

GOVERNMENT OF TELANGANA
MUNICIPAL ADMINISTRATION DEPARTMENT

Office of the
C&DMA, & M.D., MEPMA, T.S., Hyderabad

Peshi/2/2020

Dt:22.10.2020

M E M O

Sub:- C&DMA & MEPMA – Payment of Salary to all employees working in C&DMA and Mepma by 1st of every month duly closing the attendance period by 25th of every month as cut off date – Certain Instructions issued – Reg.

Ref:- 1.Instructions of Hon'ble Minister for MA&UD,Indi, IT & C, during the review meeting of Sangareddy, Siddipet and Medak Districts Municipalities along with Hon'ble Minister for Finance.
2.Circular Roc.No.207890/2020-H2, Dated 10.07.2020 of C&DMA, T.S., Hyderabad.

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With references to the subject cited above and in compliance to the instructions cited in the reference cited above, it is brought to the notice of the Mission Director, MEPMA, that the payment of wages to all are being occasionally delayed and as such the employees are facing hardship during such periods. In order to avoid such delays, the Project Director, MEPMA, DMC/PD in the State are hereby instructed to finalize the attendance of all the employees working on outsourcing basis by 24th of every month and shall process for payment of salary of all the employees so that every employee shall receive their salary invariably on 1st of every month along with all the other employees.

2. The monthly cycle of attendance for the employees shall be henceforth considered from 25th Previous month to 24th of this month, and complete the process of approvals by 30th of every month and ensure payment on 1st at any cost henceforth. In case of any unavoidable reasons, the payment shall not be delayed beyond 5th of every month. Any failure, will amount to dereliction and will attract severe disciplinary action.

3. The above instructions shall be followed scrupulously.

Sd/- Dr.N.Satyanarayana, IAS
C&DMA and Mission Director

To

- 1.The Project Director, Mepma in the state.
2. Administrative Officer, MEPMA.
- 3.Administrative Officer, C&DMA

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K. Srinivasa Rao 22/10/2020
PA to C&DMA and MD, MEPMA