



**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: .02.2016.**

**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 15.02.2016 at 10.30 AM in Conference Hall of MEPMA,AP,Hyderabad @ H.O – Reg. 2


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It is proposed to conduct a review meeting with Accounts Officers and Administrative Officers of District Units of Andhra Pradesh State on 15.02.2016 at 10.30 AM in Conference Hall of MEPMA,AP,Hyderabad @ H.O on the following issues:-

- Furnish the details of Releases, Expenditure and Balances available indicating the progress (Month wise Periodical Statement) for the period from 01-04-2014 to 31-01-2016.
- Submission of pending Utilization Certificates to till date.
- Up to date Advances and Adjustment particulars (Advances made to staff individual wise as well as to other Departments/Programmes pending statement).
- Component wise releases and date of adjustment (Bank Account date) for the period from 01-04-2014 to as on date from H.O & DPMU also.
- Component & Sub-Component wise expenditure particulars of NULM and Non NULM for the years 2014 -15 and 2015-16 upto 31.01.2016.
- Monthly Bank Reconciliation Statement for the month of January,2016 supported with Bank Statements.
- Particulars of A&OE payments in detail (Head of Account wise, i.e.,Vehicle Charges,Stationery & Phone Bills e.t.c...) from 01.04.2014 to till date.
- Advances to Non-NULM (if any) ULBs – Details to be furnished.

Therefore, all the Project Directors are requested to depute Accounts Officers and Administrative Officers of District Units to attend the review meeting scheduled on 15.02.2016<sup>16.02.2016</sup> at 10.30 AM in Conference Hall of MEPMA, AP, Hyderabad @ H.O together with the said information in the prescribed formats without fail.

Yours faithfully,

  
Special Director(SD)  
10/2

Copy to:

The Table of Mission Director, MEPMA  
The Municipal Commissioners, VMC & GVMC for information.  
The table of Special Director, MEPMA  
The AMDs  
The Project Director of all the DPMUs with instructions to depute the concerned.