

My ME Primary Report – Template

Details of the responsible officer	
Name of District	THRISSUR
Name of Person In charge	PRIYA T A
Designation	NULM- Multi task personnel
Contact Number	9846580455

Basic information about the Unit		
1	Name and contact number of ME unit adopted	Ruchi Canteen & Catering Beena harish-9846747310
2	Area of operation	Mini Civil station Building, Chalakydy
3	Location of ME	Chalakydy
4	Name & contact Number of MEC in charge	Joicy 9495562274
5	Whether MEC visits regularly and supports the unit?	Not regularly.
6	Individual / Group	GROUP
7	If group, Total no of members	5 members
8	Scheme(RME/Yuvashree/others(Specify)	SJSRY
9	Details of trainings received (PIP/EDP/Skill/Accounting & Auditing/ Others(Specify)	EDP training completed
10	Whether unit need any training	NO
11	Present Marketing strategy/Channels	MOUTH PUBLICITY
12	Whether unit have any idea for business expansion or Diversification	YES



Officer in charge along with Ruchi Canteen members

- **Machinery details including Production Capacity:** lack of vessels they can't place bulk orders of catering.
- **Major observations/findings:** they need further assistance from Kudumbashree for expanding their unit. like linkage loan or any other financial assistance. each members pooled fund for modification of the building. Rental fee is high. Revolving Fund not distributed because grading is not completed lack of accounting and auditing
- **Suggestions for improvement:** the unit did not have proper publicity flex board. Infrastructural facilities like table chairs, vessels are needed. Auditing & book keeping daily registers are to be created , training for book keeping and auditing is essential .
- **initiative needed for improvement:** "flex board ,improvement of physical appearance
- Remarks if any

Thanks