

**Minutes of meeting of Accountants/Administrative Officers/Accounts Officer of AP MEPMA held
on 14.9.2016 & 15.9.2016.**

Finance Manager, MEPMA addressed the Accountants/Administrative Officers/Accounts Officers of DPMUs who have attended the meeting. As per the instructions received from MEPMA Head Office all the AOs/Accountants have attended the meeting with cash books and vouchers. Finance Manager MEPMA has instructed all the AOs/ Accountants to inter check their the records and also to compare with one another so as adopt uniform procedure in accounting.

Additional Mission Director, MEPMA has attended the meeting and checked the expenditure particulars of both NULM and Non NULM components of all the 13 districts to find out the correctness.

It is noticed that the funds transferred from one component to other and the funds kept under fixed deposits also shown as expenditure.

NULM/Non NULM observations:


1. Guntur:- a) An amount of Rs. 25,16,433/- is shown as expenditure under others. Details of said amount to be furnished.
b) An amount of Rs. 2,13,35,50/- is shown as expenditure under EST&P which needs verification and confirmation.
2. Krishna:- a) An amount of Rs. 2,39,70,00/- is shown as expenditure under SUH which needs verification and confirmation.
b) Bank deposits and transfer of funds from Non NULM to NULM vise versa are shown under expenditure, which is wrong and it has to be corrected.
3. Nellore:-A&OE recoupments from Non NULM are shown as expenditure, which is to be revised and reconciled & Rs. 13,02,337/- is shown under others, for which details are to be furnished.

4. Srikakulam:-An amount of Rs. 31,37,193/- is shown as expenditure under A&OE which is to be reconciled and submitted to HO . Details regarding Rs. 4,86,00,000/- shown under others are required.
5. Visakhapatnam:-Funds released to GVMC are booked as expenditure which is not correct. It is to inform that until UCs are obtained from GVMC the funds released to GVMC will be treated as advance and for Rs. 37,325/- shown under others – details are to be furnished.

In this connection, AMD, MEPMA has instructed the AO/Accountants to send the correct expenditure figures in the monthly receipts and expenditure statements submitted to Head Office and further, instructed them to indicate in the remarks column the transfers, remittances in banks etc.,

1. Instructions have been issued to refund the balances under closed programmes such as SECC, RAY, VLR, USHA together with interest.
2. Submission of receipts, expenditure and balance statements on or before 5th of every month to HO . which is non-negotiable.
3. To submit the expenditure particulars in the revised proforma communicated by HO and similar accounting procedure to be followed in DPMUs
4. Instructed to submit requirement of funds under Non-NULM ie, Salaries.
5. UCs to be submitted component wise and scheme wise.

All the Project Directors of DPMUs are requested to issue necessary instructions to the concerned to ensure that the defects/discrepancies are rectified and to submit compliance report to HO within a week.


Addl. Mission Director (Admn)
Mission for Elimination of Poverty in Municipal Areas
Govt. of A.P. Guntur