

**PRM MINUTES - MIS**

**PRECEEDING OFFICER: S. Harikishore IAS, Executive Director, SPEM**

**VENUE: Kudumbashree HO**

**DATE: 03/07/2018**

**OFFICER IN CHARGE: Pramod K V (PO-Org)**

Sl no	Discussion point	Review of the Targets Given in the last PRM	Achievement	Action to be taken	Target for next PRM
1	Scale up of Transaction Based SHG Digital Accounting System (TBSDAS)	The target given was to upload the transaction data of 50 new SHG to the TBSDAS per rural CDS	<p>Only 2 districts could achieve above 75% of the task. Kasargode, Wayanad were appreciated for the same. Following are the % of achievement of all districts.</p> <p>KSD 83.47%  WYD 76.78%  TSR 71.98%  TVM 66.68%  KNR 50.87%  EKM 47.41%  PTA 33.51%  KLM 32.88%  PKD 30.77%  IDK 29.65%  MLP 28.51%  KKD 19.34%  ALP 17.15%  KTM 16.76%</p>	<ol style="list-style-type: none"> <li>1. CDS accountant should be given the responsibility for achieving the target.</li> <li>2. ADMC (ORG) is given the charge of monitoring the progress.</li> <li>3. All RPs including the new Recruits should be convinced the work is not a onetime activity but a long term project.</li> <li>4. RPs may be given incentives as per their work progress on a regular basis.</li> <li>5. Include DPM(mf), Nrlm accountant, BCs MIS(i/c) and rural CDS accountants to monitor the error reporting pages</li> </ol>	Upload transaction data of 50 new NHGs in every rural CDS and also complete the pending target of August PRM if any.(50+ pending target)

2	CBO profile creation (NHG, member , ADS, CDS)	The target given was to achieve 100% and update regularly as per progress	<p>NHG profile- Three Districts completed the task but need to make relevant correction (Kasargode, Kollam, Wayanad).</p> <p>Member profile- - Two Districts completed the task but need to make relevant correction (Kasargode, Wayanad).</p> <p>ADS profile - Five Districts completed the task but four need to make relevant correction. (Palakkad, Kollam, Wayanad, Kannur, Trivandrum)</p> <p>CDS profile - Seven Districts completed the task. (Palakkad, Wayanad, Ernakulam, Trivandrum, Kottayam, Kasargode, Pathanamtitta)</p>	Complete the data entry by and corrections before 20/08/2018	Keep the data up-to-date every month
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3	Fund Disbursement data entry	Complete 2018-19, 2017-18 and 2016-17	All districts completed the data entry for the FY 2017-8. But achievement was unable to quantify due to the improper selection of fund disbursement date while entering data.	All the pending data entry for the FY except 18-19 should be done through <b>previous Fund disbursement module</b> (do NOT add through CBO fund proposal)	Achieve 100% in data entry for FYs 2017-18, 2016-17, 2015-16 and 2018-19 if any
4	NRLM MIS Monthly progress report (MPR)			<ul style="list-style-type: none"> <li>• Monitor NRLM MPR at ADMC(mf&amp;mis) level on 10<sup>th</sup> of every month.</li> <li>• Include DPMs into MPR uploading assignment (Organisation, Microfinance, Marketing, MKSP, SVEP)</li> <li>• Include BCs(mis i/c) for MPR data collection and data entry</li> <li>• DPMs should follow the MPR related work as per the Role, responsibility and work description mention on the email send by HQ dated 02/08/2018.</li> </ul>	From July onwards MPR must be uploaded in camp mode at DPMs level on or before 8 <sup>th</sup> of every month. Organisation, MF, CEF, MKSP, SVEP data must also be included.

5	State MIS data entry	To achieve 100 % thrift, linkage and Ashraya Expenditure data entry.	Seven districts are above 90% for FY 17-18 and 4 districts for the FY 2018-19	Complete the data up to date	Keep the data up-to-date every month
6	eoffice implementation at the Districts				<ol style="list-style-type: none"> <li>1. Infrastructure upgrade: BSNL leased line connection , Computer and Scanner purchase</li> <li>2. NIC email and eoffice Login creation: database creation of all DMC office staff who are handling the file.</li> <li>3. Training for users: two day training for all eoffice users.</li> </ol>