

Suggested Activity Schedule for the Visiting Officer

Day-01:

- Arrival in the Gram Panchayat (by 10:00 a.m.)
- Capture picture at 10:00 a.m.
- Interaction with:
 - PRI members (for an hour atleast).
 - Frontline government functionaries (Doctor/ Teacher/ Patwari/ Anganwad Workers/ ASHAs/ ANMs/ VLW/ PDS storekeeper/ representatives of PHE, PDD, PWD, Agriculture, Animal Sheep, Horticulture, etc.)
 - Social activists/ NGOs.
 - Prominent citizens/ retired teachers/ govt. employees/ ex-servicemen, etc.
- Visit to local schools, health institutions, AW/Cs, government assets, banks, water bodies, tubewell, electric station, important private enterprises.
- Visit to important ongoing and languishing projects/ works.
- Inauguration of playfield/ any other building/ work.
- Visit other villages in the Panchayat.
- Evening informal interaction with PRI representatives, frontline government functionaries and prominent citizens to discuss and deliberate upon the core problems/ issues being faced by the locals of the Gram Panchayat.
- Capture evening interaction picture by 8:00 p.m.

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Day-02:

- Capture picture at 7:00 a.m.
- Participation in the Gram Sabha meeting.
- Participation in Women Gram Sabha meeting.
- Constitution of Social Audit Committee by the Gram Panchayat, if not constituted already.
- Reading out the letter by Hon'ble PM to all Sarpanchs and discussion on water conservation issues.
- Visit to and participation in Exhibition/ Mela.
- Distribution of certificates/ benefits/ opening of accounts, insurance policies, filling of application forms for various schemes.
- Enrolment of beneficiaries under PM-KISAN and PM Shram Yogi Mandhan schemes.
- Shramdan/ cleanliness drive within the Gram Panchayat.
- Visit other villages in the Panchayat.
- Capture picture at 6:00 p.m.

Back to the Village Report

(Format to be filled up by the Reporting Officer during his/her two day visit to the Gram Panchayat)

A) DETAILS OF REPORTING OFFICER:

- i. Name: Abdul Khalid, Dac
- ii. Designation: Deputy
- iii. Department/ place of posting: Education Dept / B HSS Nagimolpattan
- iv. Mobile No: 9797861000
- v. Email id:
- vi. Home District: Kupinwa
- vii. Dates of visit: 20/21/22/23/24/25/26/27, June 2019

B) LOCATIONAL DETAILS OF GRAM PANCHAYAT:

- i. Name of the Gram Panchayat (GP): Mazhama, Block: Badlishad Hasi
- ii. Local Government Directory (LGD) code of the GP: 7393
- (To be sourced from Rural Development Department/ by DC)
- iii. Name of CD Block: Badli Abad Hasi
- iv. Name of Tehsil: Taligram
- v. Name of District: Kupinwa

C) PANCHAYAT PROFILE:

- i. Name(s) of revenue villages in the Gram Panchayat:
 1. Mazhama
 - 2.
 - 3.
 - 4.
 - 5.
- ii. No. of hamlets in the GP: 67
- iii. No. of households in the GP: 377
- iv. Population (approx) of the GP: 2499
- v. Significant geographical feature of the GP (hilly/ kand/ plain):
- vi. Key natural resources of the GP (forest/ water bodies/ minerals/ others/ None):

D) KEY AMENITIES IN THE GRAM PANCHAYAT:

1. STATUS OF ROADS:

- i. Whether Gram Panchayat is connected with road (Yes/No): ✓
- ii. If Yes, type of existing road connecting to GP (Tick one): ✓
 - a) Black topped/ Metalled/ Shingled/ Fair-weather
 - b) Remarks: The existing is in very bad condition.
- iii. Condition of existing road connecting to GP (Tick one): ✓
 - a) Good/ Average/ Dilapidated
 - b) Remarks: The road should be widened and black topped
- iv. General condition of internal roads/ link roads inside the GP (Tick one): ✓
 - a) Good/ Average/ Dilapidated/ No internal roads as the area is hilly.

- v. Unconnected habitations having population of 250 or more souls (with name):
- b) Remarks: Being killy area. There is no habitation
- a) Number: 04
- b) Names- (i) Konsti Mervalla (ii) Pee Mervalla
(iii) Chitri Mervalla (iv) Chetle School (v) _____

- vi. Requirement of/ need for construction/ up-gradation of roads/ bridges/ culverts (with name/ length (Max. 03 works)):

Name of the road/ bridge/ culvert Approx. length in kms/ Mtrs Units Remarks

1. Construction of Road from Sikkema to Mavikema
2. Const. of Road from Mavikema to Mavikema via Khasi
3. Upgradation of road from Lachik to Janna Mervalla

2. DRINKING WATER/ WATER BODIES:

- i. Source of drinking water (Tick as many as needed):

a) Tapped Water/ Tube well/ Dug well/ Natural Source (spring, nallah, bawli, river)/ Hand Pump

- b) Others (please specify): Kil
- ii. Is the availability of drinking water sufficient? Yes/ No

- iii. Quality of drinking water in the Gram Panchayat (Tick one):

a) Very Good/ Average / Not fit for consumption.

b) Remarks: Not fit for consumption

- iv. Hamlets without tapped water supply (with name):

a) Number: 04

b) Names- (i) Pavith Mervalla (ii) Pir Mervalla

(iii) Sakk Mervalla (iv) Pavik Mervalla (v) _____

- v. Coverage of households through tapped water:

a) Fully covered/ Substantially covered/ Partially covered/ Not covered

b) Remarks: Not covered

- vi. Frequency of water supply (for connected habitations) (fill one):

a) Daily (___ hrs/day)

b) Thrice a week (___ hrs/day)

c) Twice a week (___ hrs/day)

d) Weekly (___ hrs/day)

e) Remarks: Not sufficient water

- vii. Prevalence of diseases on account of unhygienic water supply (as reported) (tick one):

a) Frequently/ Sometimes / Never

b) Tapped water sources, details if any:

(i) Tongden (ii) Nalla Kappak

(iii) _____ (iv) _____

- ix. Necessity and further need regarding drinking water supply:

a. Demand for pipes (length): 3.5 (Kms)

b. New schemes needed/ required (Max 3, give details):

1. Const. of water supply for Mavikema

2. Const. of Bawli at Konsti Mervalla Dandak

3. Upgradation of existing schemes required (name of scheme with nature of upgradation required):

1. Upgradation of filtration plant

2. Upgradation of storage tank

3. Upgradation of old water supply scheme

x. Water bodies in the GP (Numbers):

S.No	Type of water body	Water bodies in the Gram Panchayat		
		Total number	Maintained	Requiring conservation/ restoration
1	Ponds	—	—	—
2	Springs/ Bawlis	02	Not	Yes
3	Wells	—	—	—
4	Any other (specify)	—	—	—

3. POWER SUPPLY:

- i. Are all hamlets connected with power supply. Yes/ No

- ii. Hamlets not having power connectivity:

a) Number: 06

b) Names- (i) Pavith Mervalla (ii) Pavik Mervalla

- iii. Overall availability of daily power supply:

During winter

a. 0-6 hrs ✓

b. 6-12 hrs

c. 12-18 hrs

d. 18-24 hrs

During summer

a. 0-6 hrs ✓

b. 6-12 hrs

c. 12-18 hrs

d. 18-24 hrs

- iv. Number of transformers in the Gram Panchayat: 07

- v. Approximate number of transformers damaged during the year: 12

- vi. Average time taken by PDD for repair of damaged transformer (tick one):

a. Week / 15 days / One month / More than one month

b. Remarks: _____

- vii. General assessment about quality of voltage: _____

Any requirements pertaining to health services for (please give details) maximum

1. The existing school house is being used for the purpose of the school.
2. The school house has been built for the purpose of the school.
3. The school house is being used for the purpose of the school.

5. EDUCATION

No. of Government Primary Schools in the Gram Panchayat

Facilities available in PS	PS 1	PS 2	PS 3	PS 4
Name of Primary school	P. S. Kalyan	P. S. Kalyan		
Building (Govt/ rented)	Govt	Govt		
Enrollment	15	15		
No. of teachers available	1	1		
No. of operational classes	1	1		
No. of classrooms available	1	1		
Compound wall (Yes/ No)	Yes	Yes		
Toilet facility available	Yes	Yes		
Drinking water facility	Yes	Yes		
MDM served regularly	Yes	Yes		
Quality of food served (Poor/ Good/ Very Good)	Good	Good		
Condition of the connecting road (good/ average/ dilapidated)	dilapidated	dilapidated		

No. of Middle Schools in the Gram Panchayat

Facilities available in MS	MS 1	MS 2	MS 3	MS 4
Name of Middle school	MS 1	MS 2	MS 3	MS 4
Building (Govt/ rented)	Govt	Govt	Govt	Govt
Enrollment	35	70	92	125
No. of teachers available	4	15	25	35
No. of operational classes	1	1	1	1
No. of classrooms available	1	1	1	1
Compound wall (Yes/ No)	Yes	Yes	Yes	Yes
Toilet facility available (Yes/ No)	Yes	Yes	Yes	Yes
Separate toilet facility for girls (Yes/ No)	Yes	Yes	Yes	Yes
Drinking water facility (Yes/ No)	Yes	Yes	Yes	Yes
Playground available (Yes/ No)	Yes	Yes	Yes	Yes
MDM served regularly (Yes/ No)	Yes	Yes	Yes	Yes
Quality of food served (Poor/ Average/ Good/ Very Good)	Good	Good	Good	Good
Condition of the connecting road (good/ average/ dilapidated)	Dilapidated	Dilapidated	Dilapidated	Dilapidated

No. of High Schools in the Gram Panchayat

Facilities available in HS	HS 1	HS 2
Name of High school		
Building (Govt/ rented)		
Enrollment		
No. of teachers available		
No. of operational classes		

Facilities available in HS	HS 1	HS 2
No. of classrooms available		
Compound wall (Yes/ No)		
Toilet facility available (Yes/ No)		
Separate toilet facility for girls (Yes/ No/ NA)		
Drinking water facility (Yes/ No)		
Playground available (Yes/ No)		
Electricity available (Yes/ No)		
Computer facility available (Yes/ No)		
Condition of Science Laboratory (Poor/ Good/ Very Good)		
Condition of the connecting road (good/ average/ dilapidated)		

In case Primary School is not available in the Gram Panchayat, distance to the nearest PS is _____ kms.

Mode of transport On foot/ Public bus/ Other vehicle

In case Middle School is not available in the Gram Panchayat, distance to the nearest MS is _____ kms.

Mode of transport On foot/ Public bus/ Other vehicle

In case High School is not available in the Gram Panchayat, distance to the nearest HS is _____ kms.

Mode of transport On foot/ Public bus/ Other vehicle

Distance of nearest Higher Secondary school from Gram Panchayat _____ kms.

Mode of transport On foot/ Public bus/ Other vehicle

Distance of nearest College from Gram Panchayat _____ kms.

Mode of transport On foot/ Public bus/ Other vehicle

Private Schools in the Gram Panchayat, if any (Number only) _____

Primary School _____ Middle School _____ High School _____

Why do parents prefer private schools for children _____

Is the Gram Panchayat aware that the MDM scheme shall be implemented through them, Yes/ No _____

Any requirements pertaining to education sector (please give details- maximum 03)

1. Computer lab.
2. Upgradation of school building.
3. Construction of play grounds at Jhalpasi & Jhalpasi baba.

6. ECONOMY/ LIVELIHOODS:

i. Primary source of livelihood

- a. Farming
b. Non-farming - Weaving/ Embroidery/ Carpentry/ others (please specify)

ii. Major crops grown in GP

- a. Paddy (Wetland Crops) N/A
b. Kharif (Summer Crops) Mangoes

iii. Major horticulture Crops grown in GP Apple/ Walnut/ Cheries/ Mangoes/ Bananas/ Others

iv. Availability of fertilizer/ pesticides/ insecticides in the GP Yes/ No
v. Any organic fertilizers/ worm-composting being used/ done by farmers. None/ Few/ Many/ All

vi. Major source of irrigation (with target)

- a. Canal 20%
b. Ponds 10%
c. Tube wells 10%
d. Springs 10%
e. Rainfed 10%
f. Others 10%

vii. Whether rain water harvesting/ conservation measures are being adopted by locals in the GP Yes/No

viii. If yes, number of water harvesting tanks in the GP (No)

ix. Coverage of soil health cards in GP
x. Whether Crop Insurance Cards are being issued to the farmers in the GP Yes/ No

xi. Whether Panchayat has potential for (specify details)

- a. Agriculture Yes. Horticulture, Poultry, Fisheries
b. Horticulture Yes. Mangoes, Pomegranates
c. Poultry Yes. Local breeds
d. Dairy farming Yes. Local breeds
e. Aquaculture Yes. Freshwater
f. Fisheries Yes. Freshwater
g. Handicrafts Yes. Pottery
h. Silk (cocoon) Yes. Mulberry

iii. Do farmers sell agriculture/ horticulture/ other products in the GP
iv. If yes, how is it sold in organized market/ in unorganized market/ Wasteful due to non-availability of any marketing facility

v. By Agriculture extension officials to the GP Regularly/ Sometimes/ Never/ Not applicable

vi. In support, number in the GP

- a. Cattle 5000
b. Buffaloes 2000
c. Sheep 2000
d. Goat 1000
e. Yak/ Mithun N/A

xvi. Total poultry population (in numbers) in the GP 2000

xvii. Nearest Veterinary Centre (distance from Panchayat HQ in kms) 10 kms

xviii. Nearest Sheep Extension Centre (distance from Panchayat HQ) 10 kms

xix. Visits by voluntary extension officials to the GP Regularly/ Sometimes/ Never/ Not Applicable

xx. Average quantity of cow dung (in kg) produced per day in the GP 1000 kg

xxi. How is the cow dung used As fuel/ Manure/ worm-composting/ Biogas/ Not used/ Any other use plz specify

xxii. Potential for skill activities/ traditional crafts - specify details Handicrafts, Pottery, Weaving

xxiii. Number of Self Help Groups active in the GP (plz mention activities)

a. Number One

b. Activities Handicrafts, Pottery, Weaving

c. Any problems being faced by the SHGs Lack of capital

xxiv. Major cottage industries in GP (please specify)

Activity/ Industry Handicrafts

xxv. Number of persons engaged in government service (GP, approx number)

xxvi. Potential for village tourism Pleasure/ Religious/ historical/ adventure/ Others (Please specify) Religious, Historical, Adventure

xxvii. What can be done to promote tourism (if possible)

xxviii. Is there any public/ common/ forest/ waste land available in the GP for afforestation? If yes, approx area 50 hectares

(Specify)

3. PWD/ PHE/ Health/ School/ Other (Specify)

viii Prevalence of drug menace in the GP. Nil/ Very Low/ Low/ High/ Very High
 ix Is there any unused government building in the GP which can be put to productive use (Plz specify) _____

21. GOOD GOVERNANCE:

- i Public perception on:
 a. Overall accessibility of departmental staff Poor/ Good/ Very Good
 b. Overall responsiveness of departmental staff Poor/ Good/ Very Good
- ii Best performing departments a) R.O. b) Agriculture c) Religious & Social
- iii Departments with most complaints against staff a) General b) Sanitation c) _____
- iv Any specific observation regarding any particular department _____

E) GENERAL ASSESSMENT OF THE VISITING OFFICER:

Main economic activities/ source of livelihood in the GP (Max. 05):	
1.	Manual Labour (Casteless class)
2.	Agriculture (Wheat)
3.	Agriculture (Maize)
4.	
5.	
Major potential areas which can be used to improve economic conditions in the GP (Max. 05):	
1.	Apiculture (Cultivation of Honey bees)
2.	Animal Husbandry (Dairy)
3.	Pisciculture (Fisheries)
4.	Mushroom Cultivation
5.	Handicrafts
Major problems confronting the people in the GP (Max. 05):	
1.	Poor Connectivity
2.	Drinking water
3.	Elderly
4.	Health Facility/ Medical Facility
5.	Lack of High School.

