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**Annual Review**

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| **Key Institution Details** | | | |
| **MFI Name** |  | | |
| **Country / Region** |  | | |
| **Legal Structure** |  | | |
| **Network** |  | | |
| **Year Founded** |  | | |
| **Risk Classification Category** |  | | |
| **Tier** |  | | |
| **Date of Last Visit & Contact** |  | | |
| **DWM RM/Contact** |  | | |
| **MFI Ratings** | **Date** | **Rater** | **Rating** |
|  |  |  |

**—Current Exposure—***as of*

|  |  |
| --- | --- |
| **Country Overview** | |
| **Capital** |  |
| **Population** |  |
| **GDP per Capita (2010)** |  |
| **National Currency** |  |
| **Current Exchange Rate** |  |

**Sovereign Debt Ratings**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Moody’s** | **S&P** | **Fitch** |
| **Outlook** |  |  |  |
| **FC LT Debt** |  |  |  |
| **LC LT Debt** |  |  |  |

1. **Institutional Overview**
   1. *Background*

Source: Company filings. Refer to Appendix 5.2 for details on calculations of ratios  
  
*One sentence overview of institution followed by a short paragraph laying out the macroeconomic context and the key changes that have occurred over the last year or relevant period.*

* 1. SWOT Analysis

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| **Strengths & Opportunities** |
|  |
| **Weaknesses & Threats** |
| *SWOT Analysis based on the current situation at the MFI and as compared to the SWOT done in the original IC Memo.* |

* 1. Covenant Violations

*Covenant Violations as well as steps taken by MFI & DWM*

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1. **DWM View**

*This section should incorporate the macroeconomic and institutional viewpoint of DWM. Given the strengths and weaknesses of this institution in the current economic environment, we would/would not maintain, increase or decrease* ***our current exposure to this institution/country*** *because of X, Y, and Z or unless X, Y, and Z changes take place.*

1. **Financial Performance and Financial Statement Analysis**

*Indicate who the auditors are and include any opinions, qualifications, or any unusual accounting methods or events*

* 1. *Profitability*

*Strong statement indicating the trend for the year and the reasons for the trend, and then go through the main drivers for the changes in profitability and follow with details on each.*

* 1. *Productivity*

*Strong statement indicating the trend for the year and the reasons for the trend, and then go through the main drivers for the changes in productivity.*

* 1. *Loan Portfolio and Asset Quality*

*Strong statement indicating the trend for the year and the reasons for the trend, and then go through the main drivers for the changes in the loan portfolio and asset quality and follow with the details on each.*

* 1. *Capital Structure, Funding and FX*

*Strong statement indicating the trend for the year and the reasons for the trend, and then go through the main drivers for the changes in capital structure, funding and FX and follow with the details on each*

*For Funding – include the debt coming due in the next 12 months and a chart and table laying out the maturities. Also include a view is on the financing need for the upcoming year and the ability for the institution to obtain it. Review status of any portfolio pledges on loans received by the institution*

* 1. *Social Performance*

*Strong statement indicating the trend for the year and the reasons for the trend, and then go through the main drivers for the changes in the social performance of the institution and follow with the details on each*

* 1. *Other Major Changes*

*Please list any other major changes to the institution and details. E.g. Management, Shareholders, IT, etc.*

1. **DWM Management Assessment**
   1. *Strategy & Forecast Commentary & Updates*

*Management commentary and updates to business strategy and forecasts.*

* 1. *Management Performance*

*DWM Assessment of projections to date and table analysis if possible.*

1. **Appendix**
   1. *Historical Financials and Projections*

* 1. *Ratio Calculations*
* OpEx Ratio: Operating Expense / Average GLP
* Op. Self-Sufficiency: Financial Revenue/(Financial Expenses + Loan Loss Reserve + Operating Expenses)
* ROE: Net Income / Average Equity
* ROA: Net Income / Average Assets
* Portfolio Yield: Financial Revenues / Average GLP
* Financial Expense Ratio: Financial Expense / Average GLP
* Provision Expense Ratio: Provision Expense / Average GLP
* Average Loan Size: GLP / Loans Outstanding
* Savings Ratio: Deposits / GLP
  1. *Methodology*

*The minimum steps that should be taken to ensure the complete and comprehensive review of an institution should include the following:*

*-Review of the most recent Audited Financial Statements*

*-Assessment of covenants and any violations thereof*

*-Updated DWM rating and commentary on improvement/deterioration from initial rating*

*-Overview of coming refinancing needs and their ability to meet them*

*-Changes to asset pledges*

*-Evaluation of “reasonableness” of company business plan*