Institution and Human Capacity Building (IHCB)

User Manual Document 2.0

TATA CONSULTANCY SERVICES

TATA Consultancy Services Limited
May 2014

LIST OF ABBREVIATIONS

Abbreviation\Acronym	Description
SERP	Society Elimination of Rural Poverty
SHG	Self Help Group
IHCB	Institution and Human Capacity Building
MS	Mandal Samakhya
VO	Village Organization
ZS	Zilla Samakhya
APM	Assistant Project manager
CA	Charter Accountant
GB	General Body
AR	Annual Returns
ATR	Action Taken
AOR	Audit Observation Report
ARF	Annual Return Filing

IHCB (Institution human and capacity building**)** includes the following module.

- **Statutory Audit**
- **Internal Audit**
- **Legal Compliance**

Login information

Main Login Screen

1.This is the main **Login** screen of IHCB application.

2.To **Login** Enter the **User name** and **Password.**

3.After entering the user name and password click on **Login** button.

Note: The User name and password should be in capital letters Only.

There are two Logins:

- **CA Login**

- **APM Login**

- **CA Login:**

1.After logging the home page is displayed.

2.The screens displayed in Home page are

Schedules

CA Reports

Change password

Logout

SCHEDULES:

In the Home page,After Clicking on Schedules the below mentioned links will be displayed.

1.Schedule entry

2.View Financial Statements

CA REPORTS:

In the Home page,After Clicking on CA Reports the below mentioned links will be displayed.

1.Audit Observation Report

2.CA Uploads

CHANGE PASSWORD:

In the Home page click on **Change password** link, to change the password for the Login

LOGOUT:

In the Home page click on **Log out** link, to **Log out** from the application.

Schedule Entry:

The Schedule entry consists of 24 **Schedules**

The Data entry is done for all the **24 Schedules.**

Schedule 1:Fees and Charges (Receipts)

- When we select the Schedule-1,the below screen is displayed

- Here Only General Account is allowed for Data Entry(i.e, **RECEIVED_GENERAL** and **RECEIVABLE_GENERAL**)

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' pop up is thrown.

- If there is Any modifications we can reopen the **Schedule-1,**view the details,modify the details and update the details.

Schedules 2:FEES AND CHARGES (PAYMENTS)

Institution and Human Capacity Building
Telangana

Schedules   Reports   Change Password   LogOut

User Name : DMG_MBNR02   DMG Name : DMG   Financial Year : 2013-2014

Sample Data Entry Format   Download Blank Schedules   Check Incomplete Schedule

SCHEDULES

Financial Year	2013-2014	Level : *	MS
Financial Year Level *	Apr-Mar	Financial Year Level *	A
Cluster *	Alampur	Mandal *	Waddepalle
VO	--Select--	Schedules *	Schedule_2_FEES AND CHARGES(PAYMENTS)
Project	--Select--	Account No	--Select--

Note: Fields with "*" mark are mandatory

[   ] Browse...   **ADD**✓

Schedule_2_FEES AND CHARGES(PAYMENTS)

SUBHEAD NAME	PAID_GENERAL	PAID_IHCB	PAID_CIF	PAYABLE_GENERAL	PAYABLE_IHCB	PAYABLE_CIF
Entrance Fee to Sthree Nidhi	0.00	0.00	0.00	0.00	0.00	0.00
Entrance Fee to ZS	0.00	0.00	0.00	0.00	0.00	0.00
Subscriptions to ZS	0.00	0.00	6000.00	0.00	0.00	0.00
Institutional Fee	0.00	0.00	0.00	0.00	0.00	0.00
Resource Fee	0.00	0.00	0.00	0.00	0.00	0.00
EGMM Commission	0.00	0.00	0.00	0.00	0.00	0.00
Market Commission	0.00	0.00	0.00	0.00	0.00	0.00
Penalties payments	0.00	0.00	0.00	0.00	0.00	0.00
Other Fees and charges payments	0.00	0.00	0.00	0.00	0.00	0.00
Total						

Update

- When we select schedule-2,the above screen is displayed.
- Here Only General Account is allowed for Data Entry(i.e, **PAID_GENERAL** and **PAYABLE_GENERAL**)
- To submit the entered data click on **Submit** button '**Data Saved Successfully**' pop up is thrown.
- If there is Any modifications we can reopen the **Schedule 2** view the details,modify the details and update the details.

Schedule 3:INTEREST ON LOANS(RECEIPTS)

- When we select schedule-3,the above screen is displayed

- Here Only General Account is allowed for Data Entry(i.e, **RECEIVED_GENERAL** and **RECEIVABLE_GENERAL**)

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' pop up is thrown.

- If there is Any modifications we can reopen the **Schedule 3** view the details,modify the details and update the details.

Schedule 4:INTEREST ON DEPOSITS AND BORROWINGS(PAYMENTS)

Institution and Human Capacity Building
Telangana

Schedules   Reports   Change Password   LogOut

User Name : DMG_MBNR02   DMG Name : DMG   Financial Year : 2013-2014

| Sample Data Entry Format | Download Blank Schedules | Check Incomplete Schedule |

SCHEDULES

Financial Year	2013-2014	Level : *	MS
Financial Year Level *	Apr-Mar	Financial Year Level *	A
Cluster *	Alampur	Mandal *	Waddepalle
VO	--Select--	Schedules *	Schedule_4_INTEREST ON DEPOSITS AND BORROWINGS(PAYMENTS)
Project	--Select--	Account No	--Select--

Note: Fields with "*" mark are mandatory

| Browse... | **ADD** |

Schedule_4_INTEREST ON DEPOSITS AND BORROWINGS(PAYMENTS)

SUBHEAD NAME	PAID_GENERAL	PAID_IHCB	PAID_CIF	PAYABLE_GENERAL	PAYABLE_IHCB	PAYABLE_CIF
Interest Paid on Sthree Nidhi Loans	0.00	0.00	0.00	0.00	0.00	0.00
Interest Paid on Bank Borrowings	0.00	0.00	0.00	0.00	0.00	0.00
Interest Paid on Other Borrowings	0.00	0.00	0.00	0.00	0.00	0.00
Interest Paid on Deposits – Vos	0.00	0.00	0.00	0.00	0.00	0.00
Interest/Dividend Paid on Share Capital	0.00	0.00	0.00	0.00	0.00	0.00
Total						

| Update |

- When we select schedule-4,the above screen is displayed

- Here Only General Account is allowed for Data Entry(i.e, **PAID_GENERAL** and **PAYABLE_GENERAL**)

- To submit the entered data click on **Submit** button **'Data Saved Successfully'** pop up is thrown. If there are any modifications we can reopen the **Schedule 4** view the details,modify and update the details.

Schedule 5:INTEREST ON INVESTMENTS(RECEIPTS)

- When we select schedule-5,the above screen is displayed.

- Here General,CIF and IHCB Accounts are allowed for Data Entry

  (i.e, **RECEIVED_GENERAL** and **RECEIVABLE_GENERAL,RECEIVED_CIF** and **RECEIVABLE_CIF,RECEIVED_IHCB** and **RECEIVABLE_IHCB**)

- To submit the entered data click on **Submit** button **'Data Saved Successfully'** pop up is thrown.

- If there are any modifications we can reopen the **Schedule 5** and we can view,modify and update the details.

Schedule 6:FINANCIAL EXPENSES(PAYMENTS)

- When we select schedule-6,the above screen is displayed.

- Here General,CIF and IHCB Accounts are allowed for Data Entry

  (i.e, RECEIVED_GENERAL and RECEIVABLE_GENERAL,RECEIVED_CIF and RECEIVABLE_CIF,RECEIVED_IHCB and RECEIVABLE_IHCB)

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' message is displayed.

- If there are any modifications we can reopen the **Schedule 6** and we can view, modify and update the details.

Schedule 7:ADMINISTRATIVE EXPENSES(PAYMENTS)

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Telangana

Schedules Reports Change Password LogOut

User Name : DMG_MBNR02   DMG Name : DMG Financial Year : 2013-2014

| Sample Data Entry Format | Download Blank Schedules | Check Incomplete Schedule |

SCHEDULES

Financial Year	2013-2014	Level : *	MS
Financial Year Level *	Apr-Mar	Financial Year Level *	A
Cluster *	Alampur	Mandal *	Waddepalle
VO	--Select--	Schedules *	Schedule_7_ADMINISTRATIVE EXPENSES(PAYMENTS)
Project	--Select--	Account No	--Select--

Note: Fields with "*" mark are mandatory

[ ] Browse... ADD✓

Schedule_7_ADMINISTRATIVE EXPENSES(PAYMENTS)

SUBHEAD NAME	PAID_GENERAL	PAID_IHCB	PAID_CIF	PAYABLE_GENERAL	PAYABLE_IHCB	PAYABLE_CIF
Salaries	0.00	0.00	0.00	0.00	0.00	0.00
Honorarium	0.00	0.00	17000.00	0.00	0.00	0.00
Trainings	0.00	0.00	0.00	0.00	0.00	0.00
Meetings	0.00	0.00	1520.00	0.00	0.00	0.00
Stationary	0.00	0.00	0.00	0.00	0.00	0.00
Audit	0.00	0.00	0.00	0.00	0.00	0.00
Rent and Maintenance	0.00	0.00	28730.00	0.00	0.00	0.00
Resource Fee	0.00	0.00	0.00	0.00	0.00	0.00
TA & DA	5300.00	0.00	9000.00	0.00	0.00	0.00
Other Expenses	0.00	0.00	250.00	0.00	0.00	0.00
Total						

Update

- When we select schedule-7,the above screen is displayed.

- Here the data entry is allowed for General and Ihcb accounts

  (i.e, **PAID_GENERAL,PAID_IHCB,PAYABLE_GENERAL, PAYABLE_IHCB).**

- To submit the entered data click on **Submit** button **'Data Saved Successfully'** message is displayed.

- If any modifications we can reopen the **Schedule 8** and we can view,modify and update the details.

Schedule 8:GRANT FOR PROGRAMMES

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Telangana

Schedules | Reports | Change Password | LogOut

User Name : DMG_MBNR02   DMG Name : DMG   Financial Year : 2013-2014

| Sample Data Entry Format | Download Blank Schedules | Check Incomplete Schedule |

SCHEDULES

Financial Year	2013-2014	Level : *	MS
Financial Year Level *	Apr-Mar	Financial Year Level *	A
Cluster *	Alampur	Mandal *	Waddepalle
VO	--Select--	Schedules *	Schedule_8_GRANT FOR PROGRAMMES
Project	--Select--	Account No	--Select--

Note: Fields with "*" mark are mandatory

[Browse...] ADD

Schedule_8_GRANT FOR PROGRAMMES

SUBHEAD NAME	OPENING BALANCE (General(+))	OPENING BALANCE (General(-))	OPENING BALANCE (IHCB(+))	OPENING BALANCE (IHCB(-))	RECEIPTS (General)	RECEIPTS (IHCB)	PAYMENTS (General)	PAYMENTS (IHCB)	CLOSING BALANCE (General(+))	CLOSING BALANCE (General(-))	CLOSING BALANCE(IHCB (+))	CLOSING BALANCE(IHCB(-))
SSP-National Old Age Pension	120053.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120053.00	0.00	0.00	0.00
SSP-Disability	53910.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53910.00	0.00	0.00	0.00
SSP-Widow Pension	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Abhaya Hastam	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Asha/HIV	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other(Kalyana Nidhi,Hridaya Spandana)	0.00	362489.00	0.00	0.00	13540.00	0.00	0.00	0.00	0.00	-348949.00	0.00	0.00
EGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
APRLP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Disaster Mitigation/Relief	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SGSY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IB	0.00	0.00	655495.00	0.00	0.00	50000.00	0.00	0.00	0.00	0.00	705495.00	0.00
BL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Social Security	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sthree Nidhi	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
POP	0.00	0.00	2875176.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2875176.00	0.00
Land	0.00	0.00	1897470.00	0.00	0.00	15535.00	0.00	0.00	0.00	0.00	1913005.00	0.00
Dairy	0.00	0.00	10000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10000.00	0.00
Krushe	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EGMM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SERP-Health and Nutrition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NRHM-Health and Nutrition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CMES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Gender	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Disability	0.00	0.00	41170.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41170.00	0.00
SC-ST/TSP Action Plan	0.00	0.00	20000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20000.00	0.00
SERP-CMSA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MKSP-CMSA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bangaruthalli	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unreconciled(General)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unreconciled(Ihcb)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total												

[Update]

- When we select schedule-8,the above screen is displayed.

- Here the data entry is allowed for General (i.e, **opening balance,Receipts,Payments**) and IHCB (i.e, **opening balance,Receipts,Payments**)

- The Closing Balance is automatically calculated based on **opening, Receipts,Payments**

amount.

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' pop up is thrown.

- If any modifications we can reopen the **Schedule 9** and we can view ,modify and update the details.

Schedule 9:CAPITAL GRANTS

SUBHEAD NAME	OPENING BALANCE (General(+))	OPENING BALANCE (General(-))	OPENING BALANCE(CIF (+))	OPENING BALANCE(CIF (-))	RECEIPTS (General)	RECEIPTS (CIF)	PAYMENTS (General)	PAYMENTS (CIF)	CLOSING BALANCE (General(+))	CLOSING BALANCE (General(-))	CLOSING BALANCE(CIF(+))	CLOSING BALANCE(CIF(-))
CIF – IGA	0.00	0.00	373375.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	373375.00	0.00
POP fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CIF – Marketing/Krushe	0.00	0.00	979680.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	979680.00	0.00
CIF – Infrastructure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CIF – Social	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CIF – HRF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CIF-Disabled	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CIF-RCL/FCL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CIFSERP-CMSA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CIFMKSP-SERP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CIFSERP-H&N	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CIFNRHM-H&N	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dairy Fund	10000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10000.00	0.00	0.00	0.00
SGSY	1254000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1254000.00	0.00	0.00	0.00
ICDP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRICOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SC/ST/TSP	20000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20000.00	0.00	0.00	0.00
DRDA Revolving Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CLDP	1897470.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1897470.00	0.00	0.00	0.00
SSP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other funds (APRLP, Watersheds etc)	362489.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	362489.00	0.00	0.00	0.00
Unreconciled(CIF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unreconciled(General)	149731.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	149731.00	0.00	0.00	0.00
Total												

- When we select schedule-9,the above screen is displayed.

- Here the data entry is allowed for **GENERAL(opening balance,Receipts,Payments)** and **CIF (opening balance,Receipts,Payments)**

- The Closing Balance is automatically calculated based on **opening, Receipts,Payments** amount.

- To submit the entered data click on **Submit** button **'Data Saved Successfully'** pop up is thrown
- If any modifications we can reopen the **Schedule 10 and we can** view ,modify and update the details.

Schedule 10:SHARE CAPITAL

VO Names	OPENING BALANCE (GENERAL(+))	OPENING BALANCE(General(-))	RECEIPTS(GENERAL)	PAYMENTS(GENERAL)	CLOSING BALANCE(GENERAL (+))	CLOSING BALANCE(General(-))
BOINPALLY GIS	0	0	0	0	0	0
Chinnatandarapadu VO2	0	0	0	0	0	0
Chinnatandrapad 3 VO	0	0	0	0	0	0
EDIGONIPALLY GIS	0	0	0	0	0	0
Eklasapur VO	0	0	0	0	0	0
KESHAVARAM	0	0	0	0	0	0
KISANNAGAR GIS	0	0	0	0	0	0
Kurvapalle VO	0	0	0	0	0	0
MUGONIPALLY GIS	0	0	0	0	0	0
Medikonda GISS	0	0	0	0	0	0
Naurojicamp VO	0	0	0	0	0	0
Pulikal Vo	0	0	0	0	0	0
RAJAPUR GIS	0	0	0	0	0	0
SANKAPUR GIS	0	0	0	0	0	0
Sindhanoor GISS	0	0	0	0	0	0
Thoomkunta VO	0	0	0	0	0	0
Thotinoni Doddi GISS	0	0	0	0	0	0
Uppala 2 VO	0	0	0	0	0	0
Uppala Kranti Gis VO	0	0	0	0	0	0
Uttanoor GISS	0	0	0	0	0	0
bhoompur vo	0	0	0	0	0	0
bingidoddi	0	0	0	0	0	0
chaitanya vo	0	0	0	0	0	0
chinnatandrapad vo1	0	0	0	0	0	0
chinnatandrapad vo4	0	0	0	0	0	0
gudidoddi	0	0	0	0	0	0
jadadoddi vo	0	0	0	0	0	0
janachaitanya GIS	0	0	0	0	0	0
kishtapoor	0	0	0	0	0	0
kothapally GIS	0	0	0	0	0	0
kutkanoor vo	0	0	0	0	0	0
venisampur	0	0	0	0	0	0
venkatapoor	0	0	0	0	0	0
UNRECONCILED	0	0	0	0	0	0
Total						

- When we select schedule-10,the above screen is displayed.

- Here data entry is allowed for General(**Opening balance,Receipts and Payments)** account.

- The Closing Balance is automatically calculated based on O**pening, Receipts,Payments** amount.

- To submit the entered data click on **Submit** button **'Data Saved Successfully'** message is displayed.

- If any modifications we can reopen the **Schedule 11** and we can view ,modify and update the details.

Schedule 11:DEPOSITS

Schedules ▾   Reports ▾   Change Password   LogOut

User Name : DMG_MBNR02   DMG Name : DMG   Financial Year : 2013-2014

| Sample Data Entry Format | Download Blank Schedules | Check Incomplete Schedule |

SCHEDULES

Financial Year	2013-2014	Level : *	MS
Financial Year Level *	Apr-Mar	Financial Year Level *	A
Cluster *	Alampur	Mandal *	Aiza
VO	--Select--	Schedules *	Schedule_11_DEPOSITS
Project	--Select--	Account No	--Select--

Note: Fields with "*" mark are mandatory

[_____] Browse...   ADD✓

Schedule_11_DEPOSITS

VO Names	OPENING BALANCE (GENERAL(+))	OPENING BALANCE(General(-))	RECEIPTS(GENERAL)	PAYMENTS(GENERAL)	CLOSING BALANCE(GENERAL (+))	CLOSING BALANCE(General(-))
BOINPALLY GIS	0	0	0	0	0	0
Chinnatandarapadu VO2	0	0	0	0	0	0
Chinnatandrapad 3 VO	0	0	0	0	0	0
EDIGONIPALLY GIS	0	0	0	0	0	0
Eklasapur VO	0	0	0	0	0	0
KESHAVARAM	0	0	0	0	0	0
KISANNAGAR GIS	0	0	0	0	0	0
Kurvapalle VO	0	0	0	0	0	0
MUGONIPALLY GIS	0	0	0	0	0	0
Medikonda GISS	0	0	0	0	0	0
Naurojicamp VO	0	0	0	0	0	0
Pulikal Vo	0	0	0	0	0	0
RAJAPUR GIS	0	0	0	0	0	0
SANKAPUR GIS	0	0	0	0	0	0
Sindhanoor GISS	0	0	0	0	0	0
Thoomkunta VO	0	0	0	0	0	0
Thotinoni Doddi GISS	0	0	0	0	0	0
Uppala 2 VO	0	0	0	0	0	0
Uppala Kranti Gis VO	0	0	0	0	0	0
Uttanoor GISS	0	0	0	0	0	0
bhoompur vo	0	0	0	0	0	0
bingidoddi	0	0	0	0	0	0
chaitanya vo	0	0	0	0	0	0
chinnatandrapad vo1	0	0	0	0	0	0
chinnatandrapad vo4	0	0	0	0	0	0
gudidoddi	0	0	0	0	0	0
jadadoddi vo	0	0	0	0	0	0
janachaitanya GIS	0	0	0	0	0	0
kishtapoor	0	0	0	0	0	0
kothapally GIS	0	0	0	0	0	0
kutkanoor vo	0	0	0	0	0	0
venisampur	0	0	0	0	0	0
venkatapoor	0	0	0	0	0	0
UNRECONCILED	0	0	0	0	0	0
Total						

Submit

- When we select schedule-11,the above screen is displayed.

- Here data entry is allowed for General(**Opening balance,Receipts and Payments**) account.

- The Closing Balance is automatically calculated based on **opening, Receipts, Payments** amount.

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' message is

displayed.

- If any modifications we can reopen the **Schedule 12** and we can view ,modify and update the details.

Schedule 12:BORROWINGS

- When we select schedule-12,the above screen is displayed.
- Here the data entry is allowed for all **GENERAL (Opening balance,Receipts,Payments) account.**
- The Closing Balance is automatically calculated based on **opening, Receipts, Payments** amount.
- To submit the entered data click on **Submit** button '**Data Saved Successfully**' pop up is thrown
- If any modifications we can reopen the **Schedule 13** and we can view, modify and update the details.

Schedule 13:INVESTMENTS

- When we select schedule-13,the above screen is displayed..

- Here the data entry is allowed for the **GENERAL**

  (ie, Opening balance,Refunds,Payments) account.

- The Closing Balance is automatically calculated based on **Opening**, **Refunds**, **Payments** amount.

- To submit the entered data click on **Submit** button **'Data Saved Successfully'** message is displayed

- If any modifications we can reopen the **Schedule 14** and we can view ,modify and update the details.

Schedule 14:FIXED ASSETS

- When we select Schedule -14 and project Ihcb the below screen is displayed.

- The **gross value** is automatically calculated based on **opening balance,purchases,sales/write off amount.**

- The **depreciation current year** is automatically calculated based on **gross** and **depreciation rate%**

- **Depreciation up to beginning year is** automatically calculated based on depreciation upto beginning of the year, depreciation current year

- **Net Block is** automatically calculated based on gross value and depreciation current year.

- To submit the entered data click on **Submit** button **'Data Saved Successfully'** message is displayed.

- If any modifications we can reopen the **Schedule 15** and we can view ,modify and update the details.

Schedule 15:LOAN OUTSTANDING

Institution and Human Capacity Building
Telangana

Schedules | Reports | Change Password | LogOut

User Name : DMG_MBNR02   DMG Name : DMG   Financial Year : 2013-2014

[Sample Data Entry Format]   [Download Blank Schedules]   [Check Incomplete Schedule]

SCHEDULES

Financial Year	2013-2014	Level : *	MS
Financial Year Level *	Apr-Mar	Financial Year Level *	A
Cluster *	Alampur	Mandal *	Itikyal
VO	--Select--	Schedules *	Schedule_15_LOANS OUTSTANDING
Project	--Select--	Account No	--Select--

Note: Fields with "*" mark are mandatory

[   ] [Browse...] **ADD**✓

Schedule_15_LOANS OUTSTANDING

SUBHEAD NAME	OPENING BALANCE (General(+))	OPENING BALANCE (General(-))	OPENING BALANCE(CIF (+))	OPENING BALANCE(CIF (-))	DISBURSEMENTS (General)	DISBURSEMENTS (CIF)	REPAYMENTS (General)	REPAYMENTS (CIF)	CLOSING BALANCE (General(+))	CLOSING BALANCE (General(-))	CLOSING BALANCE(CIF(+))	CLOSING BALANCE(CIF(-))
Loans to VO's – CIF IGA	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos- CIF RCL/FCL	0	0	0	0	0	0	0	0	0	0	0	0
Loans to VO's – POP Fund	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos-CIF Infrastructure	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos- CIF Social	0	0	0	0	0	0	0	0	0	0	0	0
Loans with VOS- CIF HRF	0	0	0	0	0	0	0	0	0	0	0	0
Loans with VOs-CIF Disabled	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos-CIF SERP CMSA	0	0	0	0	0	0	0	0	0	0	0	0
Loans with VOs-CIF SERP MKSP	0	0	0	0	0	0	0	0	0	0	0	0
Marketing/Krushe	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Nos-CIF SERP HN	0	0	0	0	0	0	0	0	0	0	0	0
Loans with V0s CIF-NRHM H&N	0	0	0	0	0	0	0	0	0	0	0	0
Loans with VOs- Sthree Nidhi	0	0	0	0	0	0	0	0	0	0	0	0
Loans with VOs-SGSY	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos-ICDP	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos-TRICOR	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos-ESS	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos-SC/ST/TSP	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos-Revolving Fund	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos-Dairy Fund	0	0	0	0	0	0	0	0	0	0	0	0
Loans with Vos-SSP	0	0	0	0	0	0	0	0	0	0	0	0
Loans with VOs-Banks	0	0	0	0	0	0	0	0	0	0	0	0
Loans with VOs-Other Sources	0	0	0	0	0	0	0	0	0	0	0	0
Unreconciled(CIF)	0	0	0	0	0	0	0	0	0	0	0	0
Unreconciled(General)	0	0	0	0	0	0	0	0	0	0	0	0
Total												

[Submit]

Best Viewed in IE-7 1024*768   Copyright©2013. All rights Reserved.   Designed by TATA CONSULTANCY SERVICES.

- When we select Schedule -15 the above screen is displayed.
- Here the data entry is allowed for General

  (i.e,opening,disbursement,Repayment) and

  CIF(i.e,opening,disbursement,Repayment)

- The Closing Balance is automatically calculated based on **opening**, **disbursement**, **Payments** amount.
- To submit the entered data click on **Submit** button '**Data Saved Successfully**' message is displayed.
- If any modifications we can reopen the **Schedule 16** and we can view ,modify and update the details.

Schedule 16:ADVANCES RECEIVABLE/CURRENT ASSETS

- When we select Schedule -16 the above screen is displayed.

- Here the data entry is allowed for **GENERAL(Opening Balance,Receipts,Repayment)** and **IHCB(Opening Balance,Receipts,Repayment)**.

- The Closing Balance is automatically calculated based on **Opening**, **Repayment**, **Payments** amount.

- To submit the entered data click on **Submit** button **'Data Saved Successfully'** message is displayed.

- If any modifications we can reopen the **Schedule 16** and we can view ,modify and update the details.

Schedule 17:ADVANCES RECEIVABLE/CURRENT LIABILITIES

- When we select Schedule -17 the above screen is displayed.

- Here the data entry is allowed for **GENERAL(Opening Balance,Receipts,Payment)**and **IHCB(Opening Balance,Receipts,Payment)**.

- The Closing Balance is automatically calculated based on **Opening**, **Receipts**, **Payments** amount.

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' message is displayed.

- If any modifications we can reopen the **Schedule 17** and we can view ,modify and update the details.

Schedule 18:RESERVES

Institution and Human Capacity Building
Telangana

Schedules Reports Change Password LogOut

User Name : DMG_MBNR02   DMG Name : DMG Financial Year : 2013-2014

| Sample Data Entry Format | Download Blank Schedules | Check Incomplete Schedule |

SCHEDULES

Financial Year	2013-2014	Level : *	MS
Financial Year Level *	Apr-Mar	Financial Year Level *	A
Cluster *	Alampur	Mandal *	Itikyal
VO	--Select--	Schedules *	Schedule_18_RESERVES
Project	--Select--	Account No	--Select--

Note: Fields with "*" mark are mandatory

[   ] Browse... ADD✓

Schedule_18_RESERVES

SUBHEAD NAME	OPENING BALANCE(General(+))	OPENING BALANCE(General(-))	ADDITIONS(General)	WITHDRAWALS(General)	CLOSING BALANCE(General(+))	CLOSING BALANCE(General(-))
General Reserve Fund	0	0	0	0	0	0
Deficit Cover Fund	0	0	0	0	0	0
Bad Debts/Loan Loss Reserve	0	0	0	0	0	0
Patronage Rebate Fund	0	0	0	0	0	0
Education Fund	0	0	0	0	0	0
Community Development Fund	0	0	0	0	0	0
Building Fund	0	0	0	0	0	0
Staff Welfare Fund	0	0	0	0	0	0
Loan Loss Reserve	0	0	0	0	0	0
Undistributed Profits	0	0	0	0	0	0
Unreconciled	0	0	0	0	0	0
Total						

Submit

- When we select Schedule -18 the above screen is displayed.

- Here the data entry is allowed for GENERAL (**Opening Balance,Additions,With drawal)**.

- The Closing Balance is automatically calculated based on O**pening**, **Additions,With drawal** amount.

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' message is displayed.

- If any modifications we can reopen the **Schedule 19** and we can view ,modify and update the details.

Schedule 19: TRADING ACTIVITIES

Schedules | Reports | Change Password | LogOut

User Name : DMG_MBNR02   DMG Name : DMG   Financial Year : 2013-2014

| Sample Data Entry Format | Download Blank Schedules | Check Incomplete Schedule |

SCHEDULES

Financial Year	2013-2014	Level : *	MS
Financial Year Level *	Apr-Mar	Financial Year Level *	A
Cluster *	Alampur	Mandal *	Itikyal
VO	--Select--	Schedules *	Schedule_19_TRADING ACTIVITIES
Project	--Select--	Account No	--Select--

[   ] Browse...   **ADD**

Schedule_19_TRADING ACTIVITIES

SUBHEAD NAME	AMOUNT PAID	AMOUNT PAYABLE	Total	SUBHEAD NAME	AMOUNT PAID	AMOUNT PAYABLE	Total
OPENING STOCK	0	0	0	SALES(CASH)	0	0	0
PURCHASES(CASH)	0	0	0	SALES RETURNS	0	0	0
(-)PURCHASES RETURNS	0	0	0	SALES(CREDIT)	0	0	0
PURCHASES(CREDIT)	0	0	0	SALES RETURNS	0	0	0
PURCHASE RETURNS	0	0	0	OTHER INCOME_COMMISSIONS/INCENTIVES	0	0	0
DIRECT EXPENSES_TRANSPORTATION	0	0	0	OTHER INCOME_SERVICE CHARGES	0	0	0
DIRECT EXPENSES_TAXES	0	0	0	OTHER INCOME_MISC.&OTHER INCOME	0	0	0
DIRECT EXPENSES_LOADING AND UNLOADING	0	0	0	CLOSING STOCK	0	0	0
DIRECT EXPENSES_GODOWN AND STORAGE	0	0	0				
DIRECT EXPENSES_PACKING	0	0	0				
DIRECT EXPENSES_GRADING/PROCESSING	0	0	0				
DIRECT EXPENSES_SHORTAGES	0	0	0				
DIRECT EXPENSES_DEPRECIATION ON MACHINERY	0	0	0				
INDIRECT EXPENSES_DISTRIBUTION EXP	0	0	0				
INDIRECT EXPENSES_COMMISSIONS AND INCENTIVES	0	0	0				
INDIRECT EXPENSES_PUBLICITY/ADVERTISEMENT	0	0	0				
INDIRECT EXPENSES_STATIONERY AND OTHER MAINTENANCE	0	0	0				
INDIRECT EXPENSES_INSURANCE	0	0	0				
FINANCIAL EXPENSES_BANK CHARGES AND COMMISSIONS	0	0	0				
FINANCIAL EXPENSES_INTEREST ON BORROWINGS(TRADE LOAN)	0	0	0				
FINANCIAL EXPENSES_LEGAL DOCUMENTATION EXPENSES	0	0	0				
Total							

Submit

- When we select Schedule -19 the above screen is displayed.

- The data is entered for all the columns.

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' message is displayed.

- If Any modifications we can reopen the **Schedule 19** and we can view ,modify and update the

details.

Schedule 20:CASH AND BANK BALANCES

- When we select Schedule -20 the above screen is displayed.

- Here the data entry is allowed for **CASH-GENERAL,CASH-IHCB,CASH-CIF and A/C-GENERAL,A/C-IHCB,A/C-CIF .**

- The Total cash is automatically generated by entering the other columns in the same row.

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' message is displayed .

- If any modifications we can reopen the **Schedule 20** and we can view,modify and update the details.

Schedule 21:DCB

- When we select Schedule -21 the above screen is displayed.

- Select the **VO Name** and enter the details of that **VO.**

- The **Totals** are automatically calculated based on **Prinicipal values and Interest values.**

- To add the details clock on **ADD** button **'Data Saved Successfully'** message is displayed.

- If any modifications we can reopen the **Schedule 21** and edit the details,add the details.

Schedule 22:NON PERFORMING LOAN STATEMENT

- When we select Schedule -22 the above screen is displayed.

- The **No. of Loans** and **AMOUNT** are comes from **Schedule 22.**

- The data entry is allowed only for **PROVISION(%),LOAN LOSS RESERVE BALANCE.**

- **Provision During Year** is automatically calculated based on **Amount and Provision% values.**

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' message is displayed.

- If any modifications we can reopen the **Schedule 22** and we can view ,modify and update the details.

VIEW FINANCIAL STATEMENTS:

The **VIEW FINANCIAL STATEMENTS** consist of four (4) Reports tabs and these reports are only for viewing purpose.

    1.MS_RECEIPT AND PAYMENTS

    2.TRADING ACTIVITY

    3.MS_INCOME AND EXPENDITURE

    4.MS_BALANCE SHEET

MS_RECEIPT AND PAYMENTS:

  The values are Reflected from **Schedule entry(1-23)**

Institution and Human Capacity Building
Telangana

User Name : DMG_MBNR02   **DMG Name :** DMG   **Financial Year :** 2013-2014

Mandala Samakhya Financial Statements

Generate PDF

Financial Year	2013-2014 ▼	Level	MS ▼
Financial Year Level *	Apr-Mar ▼	Financial Year Level *	A
Cluster	Alampur ▼	Mandals	Alampur ▼

MS_Receipt and Payments   MS_Trading Activity   MS_Income and Expenditure   MS_BalanceSheet

		Receipt						Payments			
SCH.No	Particulars	CIF	IHCB	GENERAL	Total(in Rs.)	SCH.No	Particulars	CIF	IHCB	General	Total(in Rs.)
1	FEES AND CHARGES				386764.00	2	FEES AND CHARGES				0.00
	Admission/Entrance Fee Collected from VOs	0.00	0.00	0.00			Entrance Fee to STHREE NIDHI	0.00	0.00	0.00	
	Membership Fee	0.00	0.00	0.00			Entrance Fee to ZS	0.00	0.00	0.00	
	Penalties	700.00	0.00	0.00			Subscriptions to ZS	0.00	0.00	0.00	
	Audit Charges from VOs	27036.00	0.00	0.00			Institutional Fee	0.00	0.00	0.00	
	Bank Linkage service charges from VOs	0.00	0.00	0.00			Resource Fee	0.00	0.00	0.00	
	Institutional Fee	0.00	0.00	0.00			EGMM Commission	0.00	0.00	0.00	
	Resource Fee	10951.00	0.00	0.00			Market Commission	0.00	0.00	0.00	
	EGMM Commission	0.00	0.00	0.00			Penalties payments	0.00	0.00	0.00	
	Market Commission	0.00	0.00	0.00			Other Fees and charges payments	0.00	0.00	0.00	
	Commissions/Service charges - Insurance	0.00	0.00	0.00							
	Service Charges - Pension distribution	0.00	0.00	0.00							
	Service Charges from Sthree Nidhi-Deposits	0.00	0.00	0.00							
	Service Charges from Sthree Nidhi loans	0.00	0.00	0.00							
	Other Income	348077.00	0.00	0.00							
3	INTEREST ON LOANS				252138.00	4	INTEREST ON DEPOSITS & BORROWINGS				0.00
	Interest on CIF including recycle	252138.00	0.00	0.00			Interest Paid on Sthree Nidhi Loans	0.00	0.00	0.00	
	Interest on SGSY Loans	0.00	0.00	0.00			Interest Paid on Bank Borrowings	0.00	0.00	0.00	
	Interest on POP fund loans	0.00	0.00	0.00			Interest Paid on Other Borrowings	0.00	0.00	0.00	
	Interest on Banks Loans	0.00	0.00	0.00			Interest Paid on Deposits-V0s	0.00	0.00	0.00	
	Interest on Sthree Nidhi Loans	0.00	0.00	0.00			Interest/Dividend Paid on Share Capital	0.00	0.00	0.00	
	Interest on Others Loans	0.00	0.00	0.00							
	INTEREST ON INVESTMENTS				25423.00		FINANCIAL EXPENSES:				1276.00
	Dividend on Sthree Nidhi Share Capital	0.00	0.00	0.00			Bank charges and commissions	1131.00	145.00	0.00	
	Interest on Bank Deposits	0.00	0.00	0.00			Processing Fee	0.00	0.00	0.00	
	Interest on SB A/c	22040.00	3383.00	0.00			Legal Documentation expenses	0.00	0.00	0.00	
	Interest on Sthree Nidhi Deposits	0.00	0.00	0.00							
	Interest/ Income on other investments	0.00	0.00	0.00							

TRADING ACTIVITY:

The values are Reflected from **Schedule entry(19)**

Schedules Reports Change Password LogOut

User Name : DMG_MBNR02   DMG Name : DMG Financial Year : 2013-2014

Mandala Samakhya Financial Statements

[Generate PDF]

Financial Year	2013-2014	Level	MS
Financial Year Level *	Apr-Mar	Financial Year Level *	A
Cluster	Alampur	Mandals	Alampur

MS_Receipt and Payments | **MS_Trading Activity** | **MS_Income and Expenditure** | **MS_BalanceSheet**

S.No	Particulars	PAID	PAYABLE	S.No	Particulars	RECEIVED	RECEIVABLE
			0.00		TOTAL NET SALES:		0.00
1	OPENING STOCK:	0.00	0		SALES (CASH):	0.00	0.00
					(-) SALES RETURNS	0.00	0.00
2					NET SALES (CASH)	0.00	0
	TOTAL NET PURCHASES:		0.00				
	PURCHASES (CASH):	0.00	0.00		SALES (CREDIT):	0.00	0.00
	(-) PURCHASE RETURNS	0.00	0.00		(-) SALES RETURNS	0.00	0.00
	NET PURCHASES (CASH)	0.00	0		NET SALES (CREDIT)	0	0.00
5					OTHER INCOME:		0.00
	PURCHASES (CREDIT):	0.00	0.00		Commissions/Incentives	0.00	0.00
	(-) PURCHASE RETURNS	0.00	0.00		Service Charges	0.00	0.00
	NET PURCHASES (CREDIT)	0	0.00		Misc. & Other Income	0.00	0.00
6	DIRECT EXPENSES:		0.00				0.00
	Transportation	0.00	0.00		CLOSING STOCK:	0.00	0
	Taxes	0.00	0.00				
	Loading and Unloading	0.00	0.00				
	Godown and Storage	0.00	0.00				
	Packing	0.00	0.00				
	Grading /Processing	0.00	0.00				
	Shortages	0.00	0.00				
	Depreciation on Machinery	0.00	0.00				
	INDIRECT EXPENSES:		0.00				
	Distribution exp	0.00	0.00				
	Commissions and Incentives	0.00	0.00				
	Publicity/Advertisement	0.00	0.00				
	Stationery and Other Maintenance	0.00	0.00				
	Insurance	0.00	0.00				
	FINANCIAL EXPENSES:		0.00				
	Bank charges and commissions	0.00	0.00				
	Interest on Borrowings(Trade loan)	0.00	0.00				
	Legal Documentation expenses	0.00	0.00				
	TRADE PROFIT/SURPLUS		0		TRADE DEFICIT/LOSS		0

MS_INCOME AND EXPENDITURE:

The values are Reflected from **Schedule entry(1-23)**

Schedules ▾   Reports ▾   Change Password   LogOut

User Name : DMG_MBNR02   DMG Name : DMG   Financial Year : 2013-2014

Mandala Samakhya Financial Statements

[Generate PDF]

Financial Year	2013-2014 ▾	Level	MS ▾
Financial Year Level *	Apr-Mar ▾	Financial Year Level *	A
Cluster	Alampur ▾	Mandals	Alampur ▾

MS_Receipt and Payments **MS_Trading Activity** **MS_Income and Expenditure** **MS_BalanceSheet**

SCH.No	Particulars	CIF	IHCB	GENERAL	Group Total	SCH.No	Particulars	CIF	IHCB	GENERAL	Group Total
2	FEES AND CHARGES				15000	1	FEES AND CHARGES				386764
	Entrance Fee to STHREE NIDHI	0	0	0			Admission Fee	0	0	0	
	Entrance Fee to ZS	15000	0	0			Membership Fee	0	0	0	
	Subscriptions to ZS	0	0	0			Penalties	700	0	0	
	Institutional Fee	0	0	0			Audit Charges from VOs	27036	0	0	
	Resource Fee	0	0	0			Bank Linkage service charges from VOs	0	0	0	
	EGMMCommission	0	0	0			Institutional Fee	0	0	0	
	MarketCommission	0	0	0			Resource Fee	10951	0	0	
	Penalties payments	0	0	0			EGMM Commission	0	0	0	
	Other Fees and charges payments	0	0	0			Market Commission	0	0	0	
							Commissions/Service charges - Insurance	0	0	0	
							Service Charges - Pension distribution	0	0	0	
							Service Charges from Sthree Nidhi-Deposits	0	0	0	
							Service Charges from Sthree Nidhi loans	0	0	0	
							Other Income	348077	0	0	
4	INTEREST ON DEPOSITS & BORROWINGS				0	3	INTEREST ON LOANS				252138
	Interest Paid on Sthree Nidhi Loans	0	0	0			Interest on CIF including recycle	252138	0	0	
	Interest Paid on Bank Borrowings	0	0	0			Interest on SGSY Loans	0	0	0	
	Interest Paid on Other Borrowings	0	0	0			Interest on POP Fund Loans	0	0	0	
	Interest Paid on Deposits – VOs	0	0	0			Interest on Banks Loans	0	0	0	
	Interest/Dividend Paid on Share Capital	0	0	0			Interest on Sthree Nidhi Loans	0	0	0	
							Interest on Others Loans	0	0	0	
7	ADMINISTRATIVE EXPENSES				605349						0
	Salaries	0	0	0							
	Honorarium	112490	0	149400							
	travel	12040	0	13830							
	Meetings	21243	0	18968							
	Stationery	0	0	0							
	Audit	19900	0	5500							
	Rent and Maintenance	59817	0	59817			Trade Profit carried			0	0
	Resource Fee	48000	0	0							
	TA & DA	7470	0	56410							
	Other Expenses	10222	0	10242							
9	DEPRECIATION				0.00						
	Furniture and Fixtures	0	0.00	0							
	Computer systems	0	0.00	0							
	Office and other Equipment	0	0.00	0							
	Vehicles	0	0.00	0							
	Building	0	0.00	0							
	Land	0	0.00	0							

MS_BALANCE SHEET:

The values are Reflected from **Schedule entry(1-23)**

Generate PDF

Financial Year	2013-2014 ▼		Level	MS ▼
Financial Year Level *	Apr-Mar ▼		Financial Year Level *	A
Cluster	Alampur ▼		Mandals	Alampur ▼

MS_Receipt and Payments | MS_Trading Activity | MS_Income and Expenditure | MS_BalanceSheet

S.No	Liabilities	CIF	IHCB	GENERAL	Group Total	S.No	Assets	CIF	IHCB	GENERAL	Group Total
1	**Share Capital**				4497954		**LOANS OUTSTANDING**				7084315.00
2	Share Capital from VOs			4497954			Loans to VOs-CIF IGA	3472453.00			
							Loans with VOs- CIF RCL/FCL	300898.00			
							Loans to VOs-POP fund	0.00			
							Loans with VOs-CIF Infrastructure	0.00			
							Loans with VOs- CIF Social	817580.00			
	RESERVES:				124922.00		Loans with VOS- CIF HRF	0.00			
	General Reserve Fund			0.00			Loans with VOs-CIF Disabled	0.00			
3	Deficit Cover Fund			0.00			Loans with VOs-CIF SERP CMSA	0.00			
	Bad Debts/Loan Loss Reserve			0.00			Loans with VOs-CIF SERP MKSP	40350.00			
	Patronage Rebate Fund			0.00			Marketing/Krushe	0.00			
	Education Fund			0.00			Loans with Nos-CIF SERP HN	0.00			
	Community Development Fund			0.00			Loans with V0s CIF-NRHM H&N	0.00			
	Building Fund			0.00			Loans with VOs- Sthree Nidhi			0.00	
	Staff Welfare Fund			0.00			Loans with VOs-SGSY			2413034.00	
	Loan Loss Reserve			0.00			Loans with VOs-ICDP			0.00	
	Undistributed Profits/surplus : Accumulated			124922.00			Loans with VOs-TRICOR			0.00	
	UNDISTRIBUTED PROFITS/SURPLUS:CURRENT YEAR				136560.00		Loans with VOs-ESS			0.00	
							Loans with VOs-SC/ST/TSP			40000.00	
							Loans with VOs-Revolving Fund			0.00	
							Loans with VOs-Dairy Fund			0.00	
							Loans with VOs-SSP			0.00	
							Loans with VOs-Banks			0.00	
							Loans with VOs-Other Sources			0.00	
							INVESTMENTS				1925000.00
							Share Capital in Sthree Nidhi	1010000.00		0.00	
							Share Capital in ZS	15000.00		0.00	
							Deposits in Sthree Nidhi	900000.00		0.00	
							Deposits in Banks	0.00		0.00	
							Other Investments	0.00		0.00	
							Sthree Nidhi-Savings	0.00		0.00	
							Zilla Samakhya-Deposits	0.00		0.00	
							Zilla Samakhya-Savings	0.00		0.00	

CA REPORTS: In the Home page,After Clicking on CA Reports the below mentioned links will be displayed.

1.Audit Observation Report

2.CA Uploads

AUDIT OBSERVATION REPORT:

- Answer all the **60 Questions.**

- To submit the entered data click on **Submit** button '**AOR Saved Successfully and Generate PDF'** pop up is thrown.

- For,Any modifications we can reopen the **AOR**,view the AOR,modify the AOR and then update

the Audit Observation Report(AOR).

CA UPLOADS:

- Upload **CA Certificate,Audit Report,Financial statements,Audit observation Report.**
- To submit the entered data click on **Submit** button **'CA Uploads Saved Successfully'** pop up is thrown.
- For any modifications we can reopen the **CA Uploads,**view the uploads,modify the details and then update the details

CHANGE PASSWORD:

- To change the **password** the **Change password** screen is used
- Enter the **old password** and **New password**
- Confirm the **New password,**click on **'CHANGE PASSWORD'** tab.

- **'PASSWORD CHANGED SUCCESSFULLY'** pop up is thrown.

NOTE:Only the **Authorized** user can change the **Password.**

LOGOUT:

In the Home page click on Log out link, to Log out from the application.

APM LOGIN:

1.After logging in the Home page is displayed

2.The below Screens are displayed

ACTION TAKEN REPORT

CA AUDIT REPORT

GENERAL BODY MEETING(GB)

ANNUAL RETURNS

ELECTIONS

Institution and Human Capacity Building
Telangana

Action Taken Report   CA Audit Report   GB   Annual Returns   Elections   GramaPanchayat Elections   MS CC Cluster Mapping   new   My Account

User Name : APM_MBNR03   Mandal : Kosgi

ACTION TAKEN REPORT:

In the home page after clicking on **Action Taken Report,**after selecting the financial year,level,EC meeting date,Attendance the action taken report displays.

CA AUDIT REPORT:

In the home page after clicking on **CA AUDIT REPORT,**after selecting the financial year and level the CA audit report displays

GENERAL BODY MEETING (GB):

In the home page after clicking on **GENERAL BODY MEETING** after selecting the financial year,level the GB displays

ANNUAL RETURNS:

In the home page after clicking on **ANNUAL RETURNS** the below mentioned screen displays

> **ANNUAL RETURNS**
>
> **ANNUAL RETURNS REPORTS**
>
> **ANNUAL RETURN FILING**

ELECTIONS:

In the home page after clicking on ELECTIONS the below mentioned screen displays.

> **SHG ELECTION**
>
> **VO ELECTION**
>
> **MS ELECTION**

ACTION TAKEN REPORT:

- The **Audit observation report** from **CA Login** is Reflected as **ATR(Action taken Report)**

- The Action taken Remarks,that are entered in English are displayed in Telugu in Telugu remarks column.

- To submit entered data,Click on **submit** button,'**ATR Saved Successfully'** pop up is thrown.

- For,Any modifications we can reopen the ATR,view the ATR,modify the ATR details,update the ATR.

CA AUDIT REPORT:

- The Uploads that are done in **CA LOGIN(CA Uploads)** are reflected in **CA AUDIT REPORT**

- Upload **Action taken report.**

- To submit entered data,Click on **submit** button,**'CA audit report Saved successfully'** pop up is thrown.

- For any modifications we can reopen the CA audit report, view the details,modify the details and update the details.

GENERAL BODY MEETING:

- Download GB Notice format for model purpose.
- Enter General body meeting details.
- Select Yes/No for Agenda transacted
- upload GB files.
- To submit entered data,Click on **submit** button,**'GB details Saved successfully'** pop up is thrown.
- For,Any modifications we can reopen the GB screen,view the details,modify the details and update the details.

ANNUAL RETURNS:

The Annual returns consists of

- ➢ **FORM IV**
- ➢ **FORM V**
- ➢ **FORM VI**
- ➢ **FORM VII**

ANNUAL RETURNS FORM IV:

- • Enter the details of **FORM IV**

- • After clicking on next the screen moves to the **FORM V**

ANNUAL RETURNS FORM V:

- • Enter the details of **FORM V**

- • After clicking on next the screen moves to the **FORM VI**

ANNUAL RETURNS FORM VI:

- Enter the details of **FORM VI**

- After clicking on next the screen moves to the **FORM VII**

ANNUAL RETURNS FORM VII:

- Enter the details of **FORM VII**

- To submit entered data,Click on **submit** button,**'AR Saved successfully'** pop up is thrown.

- For any modifications we can reopen the Annual Returns (Forms IV,V,VI,VII) screen,view the Screen , modify and update the **AR.**

ANNUAL RETURNS REPORTS:

The data that is entered in Annual Returns are reflected in 'Annual Returns Reports' Screen. These

reports are only for viewing purpose (To view these annual returns reports we have to click on each report tab)

ANNUAL RETURNS REPORT (FORM IV):

The data entered and uploaded files in Annual Returns **FORM IV** are reflected in Annual Return Report **FORM IV**

ANNUAL RETURNS REPORT (FORM V):

The data entered and uploaded files in Annual Return **FORM V** are reflected in Annual Return Report **FORM V**

ANNUAL RETURNS REPORT (FORM VI):

The data entered and uploaded files in Annual Return **FORM VI** are reflected in Annual

Return Report **FORM VI**

ANNUAL RETURNS REPORT (FORM VII):

The data entered and uploaded files in Annual Returns **FORM VII** are reflected in Annual

Return Report **FORM VII.**

Action Taker Report   CA Audit Report   GS   Annual Returns ▾ Elections ▾ GranaPanchayat Elections   MSCC Cluster Mapping ▾ My Account ▾

User Name : APA_MBNR03   **Manda** : Kosg

Annual Returns Reports

Generate PDF

| Financial Year * | 2013 2014 ▾ | | Level * | MS ▾ |
| VU * | --Select-- ▾ | | | |

Name of the Society :	balaram	Name of the Society As per Registration :	dgdx
Reg. Number :	AMC/FDSGH/DCO/4334	Date of Registration :	31/03/2008
Address of the Society :	DFDFHDFG	Area of Operation :	Seethanagaram Mandal of Vizianagaram Di

FORM IV **FORM V** **FORM VI** **FORM VII**

FORM NO-VII
Compliance Report on Audit/Special Audit/Inquiry
(to be submitted by the Societies)

When is audit due (furnish the date)(1)	When is it last conducted(2)	Date of Submission of the report to the Registrar(3)	Compliance report (in Brief)(4)	If any special Audit conducted (Please furnish the important findings seperately)(5)	Compliance report (in Brief)(6)	Is the cost of special audit recovered? (furnish the details seperately)(7)	Is it any inquiry instituted against the society and findings there on (8)	Report in Brief (9)	Remarks (10)
19/10/2011	28/06/2011	21/07/2011	NIL	NIL	NIL	NIL	NIL	login.txt	HGVJHGB

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ANNUAL RETURNS FILING:

- Enter the data for ARF(Annual Return Filing).

- Upload the files.

- To submit the entered data click on **Submit** button '**Data Saved Successfully**' pop up is thrown

- For any modifications we can reopen the **ARF** Screen**,** view the **ARF**,modify the **ARF,**
  and update the **ARF**.

Annual Returns Filing

Financial Year:	2013-2014	Level :	MS
VO:	--Select--		

1) Download Model DCO Format		2) Challan No	
3) a)Challan Date		3) b)Challan Upload	Browse...
4) a)Date of Submission of Annual Returns to DCO		4) b)Upload Annual Returns	Browse...
5)a) Whether DCO has acknowledged?	Yes	5) b) Upload DCO Acknowledgement	Browse...

Submit

ELECTIONS:

The Election screens consists of **SHG ELECTION, VO ELECTION and ZS ELECTION**

SHG ELECTION:

- Select the Financial Year in which elections were held, VO, SHG and SHG Member.

- SHG Members details – 'Member Name, Surname, Father/Husband Name, Caste' will be displayed.

- Enter the details such as Education, Role, Election Date, Office Tenure and Date of Office Commencement.

- Select the Confirmation Checkbox and click on **'Add'** Button. SHG Details will be saved successfully and "Data Saved Successfully" popup message is shown.

- For any modifications we can reopen the **SHG Election,** view the details, using edit option we can modify and update the details.

Institution and Human Capacity Building
Telangana

Action Taken Report   CA Audit Report   GB   Annual Returns   ▼ Elections   ▼ GramaPanchayat Elections   MS CC Cluster Mapping   ▼ My Account ▼

User Name : APM_MBNR03   Mandal : Kosgi

SHG Elections

Financial Year	: --Select-- ▼		
VO	: --Select-- ▼	VO ID	:
Panchayat Name	:	Panchayat ID	:
Village	:	Village ID	:
Habitation Name	:	Habitation ID	:
SHG	: ▼	SHG ID	:
Member	: ▼	Member ID	:

Surname	:	Name	:
Father/Husband Name	:	Caste	:
Economic Status :		Education	: --Select-- ▼
Role	: --Select-- ▼	Tenure	: --Select-- ▼
Election Date	:	Date of Office Commencement	:

☐ Yes, details provided by me are accurate

[Add]   [Clear]

View/Modify OB Details

VO ELECTION:

- Select the Financial Year in which elections were held and the VO.

- If the details of all the SHGs in that VO are entered in SHG Election Screen, then only the VO Election Data Entry is allowed or else a popup message 'Please enter all the SHG OB Details in this VO for this Financial Year' will be shown.

- All the Presidents at SHG Level will be displayed.

- Election Date, Date of Office Commencement and their Role in VO (President, Secretary, Treasurer), Office Tenure are to be selected. For EC Members, Functional Unit is to be selected.

- To submit the entered data click on **Submit** button '**VO Election Details Saved Successfully**' pop up message is shown.

- For any modifications, we can reopen the VO Election screen,view the details,using edit option we can modify and update the details.

MS ELECTION:

- Select the Financial Year in which elections were held.
- If the details of all the VOs in that MS were entered in VO Election Screen, then only the MS Election Data Entry is allowed or else a popup message 'Please enter all the VO OB Details in this MS for this Financial Year' will be shown.
- All the Presidents at VO Level will be displayed.
- Election Date, Date of Office Commencement and their Role in MS (President, Vice President, Secretary, Joint Secretary and Treasurer), Office Tenure are to be selected. For EC Members, Functional Unit is to be selected.
- To submit the entered data click on **Submit** button '**MS Election Details Saved Successfully**'

pop up message is shown.

- For any modifications, we can reopen the MS Election screen,view the details,using edit option we can modify and update the details.

LOGOUT:

In the Home page click on Log out link, to Log out from the application.