

## 1. NAME OF THE FPO ( 2. Add NGO Panel)

- NAME OF THE FPO :
- NAME OF THE POPI/CBBO : Auto Display
- DATE OF REGISTRATION :
- Authorized share capital :
- Sustenance fund :
- FPO TYPE : (Dropdown - CSS, PODF, PRODUCE FUND)
- REGISTERED AS ( Dropdown – COMPANY, CORPORATE )  
(UPLOAD PDF-REGISTRATION CERTIFICATE, MOA, AOA, BYE LAW)
- REGISTRATION DETAILS(CIN) :
- GSTIN NO.:
- PAN :
- TAN :
- REGISTERED OFFICE ADDRESS (AT, POST, PANCHAYAT,( Dropdown- BLOCK, DIST), PIN)
- FPO EMAIL : PHONE NO :
- NUMBER OF G.P. COVERED :
- NAME OF THE GRAM PANCHAYAT : (( to be entergp name 10nos) 1,2,3,4,5,6,7,8,9,10,)
- NUMBER OF BLOCK COVERED : (1,2,3,4)
- NUMBER OF VILLAGE COVERED :

## 16. CEO DETAILS : ( 3. Add NGO Panel)

- Employee Type (Dropdown- CEO , Accountant , Marketing Manager, Office Staff)
- Name Of Employee
- Gender
- Age
- Photo
- Educational Qualification (Dropdown- Undermatric, Matric, 12<sup>th</sup>, Graduate, Postgraduate)
- Contact Details (Email id, phone number)
- Date of Appointment
- Address
- Salary
- Fpo username & Password

17. **BOARD OF DIRECTOR DETAILS (4. Add NGO Panel)**

- Type of director (Dropdown-Director, Promoter)
- Name
- Marital Status
- Age
- Cast
- Gender
- Photo
- Qualification
- DIN
- Contact number
- Email address
- Address
- Farmer type (Dropdown- SF Farmer , MF Farmer)
- Members with KCC
- Paid up share capital each director

18. **Bank details (1. Add FPO Panel)**

- Date
- Bank name
- Branch
- IFSC Code
- Account number
- Opening balance
- Update balance

19, 20. **Share Holder: (2. Add FPO Panel)**

- Share Holder/Capital:
- Share Holder Name
- Father/Spouse Name
- Male/Female (Gender)
- Marital Status
- Age
- Caste
- Address
- Phone No.
- Email ID
- Nominee Name
- Share Certificate No.
- Quantity
- Issue Date
- Share Value
- Share Amount
- Share Transfer

25. **Major activities finalized (5. Add NGO Panel)**

Name of activity : (Dropdown- Agriculture , Horticulture , Forestry , NTFP , Dairy , Fishery , Poultry , Honey , Others ) -- TO BE MULTIPLE CHOICE

26. **PRODUCT BASKET (3. Add FPO Panel)**

- Product name (to be select 5 no. of products)
- Volume /Stock
- Season (Dropdown-kharif, rabi, pre kharif,boro)
- Harvest month (to select 3 number of month)

27. **Business Plan (4. Add FPO Panel)**

- Yes / no (PDF uploading)
- Date
- Business Plan ( 200 words)

28. **Market Outlet (4. Add FPO Panel)**

- If yes /no (location of outlet )
- Location 4nos (1,2,3,4)add

29. **Tie up marketing agency (4. Add FPO Panel)**

- Name of the Agency (add 4nos 1,2,3,4)
- Date of tie-up
- Product procured (add 10nos of Products)
- Contact details
- Email id

30. **Value addition of products (4. Add FPO Panel)**

- Name (multiple choice - Cleaning ,Grading ,Sorting ,Packaging ,branding, processing , others )

32. **Annual profit/ loss (6. Add NGO Panel)**

- Year Date (2019-2020,2020-2021,2021-2022)
- Profit
- Loss

33. **Turnover- Sale of input business (6. Add NGO Panel)**

- Year Date (2019-2020,2020-2021,2021-2022)
- Sale

34. **Turnover- Sale of output business (6. Add NGO Panel)**

- Year Date (2019-2020,2020-2021,2021-2022)
- Sale

35. Annual business turnover (6. Add NGO Panel)

- Audit report (year wise)- 3 year PDF upload (2019-20,2020-21,2021-22)

37. License details (5. Add FPO Panel)

- Apply date
- License name (Dropdown-seed ,fertilizer ,pesticides ,others)
- Type of license
- License number
- Valid till
- Amount

STORAGE FACILITIES (6. Add FPO Panel)

38. TYPES OF STORAGE (Dropdown- (local storage own) ( local storage rented) ( cold storage) )

- Rent per month
- Storage space available
- Supporting agency
- Date
- Item storage
- Quantity
- Value of item
- Storage charges
- Dispatch date
- Remarks

39. **Infrastructure /equipment present in FPO (7. Add FPO Panel)**

- Bill number
- Purchase date
- Purchase from
- Item name
- Quantity
- Rate
- GST/TAX
- Amount
- Item type
- Present condition
- Depreciation value

40. **Credit linkage (7. Add NGO Panel)**

- Date
- Name of the financial institution
- Type of loan (Dropdown-working capital, term loan, equipment loan, others loan)
- Apply amount
- Sanction amount
- ROI
- Amount released
- Receive date
- Installment per month
- Loan Time period
- Number of installment

41. **Training (8. Add NGO Panel)**

- Training Date
- End date of training
- Type of training (Dropdown -BOD, CEO, Members, Farmers, Promoters, AGM, PMRC)
- Location (Village, Block, District)
- Resource person (5 no. of Person)
- Purpose/Training topic (200 words)
- Number of participants

- Expenditure amount
- Remarks (PDF upload/Photographs)

42. Meetings Conducted (8. Add NGO Panel)

- Meetings Date
- Type of Meetings (Dropdown –BOD-12nos, AGM-2nos, PMRC-4nos)
- Location
- Purpose/ Meetings topic (200 words)
- Number of participants
- Expenditure amount
- Remarks (PDF upload/Photographs)

43. Exposure visit (9. Add NGO Panel)

- Date
- Location
- Purpose (200 words)
- No. of participants
- Expenditure amount
- Remarks (PDF, Photo upload)

44. Convergence with GOVT/SFAC/Agencies/Corporates, etc. (10. Add NGO Panel)

- Date
- Name of the agencies/department
- Purpose (200 words)
- Amount (if any)
- Remarks (PDF upload/Photographs)

### Financial sanction details : (2. Add NGO Panel)

[illegible]



## Status of ROC Return Filing (11. Add NGO Panel)

- Appointment of auditor (Year, Yes/No, Date of Filing, Upload PDF) (DO)
- DIR-3 (DO)
- AOC-4 (DO)
- Balance sheet and P&L Data (DO)
- MGT-7(Filing annual return) (DO)
- INC-22 (DO)
- DPT-3 (DO)
- Other (DO)

## Auditing Firm Details (12. Add NGO Panel)

- Auditor name
- Contact number
- Email id
- Audit fee
- Date

## Registered Maintenance (8. Add FPO Panel)

- Date
- Membership Register (only PDF upload,)
- Share certificate issuing register
- Meeting register
- Stock register
- Sales register

**Success story** (PDF Upload, Photograph Upload, Video Upload) (FPO & NGO)