

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

To
The Project Directors
The Commissioners of GVMC, VMC

Lr. Roc. No. 412/13 /SPL/C, date: - 25 -06-2013

Sub: MEPMA –Special initiative- SHG livelihoods-Stitching of Uniforms to the BC Hostels - through SHGs of urban areas - certain instructions -Reg.

Ref: 1. EC Meeting of MEPMA held on 06-04-2013
2. Lr.Rc.No.D1/3251/2013, Date: 23-04-2013
3. Lr. Roc. No. 412/13 /SPL/C, date: 10- 05-2013



I invite your attention to the references cited, wherein the Project Directors have been instructed to undertake the initiative of stitching of uniforms to the boarders of BC Welfare hostels across the state.

In this regard all the PDs are requested to do the following without fail:

1. Meet the Dy.Director/ BC Welfare officers of the district concerned; discuss the status and exchange the information about the assigned task.
2. Assign the hostels to the MEPMA staff by averaging with the number of hostels to the number of employees available (All the District Specialists, Junior Specialists, and PRPs & COs). These employees should implement and monitor the entire activities which includes logistics, stitching, cutting, movement of SHG women, their well being at the hostels, handing over uniforms to the hostels etc.
3. In all the districts, additional numbers of Tailors and cutters have to be kept ready for any contingency.
4. Matching and batching to be cross checked for entire hostels and finalize it before starting the activity.
5. Orient the selected SHG women about the task and process activities from cutting to the handing over of uniforms at the hostel points.

6. Finalize the transportation mode of Sewing Machines to the hostel points.
7. Complete the attached format and submit to this office.
8. Categorize the uniforms (eg. Shirt and pants, Churidars)
9. Based on the categories and the number of uniforms per category, the cloth has to be given to the SHG women (Tailors) by the in-charge of the hostel.
10. The cutter assigned to the hostel should be sent to the hostel before stitching work begins.

Yours faithfully,
Sd/-Anita Ramachandran
MISSION DIRECTOR


Additional Mission Director

Copy to the Director of BC Welfare

FORMAT
Details of the Incharges for the Hostels
Uniforms Project with BC Welfare Department

[illegible]

1

3

6

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MEPMA Incharge for the Hostel

Name of the Hostel

Name of the ULB

Remarks