QUESTIONNAIRE
1. Name of the IDBI Finance Unit:

2. Location: (a) Village/Town:

3. Form of Organisation (Tick the exact one):
   - Proprietorship
   - Partnership
   - Co-operative
   - Limited Company

4. Is it registered - Yes/No:

5. Have the owners have any other business? Yes/No
   a) Nature of business:
   b) Location of the business:

6. When the Unit was first registered:
   Date:
   Year:

7. Is it modernised? Yes/No:

8. What is the installed capacity of production of the Unit?
9. What is the actual utilisation of capacity in the last 5 years?

<table>
<thead>
<tr>
<th>Year</th>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>1989-90</td>
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<td>1990-91</td>
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<td>1993-94</td>
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</table>

10. Total number of Employees in the Organisation (Office & Factory)

Permanent: (a) Male:  
(b) Female:  
Seasonal/Casual: (a) Male:  
(b) Female:  

<table>
<thead>
<tr>
<th>Category</th>
<th>Male</th>
<th>Female</th>
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</thead>
<tbody>
<tr>
<td>Skilled</td>
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<td></td>
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<tr>
<td>Semi-Skilled</td>
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</tbody>
</table>
11. Academic and Professional:

Qualification of the Employees
i) Manager
ii) Accountant
iii) Machine Shop
iv) Cashier
v) Supervisor

12. Wage structure in respect of:

the permanent employees

<table>
<thead>
<tr>
<th>Permanent Employees</th>
<th>Skilled Employees</th>
<th>Semi-Skilled</th>
</tr>
</thead>
</table>

Basic in the Scale (P.M.)
D.A./H.R.A., etc.

13. What has been the amount of:

total capital employed in the
unit since inception and
portion of IDBI assistance?
(IDBI finance being taken as
to Gross Block + Working
Capital - Loss/Profit)

Land, Building, Plant & Machinery, Furniture, Fixture etc.

Raw Materials, Work in progress, Finished goods, Receivables.

### C) Profit and Loss (1989-1994)


14. How the capital of the unit has been financed over the last 5 years?

<table>
<thead>
<tr>
<th>Year</th>
<th>Share Capital</th>
<th>IDBI's Assistance</th>
<th>Bank Loan</th>
<th>SFC</th>
<th>Other Co-Promoters</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>
15. Short term borrowed capital:

<table>
<thead>
<tr>
<th>Years</th>
<th>Cash Credit</th>
<th>Bank Overdraft</th>
<th>Trade Credit</th>
</tr>
</thead>
<tbody>
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</table>

16. Internal Generation of Fund:

<table>
<thead>
<tr>
<th>Years</th>
<th>Depreciation</th>
<th>Tax Provision</th>
<th>Dividend</th>
<th>Reserve &amp; Surplus</th>
</tr>
</thead>
<tbody>
<tr>
<td>1989-90</td>
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</table>
17. Rate of Interest paid to IDBI:
and banks since inception of
the unit and for last 5 years.

<table>
<thead>
<tr>
<th>Years</th>
<th>SFC</th>
<th>IDBI</th>
<th>Bank</th>
</tr>
</thead>
<tbody>
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18. What have been the normal:
terms and conditions regarding
repayment of loans, sourcewise)
i) IDBI
ii) Consortium
iii) SFC
iv) Banks

19. (a) Security provided for:
raising the loan from IDBI/Bank  Yes/No
19. (b) In case of furnishing any security what has been the nature of security offered for?
   (i) Mortgaging of fixed assets?: Yes/No
   (ii) Hypothecation of goods?: Yes/No
   (iii) Personal Security?: Yes/No

20. How the fund provided for depreciation are kept?
   (i) Amount invested outside
   (ii) Employed in the business
   (iii) Both

21. Whether the unit has been earned profit during the period of its operation?

|---------|---------|---------|---------|---------|---------|

22. How did the company dispose the profit?
   i) Investment in other business?
   ii) In acquisition of Land/Building?
iii) Repayment of IDBI/bank Loan?
iv) Financing Expansion?

23. What has been the form of:
   Government Assistance to the
   Unit?
   i) Financial
   ii) Others

24. What problems the unit is:
   facing (in order of rank)

25. Do the Government Policy helps:
   in solving the problems? Yes/No

26. What have been the source of:
   supply of raw materials for
   the unit since inception?

<table>
<thead>
<tr>
<th>Years</th>
<th>From whom</th>
<th>From Local Market</th>
<th>From Outside Market</th>
</tr>
</thead>
<tbody>
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</table>
27. Any problem relating to marketing of units product/service faced by the unit: Yes/No

28. If yes, nature of problems:
   i) Financial
   ii) Managerial
   iii) Labour
   iv) Raw Materials
   v) Power
   vi) Government Policy
   vii) Others

29. In case of sale of finished products/services, who are the customers:

30. Marketing set-up within the State and outside the State:

31. Is there any registered Trade Union in the Unit? Yes/No
32. Sources of energy supply: Steam/Electricity/Diesel/Gas/LSHS

33. If it is electricity, is the power supply regular/irregular?

34. If it is irregular, how the unit meet the requirements?

35. (a) Impact on profit, if alternative power supply arrangement is made Yes/No

(b) If it is yes, to what extent?

36. Awareness on environment pollution by the unit Yes/No

37. Total outstanding dues to IDBI/Bank Rs.
38. Total overdue - outstanding: i)
   principal, interest and total ii)
   dues iii)

39. Project Report verified and:
   accepted by the category of
   officer of IDBI/Bank -

40. Total loans sanctioned and:
   availed by the Unit

41. Causes of loss, non-compliance:
   of IDBI's regulation by the Unit

42. Present status of the unit:

43. Any other comments:
   i) By the IDBI
   ii) By the Unit

DATE:

1. Signature of the Director/
   In-charge of IDBI
   assisted unit.

2. Signature of IDBI Officer
   replied on behalf of the
   unit, as a confidential
   information data sheet.

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