

From To

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Mission Director,

MEPMA

Hyderabad.

Sir / Madam,

Lr Roc. No.3/M&E/Online Updation/2013, Dated 28.10.2013

Sub: MEPMA – Guidelines for updating bank linkage in <http://ikp.serp.ap.gov.in/mepmabl> portal – Reg.

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As you aware that the entry screen for loan disbursement / Bank Linkage has been provided in <http://ikp.serp.ap.gov.in/mepmabl> portal.

The following are the guidelines to update bank linkage in the above portal. There are two types of loans.

1. **Term Loan**
2. **CCL**

The following steps need to be followed to update the bank linkage.

**Term loan:**

To update the term loan, the old loan status need to be **closed**, then you can enter the new loan. To update this the following steps can be followed

* 1. Update SHG SB a/c
  2. Update Loan a/c
  3. Update loan details
  4. In Loan Disbursement screen
     1. Update the loan type as Term Loan
     2. Update the loan status as closed
     3. Select the term loan radio button and enter the loan details

Note: If the SHG and Loan Details are entered in <http://ikp.serp.ap.gov.in/mepmabl> portal. The above steps from **a to c** are not required.

**CCL:**

If a CCL is renewed, the loan status needs to be **Running,** then the following steps can be followed

1. Update SHG SB a/c
2. Update Loan a/c
3. Update loan details
4. In Loan Disbursement screen
5. Update the loan type as CCL
6. Update the loan status as **Running.**
7. Then select CCL loan radio button. In CCL Loan Details window, Renewal link will be enabled. By clicking on that link, you can enter the CCL renewal details.

* If any SHG has changed from one Bank to another Bank, to change the account in online portal the following steps can be followed.
  + If the SHG SB account not updated in TPRO login, go to SHG SB account updation screen and update Bank, Branch and SB a/c number.
  + If the SHG SB a/c updated in TPRO login, you can update the details in PD login.

Yours faithfully,S

Sd/- Anita Ramachandran

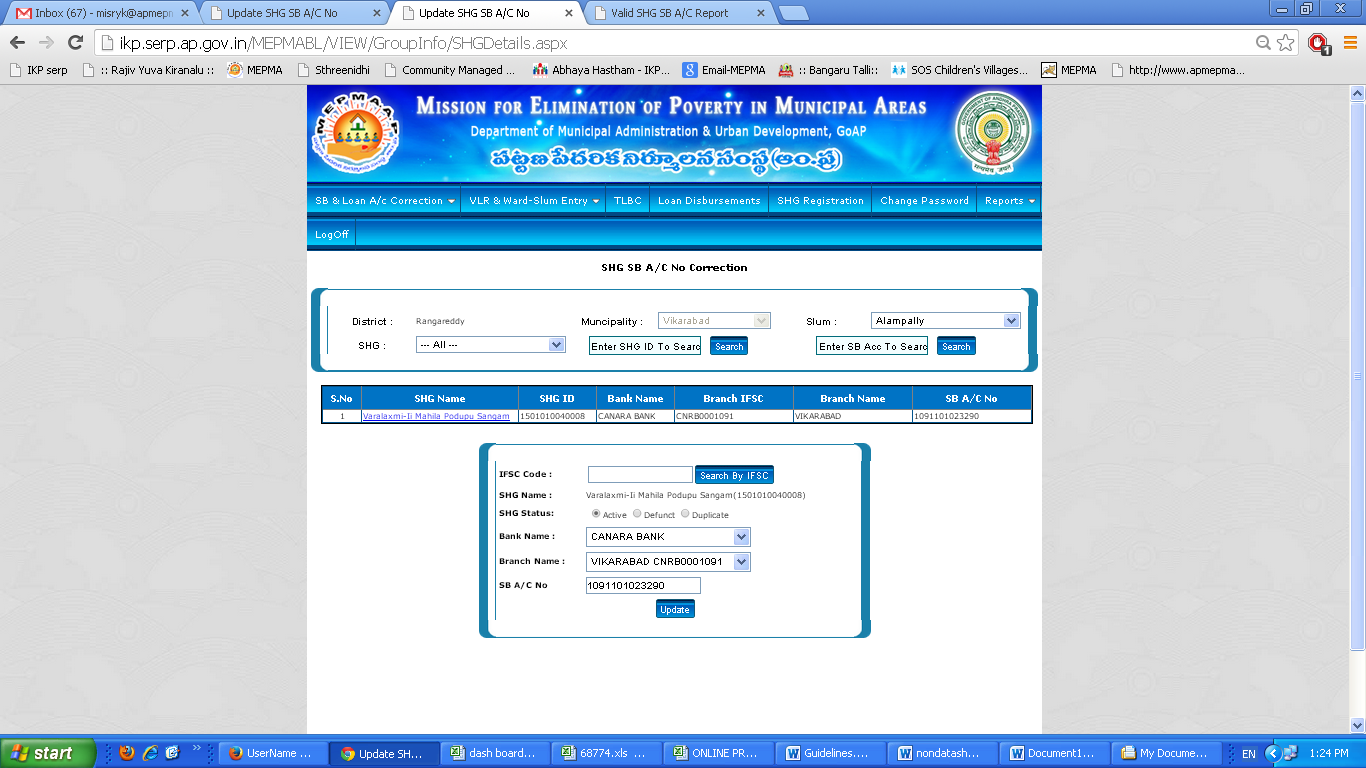
**MISSION DIRECTOR**

Enclosure: Detailed screenshots

**Guidelines for updating the Bank Linkage in** [**http://ikp.serp.ap.gov.in/mepmabl**](http://ikp.serp.ap.gov.in/mepmabl) **portal**

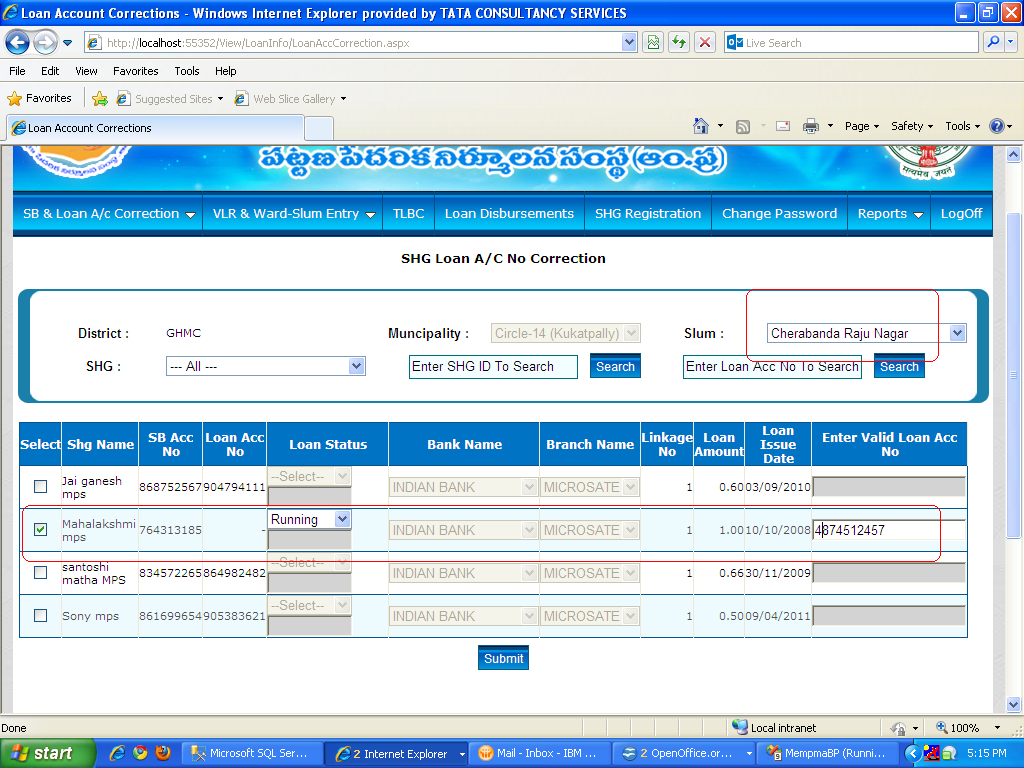
Step 1:

Update SHG SB account number.

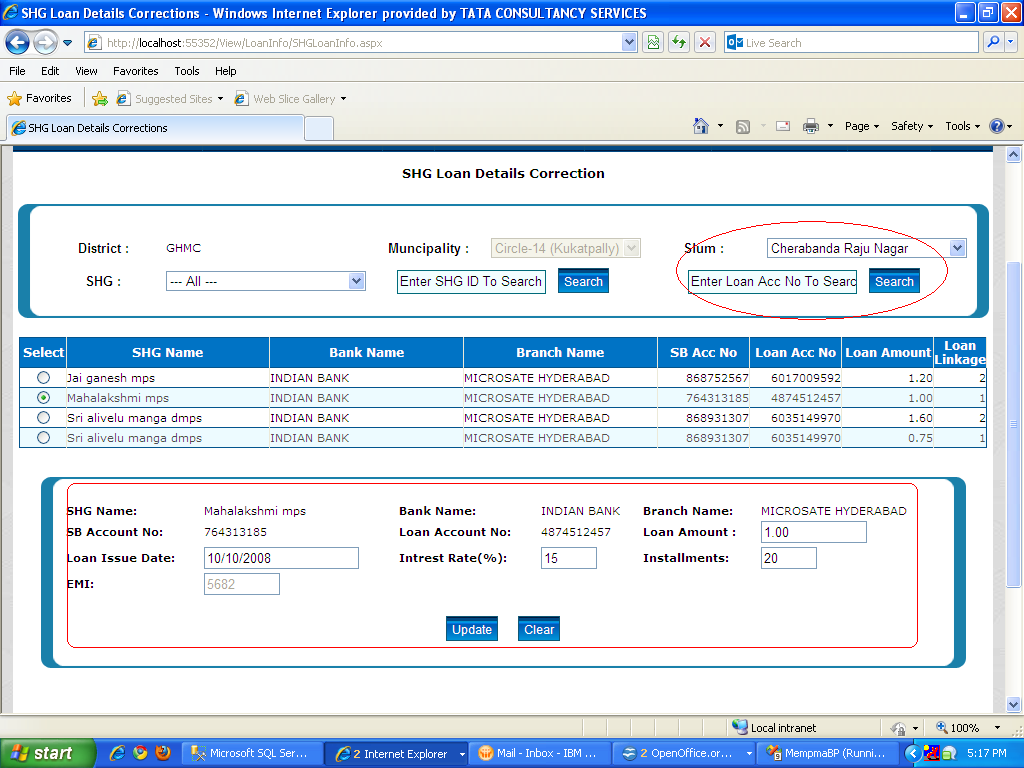


Step 2:

Update the loan A/c No. As, shown below.

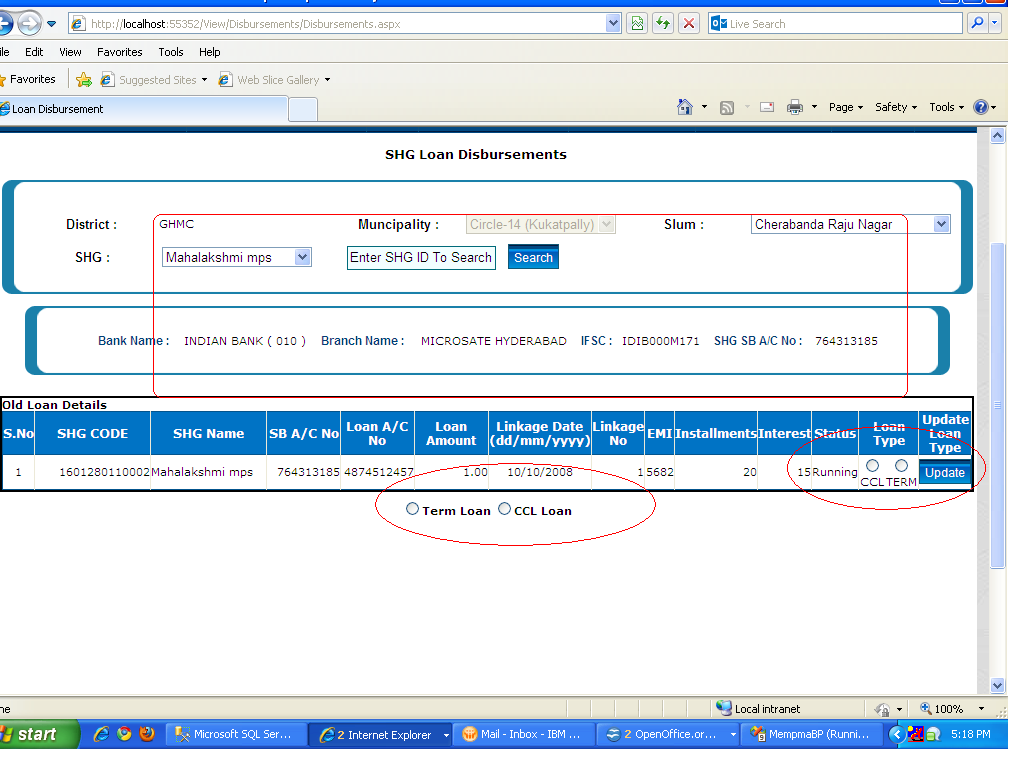


Step 3: Then update the loan details for it



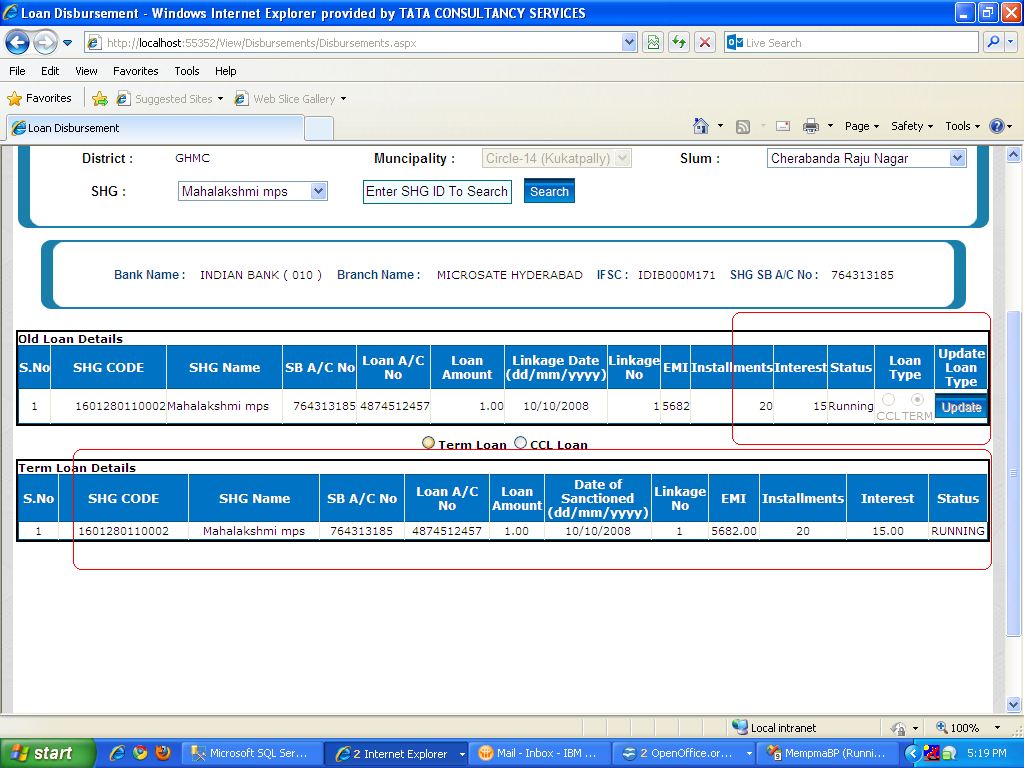
Step 4:

After updating loan details, In Loan Disbursement screen, the option to update the loan type is enabled, as shown in the below image



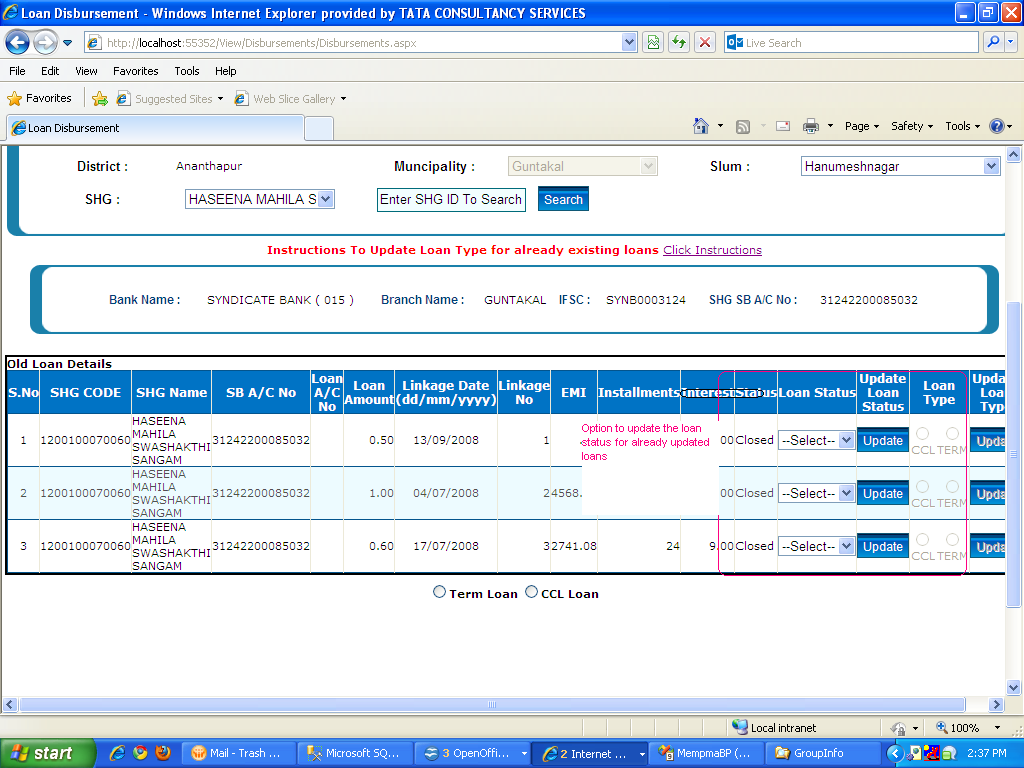
Step 5:

After updating the loan type the details will be binded to the corresponding loan type grid, as shown below

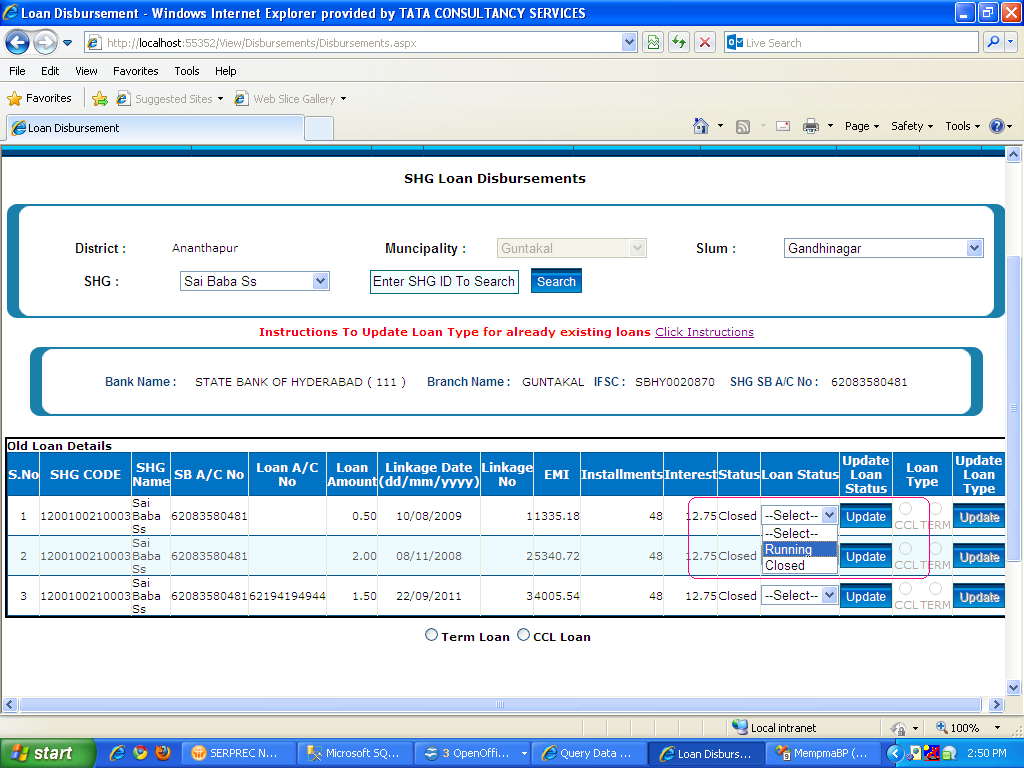


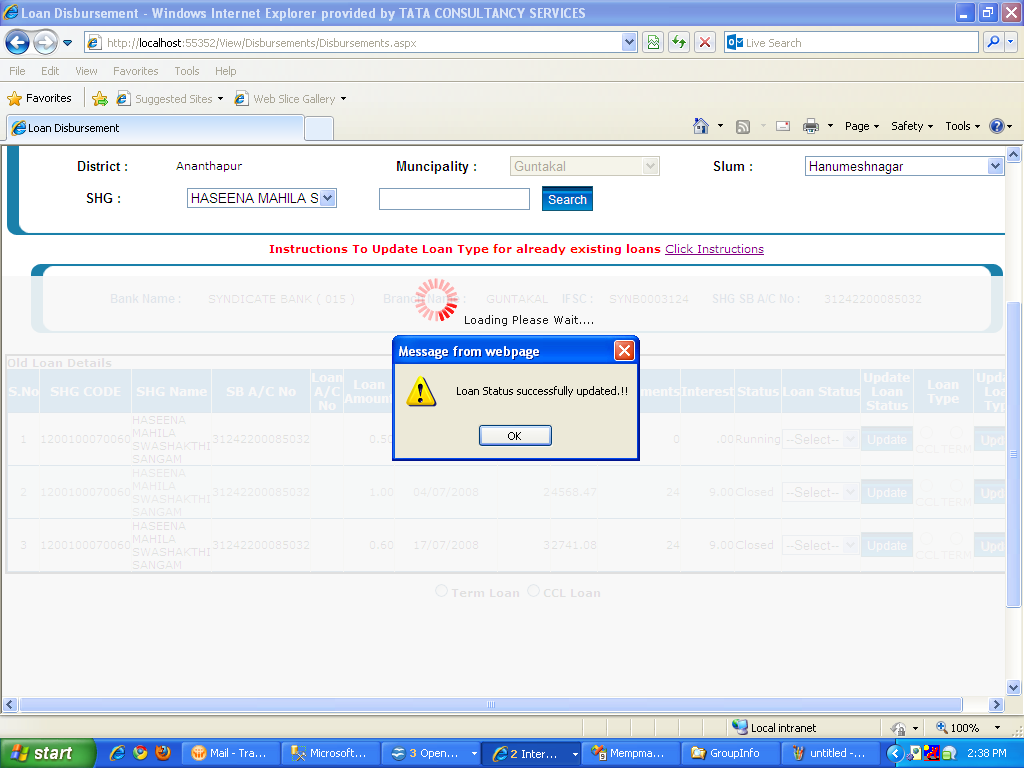
Note: For entering new Term Loan: Previous Term Loan status shall be **Closed**. And for entering CCl renewal, CCL status shall be **Running.**

Step6: To Update the loan status in Loan Disbursement screen.

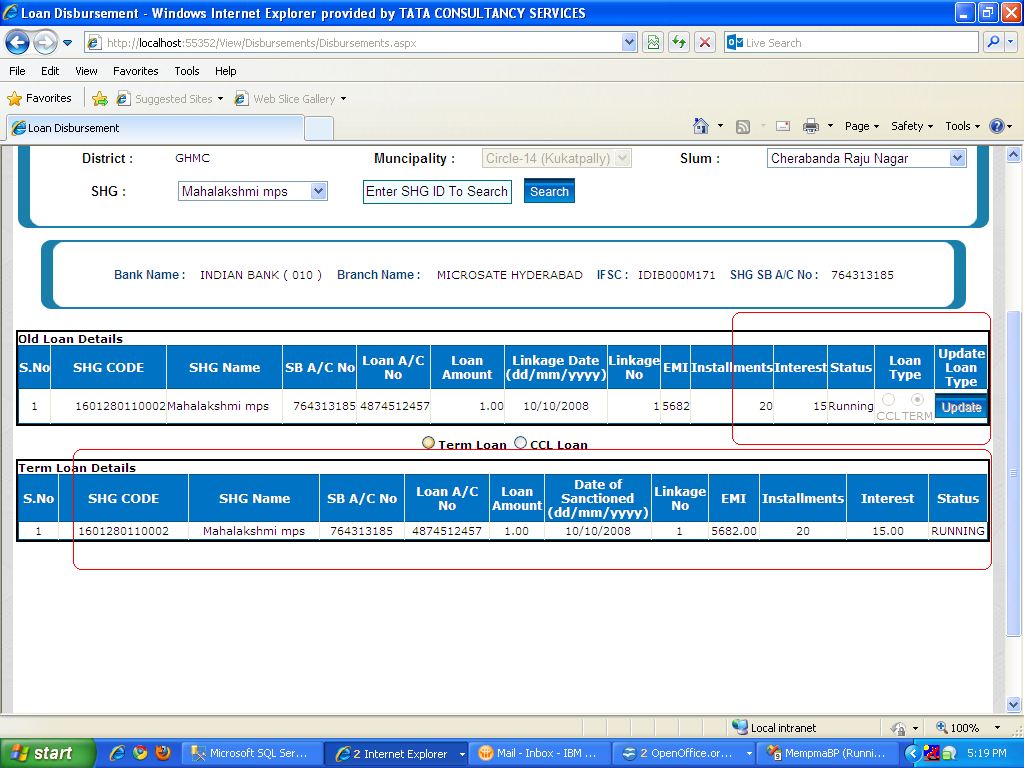


Select the loan status that you want to update.





After updation the status will be change and the change will be reflected in 'Status' column.



Step 7:

Now You can update the Term/CCL loan

