



From
Sri . P. Chinna Thataiah
Mission Director,
MEPMA, AP Guntur.

To
The Project Directors of DPMUs including
GVMC & VMC.

Lr.Roc.No.8248/MEPMA/2017/F Date:04.05.2017

Sir,

Sub:-MEPMA -AWFP Training at Tirupati on 10.5.2017 & 11.5.2017-Certain information-
Requested-Reg.
Ref:- Lr.Rc.No. 8248/MEPMA/2017/F dt 28.04.2017 of this office.sss


In continuation of the reference cited, the Administrative Officers/Accountants and Accounts Officers and DEOs of DPM Units of Andhra Pradesh State are requested to attend the meeting with the following information:-

1. Statement showing the details of employees DPMU wise and ULB wise(Government, Outsourcing- PRPs, Cos, CLR, DEOs (PWD volunteers if any) both in NULM and Non-NULM as shown below:-

S.No	Name of the DPMU/ULB	Name of the Employee	Designation	Salary/Remuneration/Honorarium paid per month	Component from which paid	Whether sanctioned post Yes/No	If NO copy of orders for payment
1	DPMU						
2	ULB						

2. All the debit vouchers generated in AWFP during April 2017 for verification.
3. Details of statutory payments (IT, PT, ST) made during April 2017
4. Receipts, Expenditure and Balance Statement for March 2017, Bank statements, Cash Books so as to verify with audit report.
5. List of pending payments for all components.
6. Utilisation Certificates for the expenditure incurred during April 2017.
7. Cash Book, Cheque issue register, Pay bill register, Cheque books for April 2017.
8. Types of transactions carried out in the districts.
9. Settlement of advance by PD, Krishna.

Yours faithfully,


for **MISSION DIRECTOR**