1/ SLTSERVICES

User Manual of Samurdhi E – Banking Reporting





By

Sri Lanka Telecom (Services)

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1. MIS Reporting URL

• Use this URL to log into the Branch MIS Reporting Panel - https://124.43.132.101/

2. Login Page

• This is a front page of the login page.

ஸ்லெச்சே பூச்சு இர விடிவுச சமூர்த்தி சமூதாய அடிப்படையிலான வங்ங Samurdhi Community Base Bank		
5.	命 Samurdhi MIS Login	
	A Username	
2	Remember Me	
	Login	
	LOADIN	

• In this panel you can get a Branch list report, So you must enter the correct Branch Username and Password.

கூசுச்சூர் மூச்சு இரு விருக்கும் சமுர்த்தி சமுதாய அடிப்படையிலான வங்ஙி Samurdhi Community Base Bank		
	Samurdhi MIS Login A Username	
2	Remember Me	

• If you have given the correct Username and Password, now you can go to the MIS reporting panel by clicking the login button.

3. Home Page

- This is a home page of the MIS Reporting Panel.
- This home page consists of three sections. It is separately detailed as follows.

MIS PANEL	
Home	A HORANA
Male and Female Count	Account balance and Loan Total outstanding
• A	с
e Fenale Mate	 account balance account balance account balance

- **A** This allows you to view every major report type that is accessible in the MIS Report Panel.
- **B** The details of the branch user logged into the MIS Panel can be viewed by clicking this.
- **C** To log out of the MIS Panel, branch users should click here.

4. Report

How to get a Reports

1. First Click on Report. After we can see four types of the reports.



(a) Loan Reports

How to get a Loan Reports

- 1. Click on Loan
- 2. After we can see types of the loan reports.





Summary	
Loan Wise (Separate)	
Cultivation	
Loan Disbursement (No)	1
Loan Disbursement (Amount)	500,000.00
Amount to be recovered	500,000.00
Amount recovered	0.00
Total Out standing (No)	1
Total Out standing (Amount)	500,000.00
Default Loan Wilful (No)	0
Default Loan Wilful (Amount)	0.00
Default Loan Non Wilful (No)	0
Default Loan Non Wilful (Amount)	0.00
Past due (No)	0
Past due (Amount)	0.00
Consumption	
Loan Disbursement (No)	292
Loan Disbursement (Amount)	6,995,000.00



How to get a Branch Loan Summary Report for a day

- 1. Click on Branch Loan Summary Report Product for a day
- 2. Next select the date
- 3. Now click the Generate Report Button

		HORANA 🗙 🗸 HORANA		
습 Home		Loan 1		
Reports 🔶 🛧		> Branch Loan Summary Report Product Wise		
🖲 loans		✓ Branch Loan Summary Report for a Day		
② Deposits				
🖾 General		Select Date	_	_
🗟 General Ledger		2024-07-24	- :	2
		Generate Report 3		
	1	> Loan Trail Balance		
		> Loan Disbursement Amount		

HORANA				BRANC	HCONS	OLIDATED L	OANS A	<u>S AT</u>		2023-0	07-0)1	
		1.4	1.5	1.6		1.7			1.8			1.9	1.1
	Loan disbursement				Total Out standing of		Total Defaulted					% of	% of
Product Name		Amount	Amount	unt Amount to be Am	Amount		Amount	Amount	PA	ST DUE		Recovery	Defaulded
i loudet hume	No	Pe	recovered	recovered	No	1.7 = 1.4 - 1.6	No	Pe	No	Amount		1.9= 1.6*100	
		rs.	Rs.	Rs.				rts.		Rs.		1.5	1.6
LIVELIHOOD	528	91,170,000.0	30,992,208.2	60,210,086.2	528	53,783,529.1	C	0			0.00	66.00	0
SAMPATHA LOAN	282	30,885,000.0	9,799,025.72	21,068,979.7	282	17,865,652.8	C	C			0.00	68.00	, c
SAMURHDI	2	1,000,000.00	66,256.57	933,743.43	2	274,589.82	C	C			0.00	93.00	
INCOME	20	4,000,000.00	1,343,387.93	2,656,612.07	20	2,286,530.55	C	C			0.00	66.00	
SAMURDHI ALOKA	10	200,000.00	0.00	200,000.00	10	51,523.57	0	C			0.00	100.00	
STAFF	24	2,400,000.00	795,056.00	1,604,944.00	24	1,759,502.29	C	C			0.00	67.00	, c
SWASAKTHI	6	793,000.00	73,208.39	719,791.61	6	631,500.09	C	C			0.00	91.00	, c
CONSUMPTION	352	8,355,000.00	721,333.26	7,637,416.74	352	5,064,995.97	C	C			0.00	91.00	, c
SWASAKTHI-NON	5	1,305,000.00	252,916.62	1,052,083.38	5	976,874.93	C	C			0.00	81.00	ı c
YOUTH TALENT	1	300,000.00	165,000.00	135,000.00	1	225,000.00	C	C			0.00	45.00	, c
SAMURDHI	6	300,000.00	185,277.66	114,722.34	6	291,388.88	0	C			0.00	38.00	, c
Total	1,236	140,708,000.	44,393,670.4	96,333,379.5	1,236	83,211,088.1	0	C	0		0.00	806	i c

How to get a Loan Trail Balance Report

- 1. Click on Loan Trail Balance Report
- 2. Select the type of the Loans
- 3. Select the Wasam
- 4. Select the Product
- 5. Next click on the Generate Report Button

I loans Deposits		> Branch Loan Summary Report for a Day 1 V Loan Trail Balance
🖽 General		
🔀 General Ledger	•	Active 2 Wasam V C 3 Product
		Cenerate Report S Loan Disbursement Amount

6. The report is as below.

TRIAL BALANCE ON LIVELIHOOD DEVELOPMENT LOAN

7/24/24, 9:33 AM

HORANA Bank

Active Accounts

No	Loan Number	Balance
1	218130904100025	9,846.23
2	218130904100075	16,434.59
3	218130904100089	109,633.34
4	218130904100095	84,132.48
5	218130904100128	11,599.67
6	218130904100134	88,672.12
7	218130904100136	36,244.61
8	218130904100171	16,611.78
9	218130904100182	14,787.94
10	218130904100198	9,844.51
11	218130904100204	27,926.88
12	218130904100205	31,441.84
13	218130904100207	34,996.36



How to get a Loan Disbursement Amount

- 1. Click on the Loan Disbursement Amount
- 2. Select the Product
- 3. Select the date range
- 4. Next click on the Generate Report Button

습 Home		Loan			
Reports ^		> Branch Loan Summary Report Product Wise			
Ioans		> Branch Loan Summary Report for a Day			
Ø Deposits					
📅 General		Coan Trail Balance			
🔀 General Ledger		V Loan Disbursement Amount			
	•	Product			
		∠ 2			
		Select Date Range			
		Start date → End date 🛱 🧲 3			
		Generate Report 4			

LOAN DISBURSEMENT AMOUNT LIVELIHOOD DEVELOPMENT LOAN
2024-04-01
2024-07-24
HORANA

No	Loan	Amount
1	218130904102733	50,000.00
2	218130904102740	50,000.00
3	218130904102743	500,000.00
4	218130904102744	500,000.00
5	218130904102745	100,000.00
6	218130904102746	500,000.00
7	218130904102747	100,000.00
8	218130904102787	1,000,000.00
-		

(b) Deposits Reports

How to get a Deposits Reports

- 1. Click on Deposits
- 2. After we can see types of the Deposits Reports

	MIS PANEL HORANA & M						
습 Home 프 Reports - ^		Deposits					
Ioans		Deposit Report Dormant & Active Deposits Summary (Cumulative)					
· General	٩	> Summary - Deposits Active & Dormant (Cumulative)					
😨 General Ledger		> Samurdhi Banks Product Wise Deposit Report					
		> Wasam Wise Deposits					
		> Dormant and Active Accounts					
		> Dormant and Active Accounts Wasam Wise					
		> Dormant and Active Accounts Product Wise Back Date					

How to get a Deposit Report

- 1. Click on Deposit Report
- 2. Next click on the Generate Report Button

	NEL		HORANA 🗙 🗡 HORANA
습 Home	De	posits 1	
Reports ^	~	Deposit Report	
🖲 loans			
⑦ Deposits		Generate Report C	
😇 General	•		
🗒 General Ledger			
	>	Dormant & Active Deposits Summary (Cumulative)	
	>	Summary - Deposits Active & Dormant (Cumulative)	
	>	Samurdhi Banks Product Wise Deposit Report	
	>	Wasam Wise Deposits	

HORANA

Summary (Cun	Tatal		
Deposit W	l otal		
	Female	7,053	
Customer count	Male	2,638	
	Total	9,691	
	Female	1,988	
Number of abore helders	Male	610	
Number of share holders	Total	2,598	
	Amount (Rs)	20,594,872.00	
	Female	1,988	
Marchana Danasita	Male	611	
Members Deposits	Total	2,599	
	Amount (Rs)	18,151,694.41	
Child Denesite	No of A/C	861	
Child Deposits	Amount (Rs)	3,460,525.46	
Dirivementhe Demonito	No of A/C	714	
Dinyamatha Deposits	Amount (Rs)	5,032,266.29	

How to get a Dormant & Active Deposits Summary (Cumulative)

- 1. Click on Dormant & Active Deposits Summary (Cumulative)
- 2. Next Click on the Generate Report Button

	NE		HORANA 🗙 🗡 HORANA
습 Home		Deposits	
逗 Reports 🔷 🔨		> Deposit Report	
I loans		✓ Dormant & Active Deposits Summary (Cumulative)	
Ø Deposits			
😇 General	4	Generate Bennt C	
😨 General Ledger			
	1	> Summary - Deposits Active & Dormant (Cumulative)	
		> Samurdhi Banks Product Wise Deposit Report	
		> Wasam Wise Deposits	

Dormant & Active Deposi (Cumulative)	ts Summary	Active	Dormant
	Female	1,948	40
Number of Share Heldere	Male	593	17
Number of Share Holders	Total	2,541	57
	Amount	20,586,687.00	8,185.00
	Female	1,369	619
Mambara Danasita	Male	337	274
Members Deposits	Total	1,706	893
	Amount	15,607,076.15	2,544,618.26
Division of the Democrite	No of A/C	861	0
Diriyamatna Deposits	Amount	3,460,525.46	0.00
Nen menshere Denesite	No of A/C	262	452
Non members Deposits	Amount	3,721,573.67	1,310,692.62
Oreun Denesite	No of A/C	921	227
Group Deposits	Amount	6,623,228.99	2,409,640.10

How to get a Summary - Deposits Active & Dormant (Cumulative)

- 1. Click on Summary Deposits Active & Dormant (Cumulative)
- 2. Next Click on the Generate Report Button

	NEL	HORANA 🗙 🗸 HORANA
 Mome Mome Reports Ioans Opposits General Ledger 	Deposits 1 > Dermant & Active Deposits Summary (Cumulative) > Summary - Deposits Active & Dormant (Cumulative) Generate Report 2	
	Samurdhi Banks Product Wise Deposit Report Wasam Wise Deposits	

Summary - Deposits Active (Cumulative)	e & Dormant	Active	Dormant
	Female	1,948	40
Number of Share Heldere	Male	593	17
Number of Share Holders	Total	2,541	57
	Amount	20,586,687.00	8,185.00
	Female	1,369	619
Mombore Donosite	Male	337	274
Members Deposits	Total	1,706	893
	Amount	15,607,076.15	2,544,618.26
Child Depentite	No of A/C	861	0
Child Deposits	Amount	3,460,525.46	0.00
Divivementhe Denesite	No of A/C	262	452
Dinyamatha Deposits	Amount	3,721,573.67	1,310,692.62
Non members Denseite	No of A/C	921	227
Non members Deposits	Amount	6,623,228.99	2,409,640.10
Crown Donasita	No of A/C	988	387
Group Deposits	Amount	51,086,986.29	12,475,610.29
		4 705	

How to get a Samurdhi Banks Product Wise Deposit Report

- 1. Click on Samurdhi Banks Product Wise Deposit Report
- 2. Next Click on the Generate Report Button

	NE	EL	HORANA 🗙 🗸 HORANA
Image: Image	•	Deposits Deposit Report Dormant & Active Deposits Summary (Cumulative) Summary - Deposits Active & Dormant (Cumulative) Samurdhi Banks Product Wise Deposit Report	
		> Wasam Wise Deposits	

3. The report is as below.

Branch : Horana

Product Name		Active	Dormant	Total Accounts	Active Amount	Dormant Amount	Dormant Percentage
014050	Male	<mark>5</mark> 93	17	610	3,041,514.00	2,585.00	0.08
SHARES	Female	1,948	40	1,988	17,545,173.00	5,600.00	0.03
MEMBER	Male	337	274	611	2,985,046.44	716,465.45	24.00
DEPOSIT	Female	1,369	619	1,988	12,622,029.71	1,828,152.81	14.48
GROUPS D	GROUPS DEPOSIT		91	275	9,144,711.21	2,545,471.95	27.84
DIRIYAM	DIRIYAMATHA		452	714	3,721,573.67	1,310,692.62	35.22
CHILD DE	CHILD DEPOSIT		0	861	3,460,525.46	0.00	0.00
COMPULSORY SAVINGS		1,672	0	1,672	36,830,823.21	0.00	0.00
NON MEMBER DEPOSIT		921	227	1,148	6,623,228.99	2,409,640.10	36.38
DHANASHAKTHI INVEST SAVING		45	0	45	86,697.18	0.00	0.00

How to get a Wasam Wise Deposits Report

- 1. Click on Wasam Wise Deposits
- 2. Next Click on the Generate Report Button

	NI	EL	horana ጸ v horana
습 Home		Deposits	
Reports ^		> Deposit Report	
(2) Ioans (2) Deposits		> Dormant & Active Deposits Summary (Cumulative)	
😇 General	•	> Summary - Deposits Active & Dormant (Cumulative)	
😨 General Ledger	1	> Samurdhi Banks Product Wise Deposit Report	
		V Wasam Wise Deposits	
		Generate Report	

3. The report is as below.

WASAM WISE ACCOUNT TOTAL HORANA BRANCH

#	Product Name	Total Ammount (Rs.)	Count
Ara	amanagolla		
1	CHILD DEPOSIT	329,038.46	70
2	COMPULSORY SAVINGS	4,118,172.98	189
3	DHANASHAKTHI INVEST SAVING ACCOUNT	33,981.58	7
4	DIRIYAMATHA	426,482.23	78
5	FIXED DEPOSIT	1,450,000.00	3
6	GROUPS DEPOSIT	1,349,417.93	32
7	MEMBER DEPOSIT	1,711,693.86	319
8	NON MEMBER DEPOSIT	2,906,916.68	193
9	SHARES	2,411,446.00	319
		14,737,149.72	1210
Ha	<u>Ithotiyawatta</u>		
1	CHILD DEPOSIT	173,127.37	28
2	COMPULSORY SAVINGS	1,866,857.43	105
3	DHANASHAKTHI INVEST SAVING ACCOUNT	8,553.12	1
4	DIRIYAMATHA	268,990.92	34
5	FIXED DEPOSIT	150,000.00	2
6	GROUPS DEPOSIT	717,520.80	19
7	MEMBER DEPOSIT	766,090.23	164
8	NON MEMBER DEPOSIT	133,028.46	50
9	SHARES	1,405,124.00	164
		5,489,292.33	567

How to get a Dormant and Active Accounts Reports

- 1. Click on Dormant and Active accounts
- 2. Select the Active or Dormant
- 3. Select the Product
- 4. Select the date
- 5. Next Click on the Generate Report Button

> Wasam Wise	Deposits 1
✓ Dormant and i	Active Accounts
	Active accounts
	2
	Product
1	3
	Select date
	Generate Report ← 5
> Dormant and	Active Accounts Wasam Wise

6. The report is as below.

TRIAL BALANCE ON SHARES 2024/07/24 Active Accounts

TRIAL BALANCE ON SHARES - Wed Jul 24 10:36:37 IST 2024 - Active Accounts

No	Account Number	Balance
1	101130904100001	12,285.00
2	101130904100002	3,010.00
3	101130904100003	15,750.00
4	101130904100004	23,600.00
5	101130904100005	15,490.00
6	101130904100006	14,691.00
7	101130904100007	4,020.00
8	101130904100008	11,540.00
9	101130904100009	24,037.00
10	101130904100010	14,970.00
11	101130904100011	17,520.00
12	101130904100012	15,080.00
13	101130904100013	15,000.00

How to get a Dormant and Active Accounts Wasam Wise

- 1. Click on the Dormant and Active Accounts Wasam Wise.
- 2. Select the Active or Dormant
- 3. Select the Wasam
- 4. Select the product
- 5. Select the date
- 6. Next Click on the Generate Report Button

Wasam Wise Deposits Dormant and Active Accounts	
V Dormant and Active Accounts Wasam Wis	se
	Active Vasam Product 101-SHARES Select Date Select d

How to get a Dormant and Active Accounts Product Wise Back Date

- 1. Click on the Dormant and Active Accounts product Wise Back Date.
- 2. Select the Active or Dormant
- 3. Select the product
- 4. Select the date range
- 5. Next Click on the Generate Report Button

1	> Dormant and Active Accounts	
	> Dormant and Active Accounts Wasam Wise	
	 Dormant and Active Accounts Product Wise Back 	Date
	Acti	e 2
•	Proc	select Header V C 3
	Date	Range rt date
	Gen	rate Excel Sheet
		Generate Report 6

6. The report is as below.

REPORT ON BACK DATE DEPOSITS

From : 2024-03-01 To : 2024-07-24

No	Account Number	Customer Name	Customer Number	Cash Deposit	Cash Withdraw
1	101130904100082	N.NANDAWATHI	1028001683	14,000.00	0.00
2	101130904100106	K.A.SOWARNALATHA	1028001029	0.00	0.00
3	101130904100150	A.NANDAWATHI	1028001755	12,000.00	0.00
4	101130904100187	H.W.C.GITHIKA	1028001841	10,000.00	0.00
5	101130904100198	G.B.IROSHANI	1028004399	0.00	0.00
6	101130904100233	K.G.PRANANDU	1028001830	10,000.00	0.00
7	101130904100284	P.P.PATTIARACHCHI	1028002001	0.00	0.00
8	101130904100318	P.A.S.NILMINI	1028003474	1,000.00	0.00
9	101130904100322	D.M.A.RANJANI	1028002078	1,000.00	0.00

How to get a CD PD CW Transaction Report Product Wise

- 1. Click on the CD PD CW Transaction Report Product Wise.
- 2. Select the Date Range
- 3. Select the Transaction Type
- 4. Select the Product
- 5. Next Click on the Generate Report Button

> Dormant and Active Accounts	
> Dormant and Active Accounts Wasam V	Wise 1
> Dormant and Active Accounts Product	t Wisg Back Date
CD PD CW Transaction Report Product V	Wise
	Date Ranne
	Start date
•	
	3
	Product
	4

6. The report is as below.

REPORT ON CD TRANSACTIONS

From : 2024-04-01 To : 2024-07-24

SHARES

REPORT ON CD TRANSACTIONS - Wed Jul 24 11:31:10 IST 2024

<u>Aramanagolla</u>

No	Account Number	Date	Customer Name	Customer Number	Amount
1	101130904102738	2024-07-01	ARUMPPERUMA ACHCHIGE NELUKA	1028007477	500.00
2	101130904100150	2024-06-18	ATHULUWAGE NANDAWATHI	1028001755	12,000.00
3	101130904102606	2024-06-18	DASANAYAKA LEKAMLAGE HISHANI	1028007235	7,500.00
4	101130904102731	2024-05-09	HAMANAKKODIGE THANUJA WIJAYANTHI	1028001684	15,000.00
5	101130904100233	2024-05-06	KALUTHARAGE GAYANA PRANANDU	1028001830	10,000.00
6	101130904102731	2024-04-29	HAMANAKKODIGE THANUJA WIJAYANTHI	1028001684	1,000.00
H	Horana East				
No	Account Number	Date	Customer Name	Customer	Amount

How to get a CD PD CW Transaction Report Wasam and Product Wise

- 1. Click on the CD PD CW Transaction Report Wasam and Product Wise
- 2. Select the Date Range
- 3. Select the Transaction Type
- 4. Select the wasam
- 5. Select the Product
- 6. Next Click on the Generate Report Button

Dormant and Active Accounts Product Wise Back Date	
CD PD CW Transaction Report Product Wise	
V CD PD CW Transaction Report Wasam and Product Wise	
Date Range	
Wasam	
4	
Generate Report 6	

7. The Report is as below.

SAMURDHI BANK SOCIETY BRANCH – HORANA

REPORT ON CD TRANSACTIONS

From : 2024-03-01 To : 2024-07-24

Horana East

REPORT ON CD TRANSACTIONS - Wed Jul 24 11:40:11 IST 2024

No	Account Number	Date	Customer Name	Customer Number	Amount
1	101130904102735	2024-06-14	HAPUARACHCHIGE JANANI JEEWANTHIKA	1028007475	10,000.00
2	101130904101108	2024-06-14	RAJAMU DEWAYALAGEDARA AYIRANGIKA	1028002846	100.00
3	101130904102734	2024-06-14	INOKA LAKMALI DE SILVA KARUNAMUNI	1028007474	10,000.00
4	101130904102728	2024-06-14	SAKKIRIGE SIRIYALATHA	1028007466	100.00
5	101130904102735	2024-06-03	HAPUARACHCHIGE JANANI JEEWANTHIKA	1028007475	1,000.00
6	101130904102734	2024-05-30	INOKA LAKMALI DE SILVA KARUNAMUNI	1028007474	1,000.00
7	101130904101114	2024-05-15	ERIYANDALUWAGE THIRAJI THAMARASI	1028002854	1,500.00
8	101130904102720	2024-05-02	IRESHA MADUWANTHI PATHIRAGE	1028007456	5,000.00
9	101130904102728	2024-05-02	SAKKIRIGE SIRIYALATHA	1028007466	5,000.00

How to get a Monthly Product Wise Dormant Report

- 1. Click on the Monthly Product Wise Dormant Report
- 2. Select the Date Range
- 3. Select the wasam
- 4. Select the Product
- 5. Next Click on the Generate Report Button

Monthly Product Wise Dormant Report 4	1		
	Date Range		
	Start date	→ End date	₿ ← 2
	All OR Wasam Wise		
			3
4	Product		✓ ← 4
		Generate Report	

6. The report is as below.

Date-Wise Accounts Dormant Report From : 2024/03/01 To : 2024/07/24 SHARES

Date-Wise Accounts Dormant Report - Fri Mar 01 11:49:48 IST 2024 - SHARES

No	Account	Customer Name	Customer	Balance
1	101130904102263	ALAGADA LIYANA ARACHCHIGE	130904000806	0.00
2	101130904100756	MALLIKA HADAPANGODA	130904000955	0.00
				0.00

(c) General Reports

How to get a General Reports

- 1. Click on the General
- 2. After we can see the types of the General Reports

			HORANA & V HORANA
 ➡ Home ■ Reports ■ leans □ Deposits □ General □ General Ledger 	General > Prosperity Subsidy and Social Benefits to Accounts Report > Branch-Wise Investment Report > Income Report Summary > Statement Report Summary > Statement Report Summary > Balance Check Certificate Deposits > Balance Check Certificate Loans > Daily Work Report > Daily Transaction		
		_	

How to get a Prosperity Subsidy and Social Benefits to Accounts Report

- 1. Click on Prosperity Subsidy and Social Benefits to Accounts Report
- 2. Next Select the date
- 3. Now click the Generate Report Button

 Mome Reports Icans Icans Deposits General General Ledger 	General Prosperity Subsidy and Social Benefits to Accounts Report Select Date Select date Cererate Report 3
	Branch-Wise Investment Report Income Report Summary
	Statement Report Summary Balance Check Certificate Deposits

Horana	Bank Progress of Crediting Prosperity Subsidy and Social Benefits to
	Month of July 2024

Index	Bank			Prosperity Allowances	Adult Allowances	Disability Allowances	Kidney Patient Allowances	Centennial Allowances	Allowances for Pregnent and Lactating	Total	
0		Amount	Count	0	0	0	0	C	0	0	
28	HORANA	HORANA	Head Office	Amount Rs.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
280	HORANA	Amount Credited to Beneficiary Accounts	Count	0	0	0	0	C	0	0	
			Amount Rs.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

How to get a Branch – Wise Investment Report

- 1. Click on Branch Wise Investment Report
- 2. Next Select the date range
- 3. Select the time period
- 4. Now Click the Generate Report Button

	NE	EL HORA HORA	ina R V
🛆 Home		General	
🔄 Reports 💦 🔿		> Prosperity Subsidy and Social Benefits to Accounts Report	
Ioans		✓ Branch-Wise Investment Report	
② Deposits			
😇 General		Select Date Range	
🐻 General Ledger		Start date → End date 2	
		Select a time period	
		Select a period V 🗲 3	
		Generate Report 4	
		> Income Report Summary	

Branch Investment Summary	2024-03-01	To 2024-07-24	HORANA
	Investment	90 DAYS	

No	Invested Bank/Institution	Treasury Bills (TB) (Rs.)	Fisxed Deposits (FD) (Rs.)	Treasury Bonds (Rs.)	Repos (Rs.)	Other	Total	%
10	Housing Development Finance Corporation Bank(HDFC)	0.00	2,000,000.00	0.00	0.00	0.00	2,000,000.00	100.00
Total		0.00	2,000,000.00	0.00	0.00	0.00	2,000,000.00	

How to get a Income Report Summary

- 1. Click on Income Report Summary
- 2. Select the Report Type
- 3. Select the date range
- 4. Now Click the Generate Report Button

	VEL	HORANA 🗙 🗸 HORANA
습 Home	General	
🗉 Reports 🛛 🔿	> Prosperity Subsidy and Social Benefits to Accounts Report	
loans	> Branch-Wise Investment Report	
DepositsGeneral	V Income Report Summary	
😨 General Ledger	Select Report Type	
	✓ ←	
	Select Date Range	
	Start date → End date 🗎 🔶	
	Generate Report	

Community Bank Division					
2024-07-24 Month of					
Declaration of Income					

	Notes	Total Income	Previous Total Income
Interest Income	1	8,133,812.41	9,351,820.44
Interest Expense	2	557,861.18	479,338.01
Net Interest Income		8,691,673.59	9,831,158.45
Other Incomes	3	26,567.26	86,359.54
Operating Income		8,718,240.85	9,917,517.99
Operating Expenses			
Administrative Expenses	4	2,689,877.53	2,329,553.70
Institutional Expenses	5	52,320.00	60,268.80

How to get a Statement Report Summary

- 1. Click on Statement Report Summary
- 2. Select the Report Type
- 3. Select the date range
- 4. Now Click the Generate Report Button

	General
Reports ^	> Prosperity Subsidy and Social Benefits to Accounts Rep
🗵 Ioans	> Branch-Wise Investment Report
② Deposits	
🔤 General	> Income Report Summary
😨 General Ledger	✓ Statement Report Summary
	Select Report Type 2 Select Date Range Start date - End date 3 Generate Report 4
	Balance Check Certificate Deposits

	C	Community Bank		
	2024-	07-24		
	Stat	tement of Financ	ial Position]
<u>Assets</u>	Notes	<u>Total</u>		Previous Assets
Liquid Assets	9	99,189.93		-4,477,691.55
Non-liquid Assets				
Investments	10	2,655,176	5.82	12,356,863.52
Loans	11	0.00		0.00
Stationery Stock	12	73,540.0	00	46,595.00
Dues	13	0.00		0.00
Other Assets	14	0.00		0.00
Property Plant and Equipment	15	237,760.	00	227,394.75
Total Assets	[3,065,666	6.75	8,153,161.72

How to get a Balance Check Certificate Deposits

- 1. Click on Balance Check Certificate Deposits
- 2. Next Click on the Generate Report Button

② Deposits	·						
😇 General	> Income Report Summary						
🖾 General Ledger	> Statement Report Summary						
	V Balance Check Certificate Deposits						
	Generate Report						
	> Balance Check Certificate Loans						
	> Daily Work Report						
	> Daily Transaction						
	> Common Distribution List						

HORANA	
Balance Check Certificate	2024-07-24

Saving product	Active Ledger Balance	Active Trial Balance	Difference	Dormant Ledger Balance	Dormant Trial Balanace	Difference
SHARES	20,586,687.00	20,586,687.00	0.00	8,185.00	8,185.00	0.00
MEMBER DEPOSIT	15,637,736.05	15,637,736.05	0.00	2,544,618.26	2,544,618.26	0.00
NON MEMBER DEPOSIT	6,623,228.99	6,623,228.99	0.00	2,409,640.10	2,409,640.10	0.00
DIRIYAMATHA	3,721,573.67	3,721,573.67	0.00	1,310,692.62	1,310,692.62	0.00
GROUPS DEPOSIT	9,144,711.21	9,144,711.21	0.00	2,545,471.95	2,545,471.95	0.00
CHILD DEPOSIT	3,460,525.46	3,460,525.46	0.00	0.00	0.00	0.00
SISURAKA	0.00	0.00	0.00	0.00	0.00	0.00
COMPULSORY SAVINGS	36,830,823.21	36,830,823.21	0.00	0.00	0.00	0.00
DHANASHAKTHI INVEST SAVING ACCOUNT	87,197.18	87,197.18	0.00	0.00	0.00	0.00
FIXED DEPOSIT	7,695,000.00	7,695,000.00	0.00	0.00	0.00	0.00

How to get a Balance Check Certificate Loan

- 1. Click on Balance Check Certificate Deposits
- 2. Next Click on the Generate Report Button

② Deposits		· · · · · · · · · · · · · · · · · · ·
😇 General		> Income Report Summary
🛿 General Ledger		> Statement Report Summary 1
		> Balance Check Certificate Deposits
		V Balance Check Certificate Loans
	•	Generate Report 2
		> Daily Work Report
		> Daily Transaction
		Common Distribution List

Product Name	Active Ledger Balance	Active Trial Balance	Difference	NF Ledger Balance	NF Trial Balance	Difference
Arunalu Emergency Loan.	2,231,000.00	2,231,000.00	0.00	0.00	0.00	0.00
CONSUMPTION	3,644,166.61	3,644,166.61	0.00	0.00	0.00	0.00
CULTIVATION	500,000.00	500,000.00	0.00	0.00	0.00	0.00
DANASAVIYA LOAN RECEIVABLE	0.00	0.00	0.00	0.00	0.00	0.00
DIRIYA SAVIYA LOAN	0.00	0.00	0.00	0.00	0.00	0.00
DISTRESS	0.00	0.00	0.00	0.00	0.00	0.00
EMERGENCY BUSINESS LOAN	0.00	0.00	0.00	0.00	0.00	0.00
FISHERIES	0.00	0.00	0.00	0.00	0.00	0.00
HOUSING	0.00	0.00	0.00	0.00	0.00	0.00
INCOME GENARATION DEVELOPMENT LOAN	1,770,999.03	0.00	1,770,999.03	0.00	0.00	0.00

How to get a Daily work Report

- 1. Click on Daily work Report
- 2. Select the date
- 3. Next Click on the Generate report button

Balance Check Certificate Deposits Balance Check Certificate Loans	1
 Daily Work Report 	
	Select Date
> Daily Transaction	
> Common Distribution List	

Samurdhi bank Daily Report - 2024-07-01						
	Labora de	Cash Transaction		Non Cash Transaction		
1D	LeagerCode	Debit	Credit	Debit	Credit	
1	1001	0	0	0	28524.27	
2	1005	0	0	0	1126.18	
3	2109	0	0	2000	0	
4	2123	2590	0	0	0	
5	2126	400	0	0	0	
6	2132	10372	0	0	0	
7	3001	1500000	0	0	0	
8	3104	0	0	25000	24500	
9	3105	0	0	0	4513.68	

How to get a Daily Transaction

- 1. Click on Daily Transaction
- 2. Select the date
- 3. Select user
- 4. Select Transaction
- 5. Next Click on the Generate report button

Datatice Check Certificate Loans	
> Daily Work Report	
V Daily Transaction	
	Salart Data
	Select date
	Select User
•	< 3
	Select Transactions
	Select transactions
	Generate Report 6
> Common Distribution List	

6. The report is as below.

Daily Transactions Report - 7/1/2024 Cash - Deposit Account Cash Deposit No Value Date Tran. Type Tran. Number Account Amount Memo User 7/1/2024, 9:46:15 AM Cash Deposit 12130904296642 102130904101320 3500 Counter Transaction HEWAGE WASANTHA UDAWATHTHA 1 7/1/2024, 10:38:22 AM Cash Deposit 12130904296645 109130904100042 250 Counter Transaction HEWAGE WASANTHA UDAWATHTHA 2 7/1/2024, 12:51:15 PM Cash Deposit 12130904296707 103130904100235 14475 Field Collection [2024-07-01] HEWAGE WASANTHA UDAWATHTHA 3 4 7/1/2024, 12:51:15 PM Cash Deposit 12130904296708 102130904100875 5000 Field Collection [2024-07-01] HEWAGE WASANTHA UDAWATHTHA 5 7/1/2024, 12:51:16 PM Cash Deposit 12130904296714 102130904101533 Field Collection [2024-07-01] HEWAGE WASANTHA UDAWATHTHA 15000 Field Collection [2024-07-01] HEWAGE WASANTHA UDAWATHTHA 6 7/1/2024, 12:51:16 PM Cash Deposit 12130904296715 102130904101445 7000 7/1/2024, 12:51:16 PM Cash Deposit 12130904296725 104130904100519 5000 Field Collection [2024-07-01] HEWAGE WASANTHA UDAWATHTHA 8 7/1/2024, 12:51:17 PM Cash Deposit 12130904296728 102130904101563 5000 Field Collection [2024-07-01] HEWAGE WASANTHA UDAWATHTHA

E-Banking Sv	vstem -	User	Manual	-Reporting
	,	0.001	manaa	

How to get a Common Distribution List

- 1. Click on Common Distribution List
- 2. Select the Distribution Name
- 3. Next Click on the Generate report button

> Daily Work Report	1
> Daily Transaction	
Common Distribution List	
	Select Distribution Name
•	Generate Excel Sheet
	Generate Report G

4. The report is as below.

Common Distribution List HORANA 130904

No	AccountNumber	AccountType	CustomerName	amount
1	102130904100010	MEMBER DEPOSIT	W.PRIYANTHI	5000.0
2	102130904100187	MEMBER DEPOSIT	G.W.S.JEEWANI	5000.0
3	102130904100432	MEMBER DEPOSIT	W.D.A.P.	5000.0
4	102130904100497	MEMBER DEPOSIT	G.I.PERERA	5000.0
5	102130904100504	MEMBER DEPOSIT	K.J.I.KUMARI	5000.0
6	102130904100718	MEMBER DEPOSIT	G.S.PUSHPALATHA	5000.0
7	102130904100722	MEMBER DEPOSIT	K.N.INDARALATHA	5000.0
8	102130904100734	MEMBER DEPOSIT	E.O.GAMALATH	5000.0
9	102130904100820	MEMBER DEPOSIT	A.D.ARIYAWATHI	5000.0

(d) General Ledger Report

How to get a General Ledger Report

- 1. Click on the General Ledger
- 2. After we can see the types of the General Ledger Report

	NEL	HORANA 🗙 🗸 HORANA
습 Home	General Ledger	
Reports ^	> Account General Ledger Report	
loans Deposits	> General Ledger Report Branch Wise	
😇 General	4	
🕼 General Ledger		

How to get a Account General Ledger Report

- 1. Click on the Account General Ledger Report
- 2. Select the GL Type
- 3. Select the date
- 4. Next click on the Generate Report Button

	JEL HORANA & Y
습 Home 프 Reports 수	General Ledger
3 loans O Deposits General General Ledger	GL Type QL Type Date Select date Cerverate Report 4
	> General Ledger Report Branch Wise

5. The report is as below

General Ledger Trial 2024-07-01

Code	Devisional Secretariat Samurdhi Bank	Total
	Asset Accounts	
3001	CURRENT ACCOUNT	4,255,093.93
3002	AMOUNT INVESTED IN SAVING A/C	12,871.19
3003	AMOUNT INVESTED IN MAHASANGAM A/C	56,634,167.8
3004	COMPULSORY SAVING SENT TO SAMURDHI AUTHORITY	8,824,271.36
3005	Compulsory saving invested in Dept.of Divineguma Development from May 2016	13,279,501.00
3006	Share Account of Samurdhi Base Bank Society	1,000.00

How to get a General Ledger Report Branch Wise

- 1. Click on the General Ledger Report Branch Wise
- 2. Select the Header
- 3. Select the date range
- 4. Next click on the Generate Report Button

ය Home	General Ledger 1
🖾 Reports 🔷 🗠	> Account General Ledger Report
🖲 loans	General Ledner Report Branch Wise
② Deposits	
🕮 General	Header
🕼 General Ledger	
	Account
	1001-INTRESTED RECEIVED - LOAN ISSUED
	Date Range
	2023-07-01 → 2024-07-24
	Generate Report 5