**Part I**

**A-type Loan: Formulation and Implementation**

**A-type Loan Appraisal Procedure**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Process  Number | Process  Name | Existing Six System Elements | | | | | | |
| Human | Non Computing Hardware | Computing Hardware | | Software | Database | Comm.  Network |
| 11 | Preparation |  |  |  |  | |  |  |
| 12 | Receiving Loan Applications |  |  |  |  | |  |  |
| 13 | Preliminary Eligibility Checking |  |  |  |  | |  |  |
| 14 | Name Clearance |  |  |  |  | |  |  |
| 15 | Submit Request to SREDA for NOC |  |  |  |  | |  |  |
| 19 | Forwarding NOC or  Rejection Letter to Proponent |  |  |  |  | |  |  |
| 20.1 | Due Diligence |  |  |  |  | |  |  |
| 20.2 | Conducting Due Diligence |  |  |  |  | |  |  |
| 21 | Loan Decision |  |  |  |  | |  |  |
| 22 | Documentation  or loan |  |  |  |  | |  |  |
| 23 | Disbursement |  |  |  |  | |  |  |
| 24 | Completion of Repayment |  |  |  |  | |  |  |

**Part II**

**B-type Loan: Formulation & Implementation**

**B-type Loan Formulation Implementation**

**Procedure**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Process  Number | Process  Name | Existing Six System Elements | | | | | | |
| Human | Non Computing Hardware | Computing Hardware | | Software | Database | Comm.  Network |
| 25.1 | Preparing Eligible Application List |  |  |  |  | |  |  |
| 25.2 | Participating  Distributor(PD)  Selection  And  Appointment |  |  |  |  | |  |  |
| 26.1 | Loan Disbursement to APO |  |  |  |  | |  |  |
| 26.2 | Advance Payment Procedure |  |  |  |  | |  |  |
| 27 | Sales Record  Keeping |  |  |  |  | |  |  |
| 28 | Loan  Disbursement  To PDs  (Reimbursement  option) |  |  |  |  | |  |  |
| 29.1 | Adjustment  Against APO |  |  |  |  | |  |  |
| 29.2 | Repayment |  |  |  |  | |  |  |

**Part III**

**Monitoring for A-type Loan**

**A –type loan Monitoring Procedure**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Process  Number | Process  Name | Existing Six System Elements | | | | | | |
| Human | Non Computing Hardware | Computing Hardware | | Software | Database | Comm.  Network |
| 30 | Managing  Sub-project  Implementation  Plan |  |  |  |  | |  |  |
| 31 | Registration of  User-ID and  Password |  |  |  |  | |  |  |
| 32.1 | Document and  Evidences on  Purchasing and Installation |  |  |  |  | |  |  |
| 32.2 | On-site Inspection |  |  |  |  | |  |  |
| 32.3 | Requesting sub-project owner to submit required data and to cooperate for inspection |  |  |  |  | |  |  |
| 33.1 | Environmental  And Social  Performance  Report |  |  |  |  | |  |  |
| 33.2 | Environmental  And Social  Management  System(ESMS)  Checklist |  |  |  |  | |  |  |

**Part IV**

**Monitoring for B-Type Loan**

**B-type Loan Monitoring Procedure**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Process  Number | Process  Name | Existing Six System Elements | | | | | | |
| Human | Non Computing Hardware | Computing Hardware | | Software | Database | Comm.  Network |
| 34 | User-Registration  For PDs |  |  |  |  | |  |  |
| 35.1 | Installation  Inspection  Reporting |  |  |  |  | |  |  |
| 35.2 | Additional  Information  From PDs |  |  |  |  | |  |  |