



Section I: Infrastructure

Please complete the information on your **personnel** and **offices**. Cells shaded in **grey** a

* Other points of service might include grocery stores, pharmacies, gas stations or other

Infrastructure	
Points of Service	Number of offices / branches
	Other points of service *
Employees	At the end of period
	Exit during the period
	Staff employed for one year or more

Staff and Gender	
Number of employees	
Number of loan officers	
Number of managers	
Number of board members	

Section II: Borrowers

Please complete the information on your **borrowers**. Cells shaded in **grey are not man**

* Each category is independent from one another therefore the sum will not necessarily e

Clients: Characterization and Number of Borrowers	
Number of Borrowers	At the end of the period
	New borrowers, during the period
Borrowers Characterization *	Female
	Enterprises
	Rural
	Management and staff (internal customers)
	People less than 18 years old

Section III: Loan Portfolio

Please complete the information on your **total loan portfolio**. Cells shaded in **grey are r**

1. All Loans
Total, portfolio

[Mortgage / Housing:](#)
[Other Household Finance:](#)

Section IV: Portfolio Arrears and Write-off loans

Please provide information on the **portfolio arrears** and **write-off loans** for your loan portfolio

Loan Portfolio: Portfolio Aging Report
Current portfolio (PAR < 30 days)
PAR 31 - 90 days
PAR 91 - 180 days
PAR 181 - 365 days
PAR > 365 days
Renegotiated loans
Total

Write-offs, Gross Loan Portfolio
Write-offs, during the period

Section V: Deposits

If your institution does not have deposits, enter '0' in all cells in part "1. All Deposits" below

Please complete this table on your total deposits (for both, non microfinance and microfinance)

1. All Deposits (Non Microfinance and Microfinance / Retail)
Deposits

* Includes any deposit product such as checking accounts, demand deposits, time deposits

2. Total Deposits - Institutional and Microfinance / Retail
Total Deposits
Total Non Microfinance / Institutional Deposits *
Deposits from corporations
Deposits from financial institutions
Deposits from governments
Total Microfinance / Retail Deposits
Voluntary deposits, total
Demand deposits

Time deposits
Compulsory deposits

Section VI: Prior years outstanding figures

If this is the first time your institution is providing data to MIX, fill out the tables below. If

Prior Years Outstanding Figures - Infrastructure and Borrowers	
Infrastructure and Borrowers	Number of employees
	Number of loan officers
	Number of active borrowers

Prior Years Outstanding Figures - Balance Sheet	
Balance Sheet Figures	Gross loan portfolio
	Property, plant and equipment
	Total assets
	Deposits
	Borrowings
	Total equity

Section VII: Non financial services and Employment creation

Non-Financial Services to Clients	
	Microenterprise training
	Education courses
	Women's empowerment training

Enterprises Financed and Employment Creation	
	Number of microenterprises financed
	Number of start-up microenterprises financed
	Number of people employed in the financed enterprises
	Sample used for microenterprises data
	Sample used for employment data

re not mandatory.

service points that are not MFI offices.

As of 31/12/2010

Total staff, as of 31/12/2010	Female staff, as of 31/12/2010

andatory.

equal the number of total borrowers.

As of 31/12/2010

ot mandatory.

As of 31/12/2010	As of 31/12/2010	#N/D!
Number of active borrowers	Number of outstanding loans	Loan portfolio, gross

Finances the purchase, construction, extension or improvement of a dwelling
 Finances other household purchases not related to an individual's or household's business.

portfolio.

As of 31/12/2010	#N/D!
Number of outstanding loans	Loan portfolio, gross
-	-

#N/D!
Loan portfolio, gross

ow and then skip this section and continue to section VI.

ance / retail deposits)

As of 31/12/2010	As of 31/12/2010	#N/D!
Number of depositors	Number of deposit accounts	Deposits

sits, etc., for all its categories.

As of 31/12/2010	#N/D!
Number of deposit accounts	Deposits
-	-
-	-
-	-
-	-

you have reported to MIX before, you can skip this section and continue to Section VII.

As of 31/12/2009	As of 31/12/2008

#N/D!	#N/D!

Clients participating in each training, from 1/1/2010 to 31/12/2010

From 1/1/2010 to 31/12/2010

[Back to Index](#)
