

OFFICE OF THE DIRECTOR OF MEDICAL EDUCATION, A.P., HYDERABAD.

No.Spl/DME/2013,

Dated.26.11.2013.

CIRCULAR

Sub: APMES – Monthly Review meeting with DDO's on 5th day of each month – Reg.

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The attention of the Heads of the institution under the control of Director of Medical Education, A.P., Hyderabad is invited to the reference cited, and they are requested to depute the DDO's to the Director of Medical Education office on 5th of each month at 11.00 AM along with the following information. If 5th happens to be a Public Holiday then the meeting will be convened the next working day.

AGENDA:

- 1) Cadre Strength details including contract and outsourcing personal
- 2) Budget Utilization and requirements each headwise
- 3) Pending Court cases
- 4) Pending Audit Paras
- 5) Any other issues

Action will be initiated to those officers who fail to attend the said meetings.

Director of Medical Education.

To,

The Directors, RIMS, Kadapa / Ongole / Srikakulam / Adilabad.

All the Principals of Govt. Medical Colleges in the State.

All the Superintendents of Teaching Hospitals in the State.

Copy to CIO with a request to upload the circular keep in the DME Website / Email to all the addresses.

Copy to the S/F.