

F.No.11/4/2011-FI
Government of India
Ministry of Finance
Department Financial Services

Jeevan Deep Building, Sansad Marg,
New Delhi dated June 25th, 2012.

To
All SLBC Convenors.

Sub: Uploading of service area plans on district websites – modification of format.

Sir (s),

I am directed to refer to this Department's letter of even number dated 1st February, 2012 enclosing therewith the format for preparation of Service Area Plans (SAPs). The format provides for preparation of plan on the basis of Gram Panchayat.

2. Keeping in view the guidelines issued for establishment of Ultra Small Branches by this Department vide letters No.21/13/2009-FI(Pt.) dated 28th December, 2011 and 9th February 2012, and also in terms of announcement of Budget Speech 2012-13 for extension of "Swabhimaan" campaign to villages with population of 1000-2000 in North East and hilly States and to villages that have crossed 2000 population as per 2011 census, the following additional information may also be included in the existing Service Area Plan already uploaded/ being uploaded on the district web-sites:

- (i) FIP villages in the Service Area Plan should include all villages with population of over 2000 identified under Swabhimaan campaign, as well as other villages as advised vide our letter F.No.3/5/2012-FI dated 18.5.2012. Accordingly, **Column 2** of the format, should be "Identified FI place/village".

The **explanation for Column 2** below the table should accordingly read as follows:

"FI Place/Village refers to -

- (a) Identified place/village/town under the Gram Panchayat, having population of 1000 or more (2001 census) in the States/UTs of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, Sikkim, Himachal Pradesh, Jammu & Kashmir, Uttarakhand, Chhattisgarh, Andaman & Nicobar, Daman & Diu, Pudducherry and Lakshadweep.
- (b) Identified place/village/town under the Gram Panchayat, having population of 1600 or more (2001 census) in other States/UTs."

- (ii) **Column No.5** of the format should read as :

“Name of all revenue villages covered by BCAs/ Branch, of Financial Inclusion village mentioned in Column No. 2.”

Explanation to Column No.5 below the table should accordingly read as follows:

“Names of all revenue villages covered by BCAs/ Branch, of Financial Inclusion village mentioned in Column No. 2 be indicated in this column. Each revenue village name should be in a different row, so that relevant entries in Column 6, 7, and 8 in respect of these villages could be made.”

(iii) Further, 3 additional columns, 4a, 4b and 4c (between columns 4 and 5) indicating the Name and contact number of BCA, Name & designation of Bank Officer identified for weekly visits and the week day(s) fixed for visits be also added in the already prepared SAP.

3. The revised Service Area Format with the above modifications is enclosed.

4. The Service Area Plan with above additional details be finalized and uploaded on the district website at the earliest.

Yours faithfully,

(Jitendar Kumar Mehan)
Under Secretary to the Government of India
Tele:23748767
Email: fi-dfs@nic.in

Copy for information to:

1. Nodal Officers of DFS for SLBCs
2. PPS to S(FS) / PS to AS(FS) / PS to JS(BA) and PA to Director (FI&RRB).

Annexure

Service Plan of District.....

State....

Name of the Block.....

(A)							(B)			
Name of Gram Panchayat (GP)	Identified FI place/village	Name of allotted bank with branch	Br./BC A/ATM existing or proposed with name of bank	Name and contact number of BC A	Name & designation of Bank Officer identified for weekly visits	Week day(s) fixed for visits	Name of all revenue villages covered by BCAs / Branch, of Financial Inclusion village mentioned in Column No. 2	Village code as used in 2011 census	Population of the revenue villages (2001 census)	Post office /sub-Post office Yes/No
1	2	3	4	4a	4b	4c	5	6	7	8

Col.2:Identified FI Place/Village refers to –

- (a) Identified place/village/town under the Gram Panchayat, having population of 1000 or more (2001 census) in the States/UTs of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, Sikkim, Himachal Pradesh, Jammu & Kashmir, Uttarakhand, Chhattisgarh, Andaman & Nicobar, Daman & Diu, Pudducherry and Lakshadweep.
- (b) Identified place/village/town under the Gram Panchayat, having population of 1600 or more (2001 census) in other States/UTs.

Col 4: Please indicate if there is a bank branch there or a bank branch is to be opened and give the date and year of the proposed opening. If there is an existing BC, then write BC and if it is proposed, then month and year of appointment be given. **ATM:** If there is an existing ATM, the same may be indicated and if it is proposed to open one, month and year of installation be indicated.

Col.5: Names of all revenue villages covered by BCAs/ Branch, of Financial Inclusion village mentioned in Column No. 2 be indicated in this column. Each revenue village name should be in a different row, so that relevant entries in Column 6, 7, and 8 in respect of these villages could be made.

Col.6: Village code of each revenue village used in 2011 Census Report is to be mentioned.

Col.7: Population of each revenue village as per 2001 Census.

It is to be seen that under this Service Area Plan, each GP is allotted to a single Bank for Financial Inclusion purpose.

Each BCA will also have one or more FI villages assigned to him so that the BCA is aware of the area of operation and works for financial inclusion.