



DISTRICT OFFICE: KENDRAPARA
(SOCIAL WELFARE SECTION)
MISSION SHAKTI

MISSION
Shakti

No. 2077 // Dt. 06/11/2021

**Advertisement for inviting Expression of Interest for eligible
WSHG/Federation Members to act as Business Correspondent Agent in
unbanked/underbanked GP**

Interested WSHG/Federation members having willingness and aptitude for delivery of door step financial services, are invited to submit their proposal before the concerned CDPO, duly filled along with supporting documents as prescribed and enclosed format (Annexure - II) within 15 (fifteen) days of this advertisement i.e. by 20/11/2021 for engagement of BC in identified unbanked/underbanked GP (Annexure - I) for a period of 2 years. The authority reserves right to cancel, amend or alter the advertisement without assigning any reason thereof.

Eligibility Criteria for engagement of BC: -

1. Must be a Woman SHG member.
2. Should be in the age group of 18 to 45 years.
3. Must have passed 10th standard(matric). (Preference will be given to higher academic qualification).
4. Well conversant with local language/dialect and able to read & write.
5. Must be from the same locality(GP).
6. Must be capable of operating computer/laptop/smart phone or can be trained for the same.
7. Must have good communication skill.
8. Must have KYC documents like Aadhar/Voter ID, PAN.
9. Must have ability to deposit the security deposit of Rs. 25,000/- and to meet the cost of infrastructure like furniture, computer/laptop, internet connection, biometric devices, Web camera, Micro ATM etc. and books of record costing around Rs. 50,000/-.
10. Should have adequate space for operating the CSP (Customer Service Point).
11. Should not be a full time or part time employee of any government /Non-Government organization / Local self - Governance body.

NB: The applicant can get the detailed information from the concerned BPC / BPM, Mission Shakti of the concerned block.

Chaitanya
6/11/21
**Dist. Social Welfare Officer,
Kendrapara**

Memo No. 2078 // Dated. 06/11/2021

Copy to all BLF / Notice Board / NIC, Kendrapara for kind information & request to publish this call notice in District website from 06/11/2021 to 20/11/2021 positively.

Pratik 6/11/21
Dist. Social Welfare Officer,
Kendrapara

Memo No. 2079 // Dated. 06/11/2021

Copy forwarded to all BDO / all CDPO for kind information & request to publish this call notice in the office of the concerned BDOs / CDPOs and shall be displayed at concerned AWCs for a period of 15 days for wide circulation.

Pratik 6/11/21
Dist. Social Welfare Officer,
Kendrapara

Identified Unbanked / Underbanked GP List

Sl No.	Block	Name of unbanked & underbanked GPs
1	Aul	Arehikana
2	Aul	Atal
3	Aul	Chandiagadi
4	Aul	Desahi
5	Aul	Eradanga
6	Aul	Gobindpur
7	Aul	Ketuapal
8	Aul	Koilidiha
9	Aul	Manikapatana
10	Aul	Narendrapur
11	Aul	Nuapada
12	Aul	Sahira
13	Aul	Sanamanga
14	Derabish	Indalo
15	Derabish	Kaupada
16	Derabish	Kusiapal
17	Derabish	Mukundpur
18	Derabish	Nahanga
19	Derabish	Palei
20	Derabish	Raghudeipur
21	Garadpur	Badabetara
22	Garadpur	Bantala
23	Garadpur	Bedari
24	Garadpur	Kalabuda
25	Garadpur	Madhusasan
26	Garadpur	Nadiabara
27	Garadpur	Pakhad
28	Garadpur	Talakusuma
29	Kendrapara	Ayaba
30	Kendrapara	Bagada
31	Kendrapara	Charigon
32	Kendrapara	Ghagara
33	Kendrapara	Gulnagar
34	Kendrapara	Jamadhar
35	Kendrapara	Kansar
36	Kendrapara	Keshpur
37	Kendrapara	Koro

38	Kendrapara	Kutaranga
39	Kendrapara	Nikirai
40	Marshaghai	Akhuadakhini
41	Marshaghai	Antei
42	Marshaghai	Bachharai
43	Marshaghai	Batira
44	Marshaghai	Beruhan
45	Marshaghai	Dashipur
46	Marshaghai	Dumuka
47	Marshaghai	Hindulia
48	Marshaghai	Jalapoka
49	Marshaghai	Mangarajpur
50	Marshaghai	Manikunda
51	Pattamundai	Bachhara
52	Pattamundai	Sanjharia
53	Rajkanika	Akhulipada
54	Rajkanika	Deulatara
55	Rajkanika	Hatasahi
56	Rajkanika	Koilpur
57	Rajkanika	Koranda
58	Rajkanika	Namatara
59	Rajkanika	P.Habalaganda
60	Rajnagar	Iswarpur
61	Rajnagar	Satavaya

P. K. S. 6/11/19
Dist. Social Welfare Officer
Kendrapara

Name of the Position: Business Correspondent Agent

Name of the GP applied for: _____

Paste your recent
passport size
photo

Sl No	Item	Particulars/ description
A.	General Information:	
	Name of the applicant (in Capital letter)	
	Father's / Husband's Name	
	Date of Birth (DD/MM/YYYY)	
	Name of the Domicile Village and GP	
	Contact Number (Mobile)	
	Email ID (if any)	
	Aadhar No. / Voter ID No.	
	PAN Number(If available)	
	Permanent Address for Communication	AT: Post: PS: PIN:
B	SHG Member Information	
	Name of the SHG	
	Date of admission to the SHG (DD/MM/YYYY)	
	Present Position held in the SHG (President/Secretary/Book keeper/Member)	
C	Educational Qualification	
	Minimum matric pass (10 th) Yes/No	
	Higher education if any (intermediate/ Degree/Master Degree/Others)	
	Computer Literate (Yes/No):	

	Computer literacy Certificate if any (DCA/PGDCA/Other):				
	Proficiency in operating Computer/laptop/Smart phone (Yes/No):				
	Language known (tick the appropriate)	Language	Read	Write	Speak
		Odiya			
		English			
		Hindi			
		Other (specify)			
D	Ability to meet the cost of operation of the business like security deposit, furniture & fixture, devices etc. (Yes/No)				
	Adequate space for operating the CSP (Customer Service Point) (Yes/No)				
E	Year of experience working with SHG/Federation/Bank (Any work experience, training/ certificate course completed on cash management/ record keeping, management and banking etc.)				

Enclosure: List of self-attested photocopies of relevant documents

Sl No.	Document Name	Whether enclosed (Yes/No)
1	Matric (10 th) Certificate	
2	Higher Education Certificate (Please specify) Intermediate (+2) Graduation (+3) Post-Graduation (PG) Any Other	
3	Aadhar with mention of concern GP / Residence Certificate / Certificate issued by Sarpanch for proof of residence	
4	Aadhar Card / Voter ID	
5	PAN Card	

6	Computer Education Certificate	
7	SHG Declaration Certificate (as to date of admission to SHG, position held etc.)	
8	Self-Declaration for proficiency in operating Computer/laptop/Smart phone	
9	Work experience as federation office bearer / executive committee member.	
10	Work experience (such as Book Keeper, Shakti Sahayika, Master trainer, SHG facilitator etc.) and training certificate (if any)	

Declaration:

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. Further, I state that I am not currently engaged in any Government/Non-Government organization/ Local Self – Governance body as a part time /full time employee. In the event of information being found false or incorrect, or ineligibility being detected before or after the selection process, action can be taken against me.

Date:

Place:

Full Signature of the Applicant



Acknowledgement

Received the Expression of Interest from Ms. _____,
 _____ SHG, GP _____, on date _____ for
 engagement as Business Correspondent Agent in identified GP.

Signature of the CDPO/ Authorised Signatory
 Date: