

Back to Village-3

October 02-12, 2020

Governance at Peoples' Doorstep



Government of Jammu & Kashmir

Back to Village (B2V3) October 02-12, 2020

(To be filled up by the Reporting Officer during his/her three day visit to the Panchayat. Fields marked with asterisk (') have to be filled by the District Administration before the booklet is handed over to the visiting officer.)

VAR
JAR.
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13

D-i) Frontline Officers/ Officials who were assigned to the Panchayat for the programme:

Broartment	. Name *	Designation *	Contact number
S. No. Department	gh Ahmad Womi	Helper	7051834223
1 R.D.D 2 T. c.D.S	Naza Begium	Supervisor	954177 5488
3 Agriculture	Zubasi AL Khandy	A-E-0	9906425139
4 Hoticulture	Bashis Ah Shielch	Field Asrd	75161333325
Health	Wascem An Ichins	Phaemacist	7887741733
6 Secicultur	e gh Natoi wanni	Mali	9906766025
7 Fisheries	faroug At somery		3107977779
8 CAPD	Faroug AL Lone	Store kuper	
9 PDD	Hilal AL Pri	Douly wager	808227 1611
10 P.H.E	Ab Rehman Sheh	Line man	-

D-ii) Details of absent employees vis-à-vis list furnished by the DC:

S. No.	Department	Name	Designation
1	-		
2	_ 111	10 -10 of "	0
3			
4			
5			

E) Strengthening of Gram Panchayats:

1. Infrastructure:

- Whether Panchayat Ghar is available in the Panchayat: Yes/No/Under construction If yes, whether functioning in: Own building/ Other government building/ Private building If no, whether land is available for construction of Panchayat Ghar. Yes/No
- ii. Facilities available in the Panchayat Ghar.

Facility	Availability	Remarks
Furniture in Panchayat Office	Yes/No	Few charis; Tables & a locker
Computer/ printer in Panchayat Office	Yes/ No	Laptop one
Telephone in Panchayat Office	Yes/ No	-
Toilet facility available in Panchayat Ghar	Yes/No	-
Electricity available in Panchayat Ghar	Yes/ 196	
Water connection available in Panchayat Ghar	Yes/N6	
Bank Branch available in the Panchayat	Yes/ No	JAK, essimoen

Whether Infrastructure and Assets Register has been prepared: Yes/No

(Visiting Officer to physically check the register)

If No, Visiting Officer to get the register prepared in his/her presence and confirm: ______

2. Functionality:

2.1. General activities:

L	Are Ward Sabha meetings being held: Yes/No
ii.	No. of Ward Sabha meetings held since inception:
iii.	No. of Gram Sabhas conducted since inception: 03
iv.	Date of last Gram Sabha: 02 — oct 20(9)
V.	Are all plans approved in Gram Sabha: Yes/No
vi.	Is the minimum quorum of 1/10th being ensured in all Ward/ Gram Sabhas: Yes/No
vii.	Are Ward Sabha/ Gram Sabha resolutions attached with all plans: Yes/No
viii.	Is the Approving Authority checking Ward Sabha/ Gram Sabha resolutions: Yes/No
ix.	Has Social Audit Committee been framed: Yes/No
x.	Is social audit being conducted by the Committee: Yes/No
xi.	No. of works audited by the Social Audit Committee:02
xii.	Has Pani Samiti been constituted: Yes/No
xiii.	Has the Pani Samiti approved the Village Action Plan: Yes/No
xiv.	No. of meetings of Pani Samiti held:
XV.	Is Biodiversity Management Committee constituted: Yes/No
xvi.	No. of BMC meetings held:
xvii.	Is e-register of all previous works/ assets in the Panchayat being maintained: Yes/No
xviii.	Have wall paintings of works executed for 2019-20 been done in the Panchayat: Yes/No
xix.	Are Poshan Abhiyan activities being held in the Panchayat Yes/No
ж	What and where was the last activity held: 19 Sept 2000 Mother with New born boughts before Meeting
xxi.	Have Health & Family Welfare Advisory Committee (HFWAC) & Village Health Sanitation & Nutrition Committee (VHSNC) been constituted under the Sarpanch: Yes/No
xxii.	No. of meetings of HFWAC & VHSNC meetings held:
xxiii.	Is the name of Sarpanch displayed on citizen information boards of all RD&PR schemes: Yes/ No
xxiv.	Are Sarpanchs being involved in start/ inauguration of activities: Yes/No

XXV.	Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/ No
socvi.	Whether grievances redressal box is installed: Yes/No Whether grievances redressal box is installed: Yes/No Whether grievances redressal box is installed: Yes/No
xxvii.	No of grievances received p
xxviii.	No of grievances disposed of at Panchayat level:
xxix.	Whether the Sarpanch / Panchayat Secretary have digital signatures: Yes / No
XXX.	Whether all MGNREGA/ 14th FC payments are being made by Sarpanch through Digital Signature Certificate (DSC): Yes/ No
xxxii.	Bank Account opening and receipt of funds:

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs in lakh)	Amount of payment made by Sarpanch (since opening of account)
14 th Finance Commission	Yes/ No	No	Yes/No	14.489	24
ICDS (Nutrition)	Yes/ No	Supervisor	Yes/ No	0.30	0.36
ICDS (Honorarium)	Yes/ No	Yespenian Head Foods,	Yes/ No	Nil	vil
Mid-Day Meals (MDM)	Yes/No	Yes He adteach	Yes/ No	wil	vil
Own resources of Panchayat	Yes/No	mai est	Yes/ No	La Company	
Any other Scheme, if yes, indicate name:		The state of the s	A NUMBER	d byd gg Th	

(Visiting Officer to personally check the Passbook and enter the above details. He/she will also check that the bank account is in the name of the Panchayat and operated by Sarpanch.)

2.2. Integrated Child Development Scheme (ICDS):

level: Yes/ No

ter filer	micegrated of the portors printed and the control of the control o
-	Is the Panchayat / Sarpanch purchasing nutrition items at Panchayat level for use in the Anganwadi Centres of the Panchayat: Yes / No
	If no, reason thereof:
	Also mention if it is being purchased by someone else:
ī.	Is nutrition being provided to Anganwadi Centres in the Panchayat Yes/ No
	If no, reason thereof:
ii.	Expenditure incurred on procurement through Sarpanch: Rsa36_ lakh
	Is the Danchavet / Samuel and incharge to AVAVe / Helears directly at Panchavat

	If no, reason thereof:
	If no, reason thereof:
V	Expenditure incurred on paying of harmonic and the second
vi.	Whether the record on account of purchase of nutrition and payment of honocarium is being
2.3.	(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same) Midday Meal (MDM) Scheme:
î.	Whether Panchayat / Sarpanch is purchasing items at Panchayat level for providing dry ration
	If no, reason thereof:
II.	Mid-Day Meals/ food items through S
iii.	Whether the Panchayat/ Sarpanch is providing dry ration to the school children in the
	If no, reason thereof:
	Also mention if it is being provided by someone else:
iv.	Whether the record on account of purchase of MDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No
	(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)
v.	Expenditure incurred on honorarium to cook cum helper through Sarpanch: Rs lakh
vi.	Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/No
	If yes, whether approved by the Gram Sabha: Yes/ No
	If no, reason there of: Lell of Resources.
2.4. C	hallenges:
i,	Major challenges being faced by the Panchayat in functioning and execution of works:
	Due to lack of fanchaget
	Eghar at Pamelyst Relamelsel
	parchayet is suffering 4 is
	laining problems for it
	blober Simetining

F) Jan Abhiyan / Awami Munim activities:

(Have to be filled by the District Administration before the booklet is handed over to the visiting officer, Visiting officer will confirm the figures pre-filled by the administration by conducting local inquiry during his/her stay in the village.)

1. Domicile Certificates issued *:

1. Domicite	Target population	Certificates Issued during Jan Abhiyan/ Awami Muhim	Total certificates issued till date	Pendency (No.)	Reasons of pendency
THE SALE OF	150	wil	150	wil	
PRC Holders Non-PRC	40	2 6	40	Nil	-
WPR			-	_	_
Students	60	Nil	60	Nil	-
Officers	Nil		_	-	_

2. Category certificates issued *:

Category	Target population *	Certificates issued during Jan Abhiyan/ Awami Muhim	Total certificates issued till date	Pendency (No.)	Reasons of pendency
SC	0-5	_	-	_	-
ST	15	_	-	-	-
OBC	-		_	_	
ALC	_		_	_	
RBA	-			-	-

3. Revenue papers issued:

Category	Applications received	Certificates issued during Jah Abhiyan/ Awami Muhim	Pendency (No.)	Reasons of pendency
Nakal/ Jamabandi	05	Nil	Nel	-
Nakal/ Girdawari	05.	wil	wil	- 10
Farad/ Intikhab	20	wil	wil	
Mutations	05	Nil	wil	

4. Birth/ Death/ Disability Certificates * (for period beginning from April 1, 2020)

Category	Target	Certificates issued during Jan Abhiyan/ Awami Muhim	Total certificates issued	Pendency (No.)	Reasons of pendency
Death Certificates	-	12	Litera	100	_
Birth Certificates	-		1 -18	-	-
Disability Certificates	-	-	+		

5. Adhaar seeding of Ration Card :

Category	Target '	No. of total Ration Cards Adhaar seeded	Awami	Pendency (No.)	Reasons of pendency
PHH	183	180	Muhim*		
Non-PHH	239	225	wil	03	Eniger briefly
Antyodaya Anna Yojana	85		Nil	07	11 11 5
Allina rojana		85	Nil	wil	

6. Health ':

Scheme	Eligible Families/ Individuals	Covered during Jan Abhiyan/ Awami Muhim	Total covered •	Pendency (No.)	Reasons of pendency
Ayushman Bharat families with golden cards	26	Nil	100	16	Under
Ayushman Bharat Individuals Cards	132	· mil	102	030	Non avele
Janani Suraksha Yojna (JSY)	26	Nil	Nil	26	Non wells

7. National Social Assistance Programme (NSAP) *:

Scheme	Eligible Families/ Individuals *	Covered during Jan Abhiyan/ Awami Muhim*	Total covered	Pendency (No.)	Reasons of pendency	Aadhar seeding during Jan Abhiyan/ Awami Muhim '	Total Aadhar seeding
Old Age Pension	42	04	42	05	Funds N/A	06	38
Widow Pension	01	-	01	-		1	
Disability Pension	021	1	02		-		

8. Integrated Social Security Scheme (ISSS).

Covered during Jan Abhiyan/ Awami Muhim.

Scheme Eligible Families/ Individuals. | Covered during Jan Abhiyan/ Awami Muhim. | Covered | Pendency (No.) | Reasons of pendency | Awami Muhim. | Covered | Covered | Pendency | Reasons of pendency | Awami Muhim. | Covered | Co

Funds 09 285 15 262 285 Old Age pension 76 04 03 Assistance 66 76 to Women in Distress Assistance 08 04 63 to Physically 63 Challe-nged Persons

9. Other Welfare Schemes *:

Scheme	Eligible Families/ Individuals *	Covered during Jan Abhiyan/ Awami Muhim	Total covered *	Pendency (No.)	Reasons of pendency
PM's Matru Vandana Yojana (PMMVY)	26	vil	13	13	Under proces
National Family Benefit Scheme (NFBS)	10	-	_	10	Funds/N/A
PM Gareeb Kalyan Anna Yojana	258	Nil	258	wil	Nil
Mission mode project for registration of construction workers	wil	wil	vil	-	Pertani to ILDS Funds N/A

10. Scholarships to the students under various schemes ':

Scheme	Target Population *	Scholarships sanctioned during Jan Abhiyan/ Awami Muhim *	Total scholarships sanctioned during the year	Reasons of pendency
Pre Matric for SC	0	0	0	
Pre Matric for ST	0	0	0	
Pre Matric for OBC	0	0		
Pre Matric for Minorities	1380	1312	1312	68 dm
Post Matric for SC	0	0	2	· cand 76

Scheme	Target Population •	Scholarships sanctioned during Jan Abhiyan/ Awami Muhim	Total scholarships sanctioned during the	Reasons of pendency
Post Matric for ST	My	Nil	vear*	
Post Matric for OBC	- FREE		NIL	
Post Matric for Minorities	117	200		
Dr. Ambedkar EBC		114	114	covid off
National Merit-cum-Means (NMMSS)	_			
Merit-cum-Means Minority	03			TE BE
PM's Special Scholarship for J&K (PMSSS)		03	0.5	10-
National talent Search Scheme			_	
National Scheme for Incentive to Girl Child for Secondary Education (NSIGSE)	7736	10 2 20 11		tox.

11. Agriculture Schemes sanctioned during Jan Abhiyan / Awami Muhim ::

Scheme	Target Population '	Beneficiaries covered during Jan Abhiyan/ Awami Muhim	Total beneficiaries covered	Pendency (No.)	Reasons of pendency
PM Kisan Samman Nidhi (PM-KISAN)	353	vil	353	vil	vil
Kissan Credit Card	353	wil	353	Nil	vil

12. Live Stock Schemes*:

Scheme	Applications received	Beneficiaries covered during Jan Abhiyan/ Awami Muhim	Pendency (No.)	Reasons of pendency
Dairy Entrepreneurship Development Scheme	wil	Nil	-	-
Innovative Poultry Production Programme	vil	vil	_	-
Integrated Development of Small Ruminants and Rabbits - Sheep Farm	KCC-03 IDSRR-05	LOSAN-05	All	Indespress

S. No	Department	No. of activities/ works taken up during Jan Abhiyan/ Awami Muhim*	No. of activities/ works completed during Jan Abhiyan/ Awami Muhim'	Payments made during Jan Abhiyan/ Awami Muhim (Rs in lakh)*	Remarks
1	RDD	wil	Nil	wil	Plan not
2	PWD	Nil	Nil	wil	Man not
3 .	Jal Shakti	04-	۲٥	Nil	. //_
4	PDD	vil	pril	vil	-
5	Others	- 1 48	Towns !	-	

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м		
80		
100		•
	•	

S. No	Department	Abhivanza	John J Assessed	made during Jan Abhiyan/	Remarks
1	RDD .	Nil	- Christian	Awami Muhim (Rs in lakh)*	
2	PWD	wil	wd	Wil	Man word
3	Jal Shakti	04	vel	wil	Plane
4	PDD .	Nil	09	wil	
5	Others	1 -	Nel	init	Plan prome

c. Centrally Sponsored Schemes (CSS)*

s. No	Schemes	No. of activities/ works taken up during Jan Abhiyan/ Awami	works completed	Payments made during Jan Abhiyan/	Rémarks
COLUMN TO A STATE OF THE PARTY	Samagra Shiksha	Muhim'	Abhiyan/ Awami Muhim	Awami Muhim (Rs in lakh)*	
1		nil		Wes III talkiii	NO DE CONTRACTOR DE
2	PMGSY				
3	Jal Shakti Mission (PHE)	_		A Resident	-
4	Jal Shakti Mission (I&FC)		-		
5	NHM	Nil	10:0	10	_
6	Others (specify)	_	wil	Nil	_

21. Feedback	regarding service	delivery during
Jan Abniyan/	Awami Muhim:	2 Pin Maday

l.	No.	of	complaints	received":	03
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- No. of complaints resolved*: 03
- iii. Constraints faced in delivery of services:

_ ril-

22. Others:

- Whether survey of all physically challenged persons requiring prosthetic aids, wheel chairs, hearing aids etc has been completed: Yes/No*
- ii. If yes, total number of beneficiaries identified in the Panchayat': _____

G) Activities during B2V3:

-			-
	$\Lambda \lambda$	•	a .
	м 1		

-	MT I.
i	Whether meeting held with BDC/ Panchayat members/ prominent citizens: Yes/ No
ii.	No. of Panchayat Members present: 02
III.	Issues raised during the meeting: 1 Leck of LT and HT Poles and write 2 People Suffer Graffy the 1s leele of weterpy 3 Distipcted confidency of Inner links. 4 feople suffer the 1 non-avelibelity of Summer links thanks Important establishments/institutions visited: (Please tick)
	3 Dielipeted confehois of somer listes.
	4 feetin suffer the 1- non-avens will form
iv.	Important establishments/ institutions visited: (Please tick)
	1. Schools.
	2. PHC/CHC.
	3. Veterinary clinic. —
	4. Anganwari centre.
	5. PDS (ration) depot.
	6. Any industrial establishment
	7. Government offices: (a) Library
	(b) Agriculture
	8. Any other: Haliculture
	Total number of wards in the Panchayat:
	No. of Wards Sabha held:11
i.	No. of villagers present during the Ward Sabha:262
ii.	Whether any resolution passed: Yes/ No
	Citizen Information Board visited: Yes/ No
	Wall painting of works of 2019-20 inspected: Yes/ No
	Name of the departments whose works displayed in the paintings:

	2 Hospital
	3 Schools
	Mospital Schwls J. C.D.S DAY 2:
1	DAY 2:
	Gram Sabha:
ï	No. of villagers present during the Gram Sabha Whether resolution passed for Many
H.	No of villagers present during the Gram Sabba
ij.	Whether resolution passed for MGNREGA Plant Yes/ No
įν:	Whether resolution passed for 15th FC Plan: Yes/No
V	Whether list of Aawas+ beneficiaries read out Yes/ No
νĹ	No. of ineligible beneficiaries removed: 57
ηī.	Whether list of pension beneficiaries read out Yes/ No
uli.	Whether people made aware about the Covid-19:
	· Use of masks : Yes/ No
	· Sanitizers : Yes/ No
	· Social distancing : Yes/ No
	Whether Panchayat Newsletter distributed: Yes/ No
	Whether any mega cultural/ social/ sports event held: Yes/No
	Details thereof. Cricket Match played you Manzpora and Defamated
	Manzpora and Delanated
	et Defamelet
	More over Bely leits oftended though Icas department
	Details of scheme benefits extended/ services distribution
	a) No. of Domicile certificates distributed
	b) No. of sports kits distributed:
	c) No. of students distributed uniforms/ bags/ books

		d) No. of tricycles/ prosthetic aids distributed:
		e) No. of scholarships distributed
		No. of Ayushman Bharat - golden cards distributed wil
		ALL of 18 V Lionith Cords effetilised and
	xii	Whether any water conservation work started, Yes/ No.
		Details thereof
	xiii.	Whether any mega event of any other department, especially those involved in individual
		beneficiaries like, Agriculture/ Horticulture/ Animal/ Sheep Husbandry, Handicrafts/
		Handloom, Floriculture, etc., held: Yes/ No
		Details thereof:
28	xiv.	Whether Poshan Abhiyan activity held: Yes/ No
	xv.	Brief description of the activity:
	DA	Y 3:
	I. Mai	hila Sabha:
	Ĩ.	Attendance:
	ii.	Resolution passed, if any
	iii.	1 Urgent need of tailorning of sitichning centre of sticking centre of
		"Is weed of Ichs centres at sheh Mobile
		24 weed of IcDs centres at sheh Mobile 3 Tholean Mobile + warri Mobile Hangbore 4 - ther Mobile + Halor Hir Mobile.
		I Sabhai
	ii. Ba	Attendance:
	li.	Resolution passed, if any:
	. 950	MANGO ACCAMINATION OF THE CONTRACT OF THE CONT

íii.	Issues raised:	
	1 Urgant need	
	2 weed I the highestical suits for memploye	A
	3 - fuld.	
74	4	

Works completed/inaugurated under B2V:

s. No	Name of work and Department	Cost (Rs. in lakh)	Date of completion	Inaugurated by Visiting Officer (Yes/No)	Whether O financially completed and all payments
2		_			made (Yes/No)
3	_	_	_		
5				_	

Important Note: At least one work /demand as reflected in BzV1/BzV2 to be physically and financially completed in every Panchayat and inaugurated by Visiting Officer.

IV. Other works completed/inaugurated:

S. No	Name of work and Department	Cost (Rs. in lakh)	Date of completion	Inaugurated by Visiting Officer (Yes/No)	Whether financially completed and all payments made (Yes/No)
1		_		-	
2			_	-	
3			_		-
4		_	-		
5		-	-	-	

V. New works:

	Name of work and Department	Cost (Rs. in lakh)	Whether idenfied under B2V1/B2V2/	Whether AA/TS accorded	Whether physically started	
5. No			Others (Please Specify)		Yes/No	If No.
1	Construction of Title path	05.00 Cac	~~	No	Yes	_
selv	winet of h		No			_
3	_	-		_	-	
4		-		-		
5	-	-		_		

IMPORTANT NOTE:

- a. New works to be identified by Gram Panchayat / Gram Sabha preferably selected out of priority works of B2V1 and B2V2
- At least one work to be identified and started foundation stone to be laid by the Visiting
 Officer

VI. Griha-Pravesh of PMAY beneficiaries:

S. No	Name of the beneficiary	Gift handed over Yes/No	
1	vil		
2			
3			
-			
4			
5			

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H) FOLLOW UP OF BACK TO VILLAGE-1 & 2 (B2V1 & B2V2):

S. No	particulars	VILLAGE-1 & 2 (E	32V1 & B2V2)
I. Urge	nt Public Requirements/ Demands - 8	Action taken	
1	Gernands - B	32V1	Remarks #
	Filtration Plant	AAI.	The same
2	Water Reservior	No	
3	P. 1 11 wite	Yes affininas	Good
A	Roads / Link Roads	· Mo	L. L. Augusta
"	Recieving statution	yet Not	-
5	Upgradation of		-
6	Dramiago 841	Jet not	-
7	Dramage system	Jet not	
	Protection walls	yof . A	
II. Urge	ent Public Requirements/ Demands -	B2V2	
1	Feltration plant		
2	Upgradation of Power	yet not	1 -
3	Recieving station	Jet not	
	Upgradation of Power Recieving stations Upgradation of NTPHE	yet not	100 M2 M
4	flow general Kord to Pon	1 + +	
5	Construction of well	igno yet not	
	Constitution of wedder Road Manyorta to Nagra.	nd yet not	
6	Play ground at	yet not	
7	compensation to	24 200	0
	farmels on auoud	of 20% given	low.
+	demage to orchads due		A STATE OF THE STA
	10 morfell.		

_	and a second accordance	Action taken	Remarks #
. No	particulars		
II. Majo	or Problems - B2V1		1
1	Unmagdamaged Roads	yet not -	-
2	Improper Dramage System	yet not	
3	Impure Drinking	yet not	-
- A	Protection wells	get not	-
5	Electric wires & Poles (definit) or Problems - B2V2	Jet not	-
V. Majo	or Problems - B2V2		
1	Improper Braniage	. yet not	-
2	Drinking weter problem. Definet Electric wile of poles.	Problembed	etvod
3	Definet Electric	wire of poles.	
/ Mair	or Complaints - B2V1		
1	Impute denikning	· Tupomed -	exod
2	Oelipated condition of link Roads & foot pall	Foot paths	Improveme
VI. Ma	jor Complaints - B2V2		
1	Pending payment of smight storeyed build at Managera Dlus.	No activi 7. teken get	
2	-	_	-

GENERAL ASSESSMENT OF THE VISITING OFFICER: Any major complaint brought to the notice of the Visiting Officer. budly the to leve of les one of due to try there leople mide Major/ urgent public demand(s) that was/were reflected earlier but have not been NTPHC., Urgant need of 30 bads Cardiae monitors, D.c. X-ray and proper functioning of lebour Overall assessment of visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in detail along with Signature of the visiting officer
Name: Showked Ah Tanty

NOTES

During the official visit of visiting officer along with the femal line workers, it was found during myst varification that NTPHC Boulding Orlandered has efefunct bethwoms, unidow panes, defund Tiles defined septic tanks - while talking that Ir Britan, who told wither the work done by contractor is not satisfactory, they feel uniage in the brilding. Dr Sto along with the local people told visiting officer that the building his yet not been haded over to the health dept., they strend that the building his not been constructed in a proper may, so bill amount for it should be reduced & the locals of gram penchagat requested visiting officer that the hood of Police Startin should be shifted to other duechin, resolved immediately. This problem chand be resolved immediately. There is urgent need of 150 the electric poles (HTH olis) and wind for them. Urgent need of 500 meter pipes. I tubral the firm perturbayat should be upgraded, needs literate daily news peters I megapine facility. I urgent which is the trees, I transpormers ISA the warring of 5 less centres, I transpormers ISA the art his market of Urgent need of fuldic lark Planning, Development & Monitoring Department and
Rural Development & Panchayati Raj Department