



# RESERVE BANK OF VANUATU

<b>2019 MSME Awards FINANCIAL SERVICE PROVIDER NOMINATION FORM</b>
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**Instructions**

- i. Fill in form
- ii. Attach requested documents (pictures, etc.)
- iii. Submit form:
  - Via the reception desk at the Reserve Bank in an envelope marked “Confidential MSME Award Application” and addressed to the Financial Inclusion Unit.
  - Via email to: [abaniuri@rbv.gov.vu](mailto:abaniuri@rbv.gov.vu) or [jpeter@rbv.gov.vu](mailto:jpeter@rbv.gov.vu)
- iv. All nominations must be received by **5pm, Friday 20 September 2019**

**Important Note:**

- i. This year 2019, Awards will be given to Micro and Small enterprises only, falling under the following definition:
  - Micro Enterprise: A business that has an annual turnover of less than VT 4 million with 1 to 5 employees
  - Small Enterprise: A business with an annual turnover of less than VT 50 million with 6 to 20 employees
- ii. MSME in this paper content refers to Micro and Small businesses only.

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**PART A: NOMINATOR DETAILS**

Name: \_\_\_\_\_

Organization you represent: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**PART B: NOMINEE BASIC DETAILS**

Name of Financial Service Provider: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Year of Establishment: \_\_\_\_\_

Year MSME Financing started: \_\_\_\_\_



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## PART C: GOVERNANCE

What are the processes from loan application to disbursement?

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Is there a Committee / person responsible for loan approval? If so, how many?

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How often does this Loan Approval Committee meet?

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## PART D: DETAILS OF CONTACT PERSON

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

## PART E: OUTREACH AND IMPACT – MSME

### Women and Youth

Indicators	Financial Year 2016	Financial Year 2017	Financial Year 2018
Total number of clients			
Number of active borrowers			
Number of female borrowers			
Number of youth borrowers			
Number of loan officers (MSME Sector)			

### Economic Sectors

Indicators	Financial Year 2016	Financial Year 2017	Financial Year 2018
Number of borrowers (Agriculture Sector)			
Number of borrowers (Services Sector)			



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Number of borrowers (Industry & Manufacturing Sector)			
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## PART F: BRIEF ABOUT THE INSTITUTION'S MSME ACTIVITIES

Briefly state the Institution's Vision and Mission.

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What is the objective of addressing MSME Sector

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Lending Methodology: \_\_\_\_\_

Number of branches/centers/units: \_\_\_\_\_

Provide brief description of products and services offered to MSME Sector (*particularly Micro and Small Enterprises*)

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What are the risks faced in your MSME Finance operations (*particularly lending to Micro and Small Enterprises*)?

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Briefly outline processes in place to mitigate the above risks.

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Briefly state future projections – client outreach, loan disbursement, focus areas and strategy:

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## PART G: INNOVATION/CREATIVITY

Briefly outline any process, product or technology innovation adopted or introduced to improve lending to the MSME sector (*Please describe the innovation, scalability, adaptability potential of the idea in diverse geographic condition in general*).

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Provide a brief as to why your institution should receive this award.

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Thank you for completing this nomination form. Please submit it, along with any additional documents, brochures and customer reviews that support your application per the submission details in the instructions.

**Disclaimer:**

1. All information provided in the nomination form will be used solely for evaluating applicant institutions according to the parameters decided by the Panel of Judges.
2. All the documents submitted towards completion of the nomination forms are the property of the Awards Secretariat.
3. Panel of Judges decision will remain final and binding. Every effort will be made to ensure that due consideration is given to all the applications received