

Name of Review	Frequency of Conduct	Key Indicators Monitored	Attendees
Monthly Review by SRLM	Monthly	-Physical Progress -Financial Progress -Progress in Coverage -Activities conducted against Annual Action Plan	<ul style="list-style-type: none"> • Professional and Mentor appointed by PIA • BPM-SVEP of the Block • SPM
Monthly Review by DMMU	Monthly	-Physical Progress -Progress in Coverage -Financial Progress	<ul style="list-style-type: none"> • DPM • BPM-SVEP • Mentor Appointed by PIA
Quarterly Reviews by SRLM	Quarterly	-Physical Progress -Financial Progress -Progress in Coverage -Activities conducted against Annual Action Plan -Summary of findings from Community Field Monitoring activity conducted	<ul style="list-style-type: none"> • SPM- SRLM • PM-PIA • Professionals and Mentors appointed by the PIA for the State • BPM-SVEP appointed by SRLM
Internal Monthly Review by PIA	Monthly	-Physical Progress -Financial Progress -Progress in Coverage -Activities conducted against Annual Action Plan	<ul style="list-style-type: none"> • PM-PIA • Monitoring Team of PIA • Capacity Building Team of PIA • Professionals assigned to Blocks
Internal Quarterly Review by PIA	Quarterly	-Physical Progress -Financial Progress	<ul style="list-style-type: none"> • PM-PIA • Monitoring Team of PIA • Capacity Building Team of PIA • Mentors assigned to the Blocks

	<ul style="list-style-type: none"> -Progress in Coverage -Activities conducted against Annual Action Plan -Summary of findings from Community Field Level Monitoring conducted during reporting period -Progress against Capacity Building/Training plans made for Blocks -Update on materials developed against requirement in Annual Action Plan of Thematic Areas of project -Update on Assessment Tools developed against requirement in Annual Action Plan of Thematic Areas of project 	<ul style="list-style-type: none"> • Professionals assigned to Blocks
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Summary of all Reviews

Suggested Agenda

1. Monthly Review by SRLM

- **Frequency of meeting-** Once in a month
- **Quorum:** Mentor and BPM-SVEP with SRLM
- **Chaired by:** SPM
- **Minutes maintained by:** BPM-SVEP

Suggested Agenda	Materials Required
<ol style="list-style-type: none"> 1. Review of Action Points from last meeting (led by BPM-SVEP) 2. Discussion on targets and achievement so far in the block 3. Discussions on issues in progressing with the Monthly Work Plan 	<ol style="list-style-type: none"> i. Monthly Work Plan ii. Coverage plan developed iii. Financial details- Fund Status at Block level and SRLM level

<ol style="list-style-type: none"> 4. Discussions on issues identified in enterprise promotion activity- suitable solutions to address the same and stakeholders required in the process 5. Discussion on conflicts between the following groups which require the attention of SRLM: <ul style="list-style-type: none"> • between CRP-Group and mentor and/or BPM-SVEP • between CRP-EP group and Community 6. Discussion on fund requirement and budget status at State and Block level 7. Issues in implementation plan adopted for the block-modifications required (with respect to target and coverage) 8. Additional support required from SRLM and NRO which is to be added to the following reporting period's action plan 9. Other discussions 	
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2. Quarterly Reviews by SRLM

- **Frequency of meeting-** Once in a month
- **Quorum:** Respective state's NRO Professionals, SVEP Programme Manager (NRO), Kudumbashree NRO's COO, SRLM CEO and SPM of SVEP
- **Chaired by:** SPM

Suggested Agenda	Materials Required
<ol style="list-style-type: none"> 1. Progress update on Action Points discussed in previous quarter 2. Progress of enterprise promotion activities against pre-determined target in all SVEP blocks supported by Kudumbashree NRO 3. Discussion on revision of existing plan or strategy as required <ul style="list-style-type: none"> • Training support required • Resource development support required • Target revision if required 	<ol style="list-style-type: none"> i. Target and Coverage plan developed ii. Financial details- Fund Status at Block, SRLM and NRO level

<ul style="list-style-type: none"> • Mentor/Internal Mentor placement- progress update <ol style="list-style-type: none"> 4. Discussion around financial status at block, SRLM and NRO level- fund availability and requirements 5. Status of CEF repayment policy implementation on the field 6. Challenges faced in implementation which require attention of SRLM and/or NRO 7. Other discussions 	
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I. Internal Monthly Review by PIA

1. NRO Monthly Review

- **Frequency of meeting-** Once in a month
- **Quorum:** Respective state’s NRO Professionals, SVEP Programme Manager (NRO)
- **Invitees-** COO of Kudumbashree NRO
- **Chaired by:** PM
- **Minutes maintained by:** Thematic Anchors

Suggested Agenda	Materials Required
<ol style="list-style-type: none"> 1. Progress update on Action Points discussed in previous quarter 2. Monthly block level enterprise development progress against targets 3. Status of BRC, BEPC, CRP-EP group and Finance in the block 4. Progress of enterprise promotion activities against pre-determined target in all SVEP blocks supported by Kudumbashree NRO 5. Discussion on revision of existing plan or strategy as required <ul style="list-style-type: none"> • Training support required • Resource development support required • Target revision if required • Mentor/Internal Mentor placement- progress update 6. Discussion around financial status at block, SRLM and NRO level- fund 	<ol style="list-style-type: none"> i. Target and Coverage plan developed ii. Financial details- Fund Status at Block, SRLM and NRO level iii. MPR iv. Case Studies (as required)

<p>availability and requirements</p> <ol style="list-style-type: none">7. Status of CEF repayment policy implementation on the field8. Challenges faced in implementation which require attention of SRLM and/or NRO9. Discussion on new innovation (in enterprise promotion activities or administrative management or in developing role of CBOs, etc) tested/conceptualised on field- feedback on the same10. Discussion on State specific tasks to be conducted11. Other discussions	
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