# Portal Operations

# Registration

### Register BachatGat

### Basic BachatGat Details: name, codeName(10), state, division, district, address, phone, mobile, email

### BachatGat Bank details: bankName, AcNumber, IFCSCode, Auto Debit request

## Bulk Load using csv

### Group

### Members

### Generate Template

### Verify updates done

## Update BachatGat Details

### Basic BachatGat Details: name, codeName(10), state, division, district, address, phone, mobile, email

### BachatGat Bank details: bankName, AcNumber, IFCSCode, Auto Debit request

## Update BachatGat Member Details

### Select Member for details update

### Basic BachatGat Member Details: name, codeName(10), state, division, district, address, phone, mobile, email

### BachatGat Bank details: bankName, AcNumber, IFCSCode, Auto Debit request

## Update Expenses

## Select Rules:

### Interest return calculation

### Late Fee for Saving

### Loan EMI Plan

### Late Fee for Loan

## Select Roles for Members:

### Default Roles: Member, Associate Member

### Special Roles: Admin, Power Member, Manager

# User Related Operations

## Register Member

### first, middle, last name, role, address, phone, mobile, email, passcode, DOB, DOA, DO Maturity

### monthly saving, years of plan, bank ACs

## Update User Details

### first, middle, last name, role, address, phone, mobile, email, passcode, DOB, DOA, DO Maturity

### monthly saving, years of plan, bank ACs

## Update User Saving Plan

## Update User Loan Application

## Deposit Saving Amount

## Deposit Loan EMI

## Get Account Statement

## Change Password

# Account Views

Account views should be roll based. User should be shown view/pages applicable to particular role or above.

Following are rolls in ascending order:

* + ADMIN
  + SUPPORT ADMIN
  + AUDITOR
  + SUB AUDITOR
  + GROUP ADMIN
  + GROUP SUPPORT ADMIN
  + GROUP ACCOUNTENT
  + CORE MEMBER
  + ASSOCIATE MEMBER

## Receipt Type

(tx\_type\_id, tx\_name, (receipt/voucher), (FEE/EXPENSE/profit/loss/payable/wealth/transfer)

### Fee

1. Registration Fee
2. Late Fee
3. Processing Fee
4. Loan Prepayment Fee
5. Cheque Bouncing Penalty
6. Auto Debit Failure Penalty

### Non Fee

1. Saving Installment
2. Loan Installment
3. Loan Interest Installment
4. Loan Prepayment
5. Bank Loan Disbursement
6. Bank Interest Earned
7. Bank Withdrawal

## Voucher Type

### Non Expenses

1. Bank Transfer
2. Bank Loan Installment
3. Bank Loan Prepayment
4. Loan Disbursement
5. Divided Share
6. Profit Share
7. Fix Deposit Investment
8. Other Investment

### Expenses

1. Stationary
2. Furniture & Fixture
3. Telephone & Postage
4. Office
5. Salary
6. Advertisement
7. Meeting
8. Events
9. Training
10. Travel
11. Miscellaneous
12. Bank Charges
13. Accounting Charges
14. BachatGat.Net Charges

## TODO Page

### Saving collections due

### Loan EMI collections due

### Incomplete details update

# BachatGat Reports

## Cash book

* Shows the cash transactions happening between selected Dates.
* By default current month should be selected.
* Top should have option to select *“From”* & *“To”* date

### Opening Balance

Columns:

1. Cash in Hand Balance Amount
2. Amount subject to Clearing (Should be approved by Group Admin after verification in Bank Statement)

### Receipts

Shows all received cash amount by BachatGat.

Columns:

1. Date
2. Receipt No
3. Receipt Type
4. Member No
5. Member Name
6. Amount
7. Payment Mode

### Vouchers

Shows all payments done in cash amount by BachatGat.

Columns:

1. Date
2. Voucher No
3. Voucher Type
4. Member No
5. Member Name
6. Amount
7. Payment Mode

### Closing Balance

Columns:

1. Cash in Hand Balance Amount
2. Amount subject to Clearing (Should be approved by Group Admin after verification in Bank Statement)

## Bank book

* Shows the cash transactions happening between selected Dates.
* By default current month should be selected.
* Top should have option to select *“From”* & *“To”* date
* Top should have option to select “*Bank Account”* from all bank accounts of BachatGat

### Opening Balance

Columns:

1. Cash in Hand Balance Amount
2. Amount subject to Clearing (Should be approved by Group Admin after verification in Bank Statement)

### Receipts

Shows all received amount in bank account by BachatGat.

Columns:

1. Date
2. Receipt No
3. Receipt Type
4. Member No
5. Member Name
6. Amount
7. Payment Mode

### Vouchers

Shows all payments done through bank account by BachatGat.

Columns:

1. Date
2. Voucher No
3. Voucher Type
4. Member No
5. Member Name
6. Amount
7. Payment Mode

### Closing Balance

Columns:

1. Cash in Hand Balance Amount
2. Amount subject to Clearing (Should be approved by Group Admin after verification in Bank Statement)

## Trail Balance Sheet

### Receipt

1. Member:
   1. Total Saving
   2. Interest Earned on Loan
   3. Joining Fee
   4. Loan Processing Fee
   5. Other Fees
2. Associate Member
   1. Total Saving
   2. Interest Earned on Loan
   3. Joining Fee
   4. Loan Processing Fee
   5. Other Fees
3. Bank Account Interest Earned

### Payments

1. Member
   1. Loan Amount Pending
   2. Returned Savings
   3. Returned Profit Share
2. Associate Member
   1. Loan Amount Pending
   2. Returned Savings
   3. Returned Interest Earned on Saving
   4. Returned Divided
3. Fix Deposit in Bank
4. Bank Charges
5. Salary Expense
6. Meeting Expense
7. Management Expense
8. Stationery & Fitting Expense
9. Furniture & Fixture Expense
10. Advertisement Expense
11. Telephone Expense
12. Travel Expense
13. Accounting Expense
14. BachatGat.Net Expense

## Profit & Loss Statement

### Profit

1. Member
   1. Interest Earned on Loan
   2. Joining Fee
   3. Loan Processing Fee
   4. Other Penalty
2. Associate Member
   1. Interest Earned on Loan
   2. Joining Fee
   3. Loan Processing Fee
   4. Other Penalty
3. Interest Earned on Projects
4. Bank Saving Account Interest Earned
5. Provisional Interest on Fix Deposit

### Loss

1. Core Member –Profit Share Paid ?
2. Associate Member
   1. Returned Interest Earned on Saving
   2. Divided Paid ?
   3. Provisional Interest Earned on Saving
3. Bank Charges
4. Salary Expense
5. Meeting Expense
6. Management Expense
7. Stationery & Fitting Expense
8. Furniture & Fixture Expense
9. Advertisement Expense
10. Telephone Expense
11. Travel Expense
12. Accounting Expense
13. BachatGat.Net Expense

### Net Profit

## Balance Sheet

### Wealth

1. Member Loan Amount
2. Associate Member Loan Amount
3. Project Loan Amount
4. Fix Deposit
5. Bank Balance
6. Cash in Hand
7. Provisional Fix Deposit Interest
8. Pending Penalty

### Payable

1. Member Saving Amount
2. Associate Member
   1. Saving Amount
   2. Provisional Interest Earned on Saving
3. Net Profit

## Member wise Receipt & Payment Statement

1. Member Account No
2. Member Name
3. Credit Rating
4. Saved Amount
5. Provisional Interest Earned
6. Divided Paid
7. Loan Amount Taken
8. Recovered Loan
9. Projected Loan Recovery
10. Interest on Loan
11. Recovered Interest
12. Projected Interest Recovery
13. Penalty Recovered
14. Penalty Pending
15. No of Recommended Members

## Member wise Monthly Receipt & Payment Statement

1. Member Account No
2. Member Name
3. Credit Rating
4. Saving Installment
5. Monthly Interest Earned
6. Loan Installment
7. Loan Interest Installment
8. Penalty Recovered
9. Penalty Pending