

Format for Monthly Progress Report

| Sl. No. | Particulars | Description | | | |
|---------|---|------------------|--------------------------------|-------------------------------|--------------------------|
| 1 | Project ID | | | | |
| 2 | Project Title & Description | | | | |
| 3 | Project start Date | | | | |
| 4 | Progress report Month & Time elapsed since project start date | | | | |
| 5 | Physical completion Percentage | Planned | Actual | Reasons for deviation | |
| | | | | | |
| | | | | | |
| 6. | Financial Completion Percentage | Released | Actual incurred | Balance | |
| | | | | | |
| | | | | | |
| 7 | Project Milestone Status (as per the implementation plan submitted during proposal submission stage) | Milestone | Planned completion date | Actual completion date | Reasons for delay |
| | | | | | |
| | | | | | |
| | | | | | |
| 8. | Major activities completed in this quarter | | | | |
| 9. | Major activities planned for next quarter | | | | |

| Sl. No. | Particulars | Description | | | |
|---------|--|-------------|-----|--------|--------|
| 9. | Support required from OMBADC (if any) | | | | |
| 10. | Progress Photographs <i>(Please attach latest progress photographs of the project)</i> | | | | |
| 11. | Project KPI | | KPI | Target | Actual |
| | | | | | |
| | | | | | |
| | | | | | |
| 13. | No. of Households/population benefitted as on date <i>(cumulative headcount as on Date)</i> | | | | |
| 14. | Any other relevant information in the context of project | | | | |

Signature of the authorized signatory of the Line Department with seal

Name :

Designation :

Date :

Place :