

Form 9. Data Monthly Report

Name of Microfinance Institution, Project or Scheme: _____

Person Completing Summary Information: _____

Reporting Date for Summary Information: _____

Section 1: Location, Establishment Date, Management and Membership

Province (Lao Name)		
District (Lao Name)		
Village (Lao Name)		
Province (English Name)		
District (English Name)		
Village (English Name)		
Establishment Date (DD/MM/YYYY)		
Management Committee/ Board of Directors	Total	
	Female	
Advisory Committee (if any)	Total	
	Female	
Credit Committee (if any)	Total	
	Female	
Audit Committee (if any)	Total	
	Female	
.... Committee	Total	
	Female	
Number of Members/ Clients	Total	
	Female	

Section 2: Liabilities and Equity

Number of Savers	Total	
	Female	
Total Savings (Kip)		
	Compulsory Savings from Members (Kip)	
Of which	Voluntary Savings from Members (Kip)	
	Voluntary Savings from Non-Members (Kip)	
Total Sum		
Total External Borrowings (Repayable)		

(Kip)	
Total External Grants (Non-repayable) (Kip)	
Other Liabilities (Kip)	
Total Paid-in Capital / Members Shares (Kip)	
Other Reserves (Kip)	
Total Retained Earnings (Kip)	
Total Liabilities and Equity / Members Shares	

Section 3: Assets

Number of Borrowers with Outstanding Loans	Total	
	Female	
Number of Outstanding Loans	Total	
	Female	
Number of Borrowers Who are Members / Shareholders with Outstanding Loans	Total	
	Female	
Number of Borrowers With a Loan or Aggregate Loans of original size of more than Kip 10,000,000	Total	
	Female	
Total Value of Outstanding Loans (Principal Amount) (Kip)		
of which	Current (Kip)	
	Substandard (overdue 31 to 90 days) (Kip)	
	Doubtful (overdue 91 to 180 days) (Kip)	
	Loss (overdue more than 180 days) (Kip)	
Check Sum		
Total Interest Overdue (Kip)		
Cash on Hand (Kip)		
Balances with BOL or Commercial Bank (Kip)		
Investments (if any) (Kip)		
Fixed Assets (Kip)		
.... (Other Assets - Specify) (Kip)		
Total Assets		
Check Sum		

Section 4: Gross Operating Profit

Gross Operating Profit (Year to Date)	Interest Income from Loans (Kip)	
	Fee Income (Kip)	
	Interest Income from Deposits with BOL or Commercial Banks (Kip)	
 (Other Income - Specify) (Kip)	
 (Other Income - Specify) (Kip)	
 (Other Income - Specify) (Kip)	
	Interest Expense on Savings / Deposits (Kip)	
	Interest Expense on External Borrowings (Kip)	
 (Other Interest Expense – Specify) (Kip)	
	Gross Operating Profit	

Section 5: Operating Expenses and Profit before Tax

Operating Expenses (Year to Date)	Payments to Officials / Staff Salaries and Benefits (Kip)	
	General and Administrative Expenses (Kip)	
	Depreciation (Kip)	
 (Other Operating Expenses - Specify) (Kip)	
 (Other Operating Expenses - Specify) (Kip)	
 (Other Operating Expenses - Specify) (Kip)	
	Provision for Loan Losses (Kip)	
Total Operating Expenses (Kip)		
Profit Before Tax (Kip)		