



**ANANDADHARA - DISTRICT OFFICE  
DISTRICT MISSION MANAGEMENT UNIT**

**DAKSHIN DINAJPUR**

BALURGHAT: WEST BENGAL

Telephone (03522)255-307, 257-307, Tele/Fax : (03522)255-320, E-mail : [dmmu.ddinajpur@gmail.com](mailto:dmmu.ddinajpur@gmail.com)

**Memo No:- 131/DMMU/NRLM/2015**

**Dated:- 01/04/2015**

## **Empanelment Notice**

In reference to Anandadhara State Office memo no. 193(20)/WBSRLM/ Procurement //I pr.08/2015 dated 24.02.15, applications are invited from female candidates satisfying the below mentioned criterion for empanelment as **Community Auditor** of SHG under DMMU, Dakshin Dinajpur.

Candidates must fulfill the following criterion:

- i) They must be SHG members or wards of SHG members.
- ii) They must reside in rural areas (Epic/Aadhar/GP pradhan's residential certificate) will suffice.
- iii) Minimum age of the candidates-18 years as on 01.01.2015
- iv) Minimum Educational Qualification: H.S in Commerce or Graduate in any discipline.

### **Selection Procedure:**

Eligible candidate shall submit their complete Bio-data with two recent colour photograph in given format to BDO of their respective Blocks. All applications received at BDO office will be scrutinized and application of only those candidates who satisfy the above eligibility criterion will be forwarded to DMMU, which will hold a training session(residential) at Balurghat for 3-5 days in collaboration with the Institute of Cost Accountants of India(ICAI),after which candidates qualifying in a post- training examination will be listed up as **Community Auditor**.

### **Payment:**

**No Fees for Audit will be paid by DMMU/BMMU** and it will be up to the candidates to collect the audit fees from the SHGs (Maximum Rs.200/- per SHG per financial year) who access their services.

### **Application procedure:**

Eligible candidates are requested to submit their application in a sealed envelope before the BDO and Block Mission Director, BMMU of concerned block in given Bio Data format and Xeroxed copy of supporting documents in favour of their Age, Qualification, and Relationship with SHG, residential proof etc.

**All complete applications shall be submitted to concerned Block offices directly on or before 17.04.15 (Except Holidays) by hand or post.**

**Last Date of submission of the scrutinized list of eligible candidates to DMMU is 23.04.15. No additional list after the given deadline will be accepted.**

*W/ho 01/04/2015*  
**Addl. District Mission Director  
District Mission Management Unit  
& Project Director, DRDC  
Dakshin Dinajpur**

To

The Block Mission Director/Block Development Officer

..... Block

Sub: Application for Empanelment as COMMUNITY AUDITOR

Sir,

In response to the Memo No 131/DMMU/NRLM/2015 dated 01.04.2015, I would like to submit my Bio-data for empanelment as Community Auditor. Bio-data is as Follows

**BIO-DATA**

1. Name :
2. Father's/Husband Name :
3. Address:  
Vill :  
PS :  
District:
4. Phone No:
5. Date of Birth:
6. Educational Qualification:

PO:  
PIN :

Self attested  
recent color  
passport size  
Photo Copy

Sl. No	Name of the Examination	Board/University	Year of Passing	Total Marks Obtained	Division/Class

7. Any Other Qualification :
8. Whether you are a SHG Member/ward of SHG Member (Yes/No):
  - a. If Yes, Name of the SHG:

Encl :

1. Two Recent passport Size Photograph (one photo to be pasted on the application)
2. Self attested Photocopy of Age Proof (Admit card of Madhyamik)
3. Self attested Photocopy of Educational Qualification
4. Self attested Photocopy of Residential Proof (Voter ID/Aadhaar/Pradhan's certificate)
5. Self attested Photocopy of Relationship with SHG/SHG Member.

Date :  
Place:

Signature of the candidate



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Memo No:- 131/1 (32) /DMMU/NRLM/2015

Dated:- 01/04/2015

Copy forwarded for information & necessary action please:

1. C.D.Lama, IAS, SMD & CEO, WBSRLM

2. The District Magistrate, Dakshin Dinajpur

3-10) The Block Development Officer & Block Mission Director,

Hili/Kumarganj/Balurghat/Tapan/Gangarampur/Bansihari/Kushmandi/Harirampur Block; with a request to publish this notice at his Notice Board and all Sangha office and forward a copy of the same to all GP prodhans for wide publicity.

✓ 11. The DIO, NIC, Dakshin Dinajpur; with a request to publish in district website.

12-32. Smt/Sri \_\_\_\_\_, DLT, Dakshin Dinajpur.

*W.A.* 01/04/2015  
Addl. District Mission Director  
District Mission Management Unit  
& Project Director, DRDC  
Dakshin Dinajpur