

File No.465/2014/MEPMA/F1



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

**To**  
The Project Directors of DPMUs including  
GVMC & VMC.

**Lr.Roc.No. 465/2014/MEPMA/F1 Date: 05.12.2017**

**Sir,**

**Sub:-MEPMA - Review of functioning of Project Functionaries – Review with Administrative Officers, Accounts Officers / Accountants of DPMUs on 12.12.2017 at MEPMA Head Office, Guntur – Requested to depute staff to attend the meeting -Reg.**

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It is proposed to conduct meeting with Administrative Officers and Accounts Officers / Accountants on 12.12.2017 in MEPMA Head Office, 2<sup>nd</sup> Floor, Sahasra Apartments, Opposite Hosanna Mandir, Gorantla, Guntur to review finance related issues.

In this connection, all the Project Directors of DPMUs, PD GVMC and PO VMC are requested to depute the Administrative Officers, Accounts Officers / Accountants together with action taken report of the previous meeting, up-to-date Utilisation Certificates etc., to attend the review meeting on 12.12.2017 in MEPMA Head Office without fail.

Yours faithfully

**MISSION DIRECTOR**

Copy to the SMMs and SMCs of HO with instructions to attend the meeting without fail.

**Signature valid**

Digitally signed by Pothala  
Chinna Thataiah  
Date: 2017.12.06 17:04:57 IST  
Reason: Approved