



**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: 02.02.2017**

**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 07.02.2017 & 08.02.2017 at , Guntur – Reg.

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It is proposed to conduct accounts meeting with Administrative Officers/Accountants and Accounts Officers and DEOs of DPM Units of Andhra Pradesh State on 07.02.2017 & 08.02.2017 at 10.00 AM in Durga Bai Mahila Sisu Vikasa Kendram (Mahila Pranganam), Guntur on the following issues.

- Submission of pending Utilization Certificates as per the discussions held in the previous meeting.
- Information regarding closed schemes/ returning of funds. Closure of fixed deposits
- Review on expenditure incurred from 01.04.2016 to till 31.01.2017
- Implementation of AWWP from 15.02.2016 without fail. Keeping AO/ Accountant responsible for implementation of AWWP.
- Particulars of expenditure incurred for the funds released under SCSP & TSP components.
- Project Directors to obtain online view option for the all accounts being operated by the Project Directors from the banks and furnish the ID & Password to MD, MEPMA so as to observe the day to day transactions of DPMUs by MD, MEPMA.
- Vouchers from 01.10.2016 to 31.01.2017 for verification by the Finance Manager.
- Submission of voucher wise expenditure particulars of NULM from 01.04.2016 to 31.01.2017 in the following proforma by 06.02.2017 without fail.

**Statement showing the particulars of expenditure incurred under NULM  
from 01.04.2016 to 31.01.2017**

S.No	Purpose	Component	Cheque issued to	Cheque No	Date	Amount

Therefore, all the Project Directors are requested to depute Administrative Officers/ Accounts Officers and Accountants of District Units to attend the meeting on 07.02.2017 and 08.02.2017 and DEOs of their DPMUs only for one day ie., on 08.02.2017 for orientation training on AWWP .

Yours faithfully



**MISSION DIRECTOR**

Copy to the Project Directors of MEPMA

*2/2/17*