2015-16 as on date (Advances made to staff individual wise as well as to other institutions pending statement).
- Component wise releases and date of adjustment (Bank Account date) for the period from 01-04-2015 to as on date.
- List of registers maintained in DPMU unit.

- NULM – Bank Account Statement along with Xerox copy of Pass Book newly opened, if not submitted.

Therefore, all the Project Directors are requested to depute Accounts Officers and Administrative Officers of District Units to attend the review meeting scheduled on 07.11.2015 at 10.30 AM at Sub Collector's Office, Near PWD grounds, Vijayawada together with the said information in the prescribed formats without fail.

Yours faithfully,


Addl MISSION DIRECTOR



Copy to:

- The Table of Mission Director, MEPMA
- The Municipal Commissioner, VMC, Vijayawada for information.
- The table of Special Director, MEPMA
- The AMDs
- The Project Director of all the DPMUs with instructions to depute the concerned.
- The PO, UCD, VMC and PD Krishna with instructions to coordinate and facilitate the meeting.