Management of Data Flow at LBS Fora – Procedure

i. Each bank's CBS should have a provision to export all LBS-related data and tables into an Excel report. This data should have information pertaining to all the branches operating in the state including fields/ columns for District and Block name. Access to Download and Export this data from the bank's CBS should be given to the Controlling Offices of the banks who would be solely responsible for the process of 'Data Feeding' for all districts/ blocks within their jurisdiction.

ii. The 'Data Feeding' process is the process of uploading this Excel file (downloaded in step (i) above) on the SLBC portals. SLBC portals should have a provision to 'Import/ Upload' all the data present in the Excel Sheet on the database of the SLBC portals. This would obviate any manual 'data entry' at the SLBC/ Controlling Office level.

iii. To facilitate the above functionality, each SLBC Convenor Bank would have to add this 'Import/ Upload' functionality to their SLBC portal along with the requisite capabilities at the back-end.

iv. The SLBC portal would, thus, effectively work as a data aggregation platform. Further, data analysis capabilities could also be added to the SLBC portals depending on the available resources.

v. The SLBC portals should provide access to LDMs to download district and block specific data directly from the portal, thus ensuring integrity and timely availability of data.

vi. There could still be some data pertaining to State Government Schemes/ other data that is not available on the CBS or MIS of the banks. This would have to be collated at the Controlling Office level. On the SLBC portal, functionalities could be provided to enter this data too. This could then be downloaded by the LDMs for district/ block level reports. Banks may also add Open Format fields like 'text boxes' for data or information that is special or is entered/ used occasionally.

vii. Such a system ensures that LDMs and SLBC Convenor Banks have to do zero or minimal data entry/ feeding and all data is entered by a single 'custodian of data', which is the Controlling Office of each bank. Any information to be provided by Government extension agencies could also be similarly uploaded.