

**Field visit formate for DPMs**

**Name of the District:**

**Name of the office:**

**Name of the Block :**

**Disignation:**

| S.No | Activity   | Details of SHGs |  |  | Details of VOs |  |  | Details of CLFs |  |  |
|------|--|-----------------|--|--|----------------|--|--|-----------------|--|--|
| 1    | Name of the Village  |                 |  |  |                |  |  |                 |  |  |
| 2    | Name of the Cluster  |                 |  |  |                |  |  |                 |  |  |
| 3    | Name of the Village  |                 |  |  |                |  |  |                 |  |  |
| 4    | No.of members in the SHG/VO/CLF                                  |                 |  |  |                |  |  |                 |  |  |
|      | No. of PoP/poor HHs left out                                     |                 |  |  |                |  |  |                 |  |  |
|      | No. of SHGs/VOs formed   |                 |  |  |                |  |  |                 |  |  |
| 5    | No.of meetings conducted   |                 |  |  |                |  |  |                 |  |  |
| 6    | Total Savings  |                 |  |  |                |  |  |                 |  |  |
| 7    | Received RF  |                 |  |  |                |  |  |                 |  |  |
| 8    | Received CIF   |                 |  |  |                |  |  |                 |  |  |
| 9    | Received VRF   |                 |  |  |                |  |  |                 |  |  |
| 10   | Received start up fund   |                 |  |  |                |  |  |                 |  |  |
| 11   | Recieived Samu Sakhi/AW budget                                   |                 |  |  |                |  |  |                 |  |  |
| 12   | Received re-loan from higher institution                         |                 |  |  |                |  |  |                 |  |  |
| 13   | Received Credit linkage  |                 |  |  |                |  |  |                 |  |  |
| 14   | No.of small loans  |                 |  |  |                |  |  |                 |  |  |
| 15   | Total amount of small loans                                      |                 |  |  |                |  |  |                 |  |  |
| 16   | No.of Big loans  |                 |  |  |                |  |  |                 |  |  |
| 17   | Total amount of big loans  |                 |  |  |                |  |  |                 |  |  |
| 18   | Tota no.of loans   |                 |  |  |                |  |  |                 |  |  |
| 19   | Total loan amount  |                 |  |  |                |  |  |                 |  |  |
| 20   | % of repayment as per demand                                     |                 |  |  |                |  |  |                 |  |  |
|      | a)CIF including RF & Savings                                     |                 |  |  |                |  |  |                 |  |  |
|      | b)Bank loan  |                 |  |  |                |  |  |                 |  |  |
| 21   | Panalties  |                 |  |  |                |  |  |                 |  |  |
| 22   | Total out standing amount on members                             |                 |  |  |                |  |  |                 |  |  |
| 23   | Total out standing amount to higher institution(to be paid loan) |                 |  |  |                |  |  |                 |  |  |

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|------|---|-----------------|--|--|----------------|--|--|-----------------|--|--|
| 24   | Expenditure(BK honorarium,TA s, stationary, other any consupotional exp.) |                 |  |  |                |  |  |                 |  |  |
| 25   | Repaid intrest amount to VO/CLF/Bank                                      |                 |  |  |                |  |  |                 |  |  |
| 26   | Bank balace   |                 |  |  |                |  |  |                 |  |  |
| 27   | Cash balance  |                 |  |  |                |  |  |                 |  |  |
| 28   | Record keeping of SHG/VO/CLF(Everage/Good/Very good)                      |                 |  |  |                |  |  |                 |  |  |
| 29   | Sub committees formed(yes/no)   |                 |  |  |                |  |  |                 |  |  |
| 30   | If formed sub committees, functioning or not?                             |                 |  |  |                |  |  |                 |  |  |
| 31   | Granding status(A grade only)   |                 |  |  |                |  |  |                 |  |  |
| 32   | Staff review is being or not?(yes/no)                                     |                 |  |  |                |  |  |                 |  |  |
| 34   | Timely paymemt of Cadre   |                 |  |  |                |  |  |                 |  |  |
| 35   | Youth mobilisation(RSLDC/CIPET/LIFE)                                      |                 |  |  |                |  |  |                 |  |  |
| 36   | No. of trained BKs/VOAs   |                 |  |  |                |  |  |                 |  |  |
|      | No. of immersed AW/Samusakhi  |                 |  |  |                |  |  |                 |  |  |
| 37   | Any other obsevation  |                 |  |  |                |  |  |                 |  |  |
| 38   | Acitions  |                 |  |  |                |  |  |                 |  |  |
|      | a)  |                 |  |  |                |  |  |                 |  |  |
|      | b)  |                 |  |  |                |  |  |                 |  |  |
|      | c)  |                 |  |  |                |  |  |                 |  |  |

Signature  
Disignation