

**MUNICIPAL ADMINISTRATION DEPARTMENT
MISSION FOR ELIMINATION OF POVERTY IN MUNICIPAL AREAS
TELANGANA, HYDEABAD**

From
Dr. N.Satyanarayana, IAS.,
Mission Director,
MEPMA,
Hyderabad.

To
All the Project Directors,
DPMU- MEPMA,
Telangana State.

Sir / Madam,

Lr.No.536/2014/MEPMA/E1,21/09/2021

Sub: - MEPMA – Estt., – Implementation of HR Policy to the outsourced personnel working in MEPMA – Proposals of outsourced employees who have completed 5 years of service as on 31-08-2021 – Called for.

Ref: - G.O.Ms.No.163 MA&UD (UBS) Department, Dt: 01-09-2018.

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I invite your attention to the reference cited and it is to inform that, the Government in the reference cited have approved the HR Policy to the outsourced personnel working in MEPMA Telangana through out source agency State who have completed 5 years of service.

2. In this regard, it is felt necessary to obtain accurate information of the outsourced personnel presently working and completed 5 years of service in MEPMA as on 31-08-2021 of all categories engaged by concerned District Collector through outsourced agencies in the prescribed format (enclosed) along with the attested copies of education qualification certificates, appointment orders, caste certificate, Aadhaar card and other authenticated documents and EPF and ESI numbers of contribution and if any.

3. Therefore, all the Project Directors, DPMU-MEPMA are requested to furnish the details of the personnel working in MEPMA who have completed 5 years of service as on 31-08-2021 in the prescribed proforma to reach this office by 30-09-2021 for taking necessary action.

Encl: Proforma

Yours faithfully
G Nalini Padmavathi
ADDITIONAL

MISSION DIRECTOR

Copy to:

Municipal Commissioners for information and necessary action.
All the Addl. Collectors -LB of concerned Districts for information:
All the District Collectors of concerned Districts for information .

Signed by G Nalini
Padmavathi
Date: 21-09-2021 13:10:53
Reason: Approved

**PROFORMA SHOWING THE PARTICULARS OF OUTSOURCED PERSONNELS WORKING IN MEPMA-AT STATE, DPMUs & ULBs
WHO HAVE COMPLETED 5 YEARS OF SERVICE AS ON 31-03-2021**

Name of the District :

Name of the ULB :

Name of the Agency :

Sl.No.	Name of the Outsourced Employee (Presently working)	Father/Husband Name	Sex M / F	Date of Birth	Educational Qualifications	Caste Category OC/BC/SC/ST	Caste/Sub-Caste	Date of entry into MEPMA	Post held at the time of first joining	Present Designation
1	2	3	4	5	6	7	8	9	10	11
Date of working in the present post	Present Monthly Remuneration	Aadhar Number	Present place of working	Recruited Agency Particulars	Letter No & date of appointment	Recruited under the category BC/SC/ST/Open (pl.specify)	Permanent Address	Present Address	If any disciplinary cases & action	Remarks if any
12	13	14	15	16	17	18	19	20	21	22

Note: The above information should submit immediately.

DMC / PD I/c

AO

PD / MC