



From
Sri . P. Chinna Thataiah
Mission Director,
MEPMA (IKP-Urban), AP, Guntur.

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

Lr.Roc.No.465/2014/MEPMA/F1 Date: . 12.2016

Sir/Madam,

Sub:- MEPMA (IKP-Urban) – Review of functioning of Project Functionaries – Review with Accounts Officers , Administrative Officers, Accountants and DEOs of DPM Units – Review meeting on 14.12.2016 and 15.12.2016 at , Guntur – Reg.

It is proposed to conduct accounts meeting with Administrative Officers/Accountants and Accounts Officers and DEOs of DPM Units of Andhra Pradesh State on 14.12.2016 and 15.12.2016 at 10.30 AM in Durga Bai Mahila Sisu Vikasa Kendram (Mahila Pranganam), Guntur on the following issues.

- Submission of pending Utilization Certificates for 2007-08, 2008-09, 2009-10, 2010-11, 2011-12, 2012-13, 2013-14, 2014-15 , 2015-16 & 2016-17 as on date.
- Settlement of Advances.
- To submit the Audit Reports for the year 2015-16 signed by the Project Directors duly comparing with the records.
- Information regarding closed schemes/ returning of funds. Reasons for not returning the amounts.
- The Project Directors are not permitted to keep the funds in fixed deposits. To give clarification .
- Information regarding AWWP updation.
- Confirmation on funds received from MEPMA
- To submit the action plans under SCSP & TSP for the years 2016-17 & 2017-18 signed by the Project Directors .
- To prepare item wise pending UC and submit to head office so as to direct SMCs to monitor the submission of U Cs

Therefore, all the Project Directors are requested to depute Administrative Officers/ Accounts Officers and Accountants of District Units to attend the meeting on 14.12.2016 and 15.12.2016 and DEOs of their DPMUs to attend the review meeting for one day ie., on 15.12.2016 only to attend orientation training on AWP at Durga Bai Mahila Sisu Vikasa Kendram (Mahila Pranganam), near Zilla Parishad Office, Back side Collector's bungalow, Guntur.

Yours faithfully,



for **MISSION DIRECTOR**

Copy to the Project Directors of MEPMA