

ANNEXURE III (a)  
**FINANCIAL FOLLOW UP REPORT (FFR-I)**  
 Report for the Quarter ending .....  
 Period covered by the Report: (    ) months  
 (This Report Format is a Sample only)

Name of the Borrower :

**BANKKEEPING**

A. Performance (Rupees in lacs)					
Activity		Annual Plan (Current Year) upto 31.03.20XX	Actuals (cumulative) upto quarter ending 31.03.20XX	% of achievement	
		1	2	3	
(i)	Purchases (including Direct Exp.)	-	-		
(ii)	Net sales	-	-		
	(Rs. in round lacs)				
(a)	Domestic				
(b)	Exports				
B. Status of Working capital funds (Rs. in round lacs)					
		At the end of last year 31.03.20	At the quarter ending 31.03.20XX	Change during the current year (2 minus 1) + or (-)	Estimates at the end of current year 31.03.20XX
		1	2	3	4
Current Assets (CA)					
a.	Inventory	0.00	0.00	0.00	0.00
b.	Receivables	0.00	0.00	0.00	0.00
c.	Other CA	0.00	0.00	0.00	0.00
d.	Total CA	0.00	0.00	0.00	0.00
Current Liabilities (CL)					
e.	Bank Borrowings for WC	0.00	0.00	0.00	0.00
f.	S. Creditors	0.00	0.00	0.00	0.00
g.	Other CL	0.00	0.00	0.00	0.00
h.	Total CL	0.00	0.00	0.00	0.00
i.	NWC (d-h)	0.00	0.00	0.00	0.00
j.	Current Ratio (d/h)				

<b>C      <u>Current Assets - How financed</u></b>			
(in percentage)			
	At the end of last year 31.03.20	At the quarter ending 31.03.20XX	Estimates at the end of current year 31.03.20XX
	1	2	3
k. Bank Borrowings (e/d %)			
l. S. Creditors (f/d %)			
m. Other Cls (g/d %)			
n. NWC (i/d %)			
Total			
<b>D.      <u>Levels of Inventory/ Receivables/ Sundry Creditors</u></b>			
			(No. of days)
	At the end of last year 31.03.20	At the quarter ending 31.03.20XX	Estimates at the end of current year 31.03.20XX
	1	2	3
o. Inventory	0.00		
p. Receivables	0.00		
q. S. Creditors	0.00		
<p>NOTES:</p> <p>(i) This report should be submitted by the borrower within 6 weeks from close of each quarter.</p> <p>(ii) Classification of Current Assets and Current Liabilities should be the same as in assessment of working capital limits. (Deposits/ instalments of TLs/DPG/debentures etc. due within 12 months from the end of the quarter should be included in the OCL.)</p> <p>(iii) The information should be furnished for each line of activity/ division/ unit separately as also for the company, as a whole.</p> <p>(iv) In section D, the levels in days should be computed for each column as follows:  For inventory : Value x 365 divided by Net Sales  For Receivables : Value x 365 divided by Gross Sales  For S. Creditors : Value x 365 divided by Purchases</p> <p>(For the above computation under column 2 sales/ purchases for part of a year is to be annualised)</p> <p>(v) This format is also applicable to traders and merchant exporters.</p> <p style="text-align: right;"><b>SD/-</b></p>			