



పట్టణ పేదరిక నిర్మూలన సంస్థ

MISSION FOR ERADICATION OF POVERTY IN MUNICIPAL AREAS (MEPMA)
Department of Municipal Administration & Urban Development, Government of Telangana



From
Dr.T.K.Sreedevi, IAS,
Mission Director,
MEPMA Telangana,
HYDERABAD.

To
All Project Directors,
Municipal Commissioners &
Project Directors, MEPMA.
Telangana State.

Lr.No.466/2014/MEPMA/E1, dated: 19-10-2019

Sir,

Sub: - MEPMA – Estt., – MEPMA activities – Evaluation of progress on the workdone by the District Mission Coordinators, Town Mission Coordinators Asst. District Mission Coordinators and Community Organizers – Progress report called for – Review purpose – Reg.

Ref: - 1) Circular Resolution of the Executive Committee, dt: 16-01-2019.
2) Lr.No.466/2014/MEPMA/E1, dated: 21-05-2019.
3) This office Lr.No.466/2014/MEPMA/E1, dt: 28-05-2019 of the Mission Director, MEPMA. Hyderabad.

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I invite your attention to the reference cited and you are well aware that the Government have approved the HR policy to the personnel who have completed 5 years of service in MEPMA organization upto 31-08-2018.

In this regard, in the reference 2nd & 3rd cited the Municipal Commissioners & Project Directors, DPMU MEPMA have already requested to send the attendance details for every month in variably by 21st of every succeeding month along with performance reports (targets & achievements) of the individuals covered under HR policy working in MEPMA against their targets and also duly certified by the Municipal Commissioners & Project Directors, DPMU MEPMA that if any adverse remarks are there against each individual at District and ULB level but it is observed that the Municipal Commissioners & Project Directors are furnishing the attendance particulars of outsourced persons working in MEPMA without certifying their performance targets and achievements which is unsatisfactory.

It is to inform that, under HR policy at clause 5.2 it is provided that self appraisal report in the prescribed proforma should be obtained by the reporting officer from the individual employee during the period under report within one month after 21st of every month.

If for any reason, the Self Appraisal Report is not received by the reporting officer within the stipulated period, he may write the Performance Appraisal Report (PAR) without SAR duly reporting the fact of non-receipt of SAR from the officer reported upon.

In this regard, all the Municipal Commissioners & Project Directors, DPMU MEPMA are once again requested to send the attendance details along with performance report of the individual covered under HR policy and working in MEPMA in the prescribed proforma already communicated and enclosed duly certifying the performance and achievements against the targets allotted with field visits on daily basis.

This may please be treated as important item of work to review their performance frequently.

Encl : Proforma

Yours faithfully


For MISSION DIRECTOR


Copy to
State Mission Coordinators (SMCs), MEPMA for necessary action

Copy submitted to
The table of Addl Mission Director, MEPMA TS, Hyderabad for kind information
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