

From  
Smt. Anita Ramachandran, I.A.S.,  
Mission Director, MEPMA  
Hyderabad

To  
All the Project Directors,

**Lr .Roc. No.16/IB/2013-14/D1**

**Dated 5.9.2013**

**Sub:-** MEPMA-Capacity Building programmes - TLF RPs Training Program on Book keeping concepts – nomination of the TLF RPs - Requested - Reg.

**Ref:-** Action Plan 2013-14 under MEPMA and CB Plan for the year 2013-14.

\* \* \* \* \*

As part of Action Plan 2013-14, it is proposed to train TLF RPs on Book keeping Concepts at CMTC(City Managers Training Centre ). Accordingly PDs are requested to nominate the TLF RPs from all ULBs as mentioned hereunder.  
The details are as follows:

Date of the training programmes	Proposed no. of TLF RPs from districts	Names of the proposed districts	Address & Contact No. of the training Institute
16/9/2013 to 18/9/2013	45	Chittoor, Kurnul , Guntur, MBNR, Visakapatnam	CMTC, Banjarahills, Road no:12, Hyderabad
19/9/2013 to 21/9/2013	40	Vijayanagaram, Kadapa, Krishna, East.G , West.G	

Hence PDs in consultation with IB specialists are requested to nominate them for the trainings for the given schedule and ensure that they shall report at the venue before 9.30 am on scheduled date of starting.

Further it is informed that the travel expenditure 2<sup>nd</sup> class Non-AC bus fares/second class train fares shall be borne from out of UCDN component to TLF RPs .

  
**MISSION DIRECTOR,**

**Note :** TLF RPs shall not get accompaniers along with them for training.