

**Minutes of the meeting held by the Mission Director, MEPMA
on 13.08.2019 at 11.00 AM regarding all MEPMA activities**

The following officers / staff / consultants have attended the review meeting

1. Sri. D. John Samson, Addl. Mission Director, MEPMA
2. Dy. Executive Engineers, HFA, MEPMA
3. State Mission Coordinators, MEPMA
4. Consultants, E&Y

The Mission Director, MEPMA has reviewed the progress of all activities of MEPMA and given the following instructions.

Support to Urban Street Vendors:

- Identification of beneficiaries for the Maqtha street vending zone pilot and also to revise the designs.
- Finalization of a date for the convergence meeting with DMCs SUSV, SMID & ESTP initiatives.
- Liaison with Sri. Phalgun Kumar, Deputy Director, O/o CDMA for inclusion of street vendor grievances in the citizen services monitoring system and Citizen Buddy app.
- Understanding street vendor needs and grievances to be included in the street vendor charter and street vendor grievance mechanism
- Finalization of funding mechanism for the Suryapet pilot initiative.
- Finalization of Nizamabad City Street Vending Plan

Action: EY (SUSV) & SMC, SUSV

Social Mobilization and Institution Development:

- To issue instructions to MCs to review the performance of RPs once in a month on a fixed date.
- To issue circular regarding Leadership rotation in SHGs, ALFs / SLFs and TLFs to be done as per the bylaws.
- The TMC should submit the TLF minutes to the concerned Municipal Commissioner every month and the MC should review the activities of TLF at least once in a quarter.
- PD, MEPMA to review DMCs/TMCs/COs/DEOs on all MEPMA activities once in a month.
- PD, MEPMA to review the RPs once in 3 months and also to review the activities / minutes of TLF meetings every month.
- To develop monitoring system for reviewing the progress of RPs and Field Staff.
- To enter into agreement with IPAI to validate the audit reports of SLFs / ALFs and TLFs and also the audit credentials of Auditors who have conducted the audit.

- M.K.Chaitanya, SMC to visit Karimnagar, Dr. Y.Sujatha and Smt. G. Padma, SMCs to visit Peddapally and V. Prasanna Kumar, SMC to visit Miryalaguda to observe the following activities on SMID and submit a feedback report to MD, MEPMA before 19th August 2019.
 - TLF meeting Agenda
 - Action Plan and Roles of RPs
 - Change of leadership on rotation – SHGs/ALFs/TLFs
 - Maintenance of books – ALF/SLFs and TLFs
 - Status of Audit of ALF/SLF and TLFs
- To update on process of engagement of UMC, their work plan, etc in GWMC
 - Action: EY (SMID) & SMC, SMID

Self Employment Program:

- To complete EDP RFP and put up file
- To send a letter to HDFC regarding sanctioning of bank linkage to CIGs
- Presentation by identified institutions on EDPs may be rescheduled
 - Action: EY (SMID) & SMC, SEP

Shelter for Urban Homeless:

- To circulate file regarding new construction of shelters of 5 ULBs
 - Action: SMC, SUH & DEE (HFA)

Other instructions:

- To give feedback on field visit to MD madam.
- To organize the meeting with Tata Volunteers on 17.08.2019.
- To record minutes every week and submit action points in next week review.

For Mission Director,
MEPMA, Telangana

To
All the concerned for necessary action.

Copy to
The Project Directors, MEPMA of all Districts of Telangana.
The Municipal Commissioners of all ULBs of Telangana.

Copy submitted to the Mission Director, MEPMA for kind information.