



Mission for Elimination of Poverty in Minicipal Areas (MEPMA)
Dept. of Municipal Administration & urban Development
Government of Andhra Pradesh



From
Sri P. Chinna Thathaiah ,
Mission Director,
AP MEPMA,
Guntur- 522034.

To
The Project Directors and DPROs
of DPMUs including GVMC & VMC

Lr. No . 4/MIS /2018-19, Date: 01-05-2018

Sub: MEPMA- MIS- Documentation Wing – Monthly Meeting with DPROs on 10.05.2018 at MEPMA Head Office, Guntur- depute staff to attend the meeting-Reg.

Ref: Lr.No . 4/MIS /2018-19, Date: 07-04-2018

It is proposed to conduct monthly meeting with DPROs from all the Districts on 10th May, 2018 at MEPMA Head office, 2nd floor, Sahasra building, opposite Hosanna Mandir, Gorantla, Guntur to discuss monthly progress of Documentation. All the DPROs are requested to Submit the following records on the day of meeting.

- News Paper clippings manual record file.
- Video clippings of events in the form of CD/DVD.
- Details of list of activities planned for upcoming month.
- Five success stories and five major events documentation(soft and hard copy)
- Allotted DSLR cameras

In this connection, all the Project Directors of DPMUs. PD GVMC and PO VMC are requested to depute Concerned DPROs together with relevant information mentioned above to attend the monthly meeting on 10.05.2018 at MEPMA Head Office without fail.

Yours faithfully

MISSION DIRECTOR

11/5/2018