

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

- i. Name: Mohan Singh Salethia
- ii. Designation: Agriculture Extension Officer
- iii. Department/place of posting: Thullaz, Poonch
- iv. Mobile No: 9419146496
- v. Email id: mohansalethia4@gmail.com
- vi. Home District: Jammu
- vii. Dates of visit: 25/26/27/28/29/30, November 2019 27/11/19 & 28/11/19

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: Kasbalasi Lower
- ii. Local Government Directory (LGD) code of the Panchayat: 239305
(To be sourced from Rural Development Department/by DC)
- iii. Name of CD Block: Mankot
- iv. Name of Tehsil: Mankote
- v. Name of District: Poonch

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 1 No (Kasbalasi)
- ii. No. of hamlets in the Panchayat: 9 No's
- iii. No. of households in the Panchayat: 332
- iv. Population (approx.) of the Panchayat: 2082

v. 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)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No ✓	Nil ✓	Yes/No ✓	Nil ✓	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	—	Yes/No ✓	Nil ✓	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	—	Yes/No ✓	Nil ✓	Yes/No ✓
Mid Dry Meals (MDM)	Yes/No ✓		Yes/No ✓	Nil ✓	Yes/No ✓
Own resources of Panchayat	Yes/No ✓		Yes/No ✓	Nil ✓	Yes/No ✓
Any other Scheme, If yes, indicate name	Yes ✓	→ 17th Aug 2019 by Secy & Sarpanch	Nil ✓	Nil ✓	Nil ✓

(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.)

vi. Whether Panchayat Biodiversity Committee has been constituted: Yes/No ✓
If no, the visiting officer to ensure that the Committee is constituted in higher presence and confirm: Biodiversity Committee constituted in G.L.V.L.

vii. 14th Finance Commission Award:

- Whether 4 year Action Plan 2016-20 has been prepared: Yes/No ✓
- Whether the detailed estimates for all works have been prepared: Yes/No ✓
- No. of works for which estimates have been prepared: 50 No. 12 %
(to total)

b) Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries/any other schemes:

✓ Non co-operation by officials: Yes/No

If yes, who: _____ (specify)

✓ Non disclosure of funds available/schemes by officials: Yes/No

✓ Delay in preparation of estimates/technical sanctions by engineering staff: Yes/No

✓ Delay in administrative approval by officials: Yes/No

If yes, how long: _____ (specify number of days)

✓ Officers not sharing details of guidelines/lists of beneficiaries: Yes/No

✓ Any other difficulty, give details: _____

F) FOLLOW UP OF BACK TO VILLAGE-1 (BZV1):

i. Whether the construction work of playground inaugurated/started during the visit of the officer in BZV1 has been completed: Yes/No

If not, likely date of completion: land is not identified (date)

ii. Whether any other works started during Back to Village-1 have been completed: Yes/No

If not, list of such works and date by which they are likely to be completed:

(1) Aslaach, Kachari and Nasal to below is going on

(2) Lower Kachari to Hangan is going on

(3) Some pipes by PTE Deptt has been purchased.

iii. Whether any funds have been released for works identified in BZV1: Yes/No

If yes, amount released: Rs. _____ lakh.

Whether works identified in BZV1 have been started: Yes/No

Likely date of completion: ১৭/১১/১৩ (date)

vi. Areas of major complaints brought to notice:

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
Road conditions	R & B	Yes/No	Some work has started.
Secure building	Education	Yes/No	Documentation is going on.
Shooting of pipes in pipe	PHE	Yes/No	Some pipes are damaged and repair is given.

vii. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Problem about the road conditions	R & B	Yes/No	Some low fly (improvement) is going on.
Problem about electrically infrastructure.	Electric	Yes/No	Improvement is going on.
Problem about drinking water	PHE	Yes/No	Improvement is going on.
Problem about the building of schools.	Education	Yes/No	No work started till now.
Problem about the standard of Education	Education	Yes/No	Less work is going on.

x. Whether the critical gaps identified in the Panchayat during Mission Amartya Survey, 2019 are being bridged while preparing GPP plan for 2020-21: Yes/No.
If no, reason thereof: Not of his purview & panchayat level B2V2

2. SOCIAL AUDIT:

i. Whether the details with regard to the schemes being implemented by the Gram Panchayats are placed before the Gram Sabha on quarterly basis for carrying out audit: Yes/No

If no, reason thereof: _____

ii. Is the Social Audit Committee framed in B2V1 conducting social audit: Yes/No

iii. Whether the issues raised during the audit are being redressed by the department concerned: Yes/No

If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS:

i. Whether, the capacity building and training has been imparted to the elected representatives: Yes/No

If yes, provide details:

No of Elected Representatives trained	Place of training	Theme of training	No of days
10	Dc. office and RDB Mandator	NIC Training of Computer	7 days

ii. Quality of training: Poor/Satisfactory/Very Good/Excellent.

iii. Whether any exposure visit within J&K/Outside has been conducted: Yes/No

If yes, Visiting Officer to record the experiences/Views of the elected representatives about the visit: Poor/Satisfactory/Very Good/Excellent

iv. Whether any digital literacy training has been conducted for Sarpanches: Yes/No

If yes, quality of training: Poor/Average/Good/Excellent.

v. Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats:

a. Elected representatives: Poor/Satisfactory/Good/Excellent

b. General Public: Poor/Satisfactory/Good/Excellent

(Visiting officer to read out the schemes from the pamphlet available)

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	120	—	—	—
Ladli Bell	—	—	—	—
Swachh Bharat Mission- Individual Household Toilets	150	—	—	—
PM Ujjwala Yojana	152	10	Documentation by panchayat	—
Ujala	—	—	—	—
Jandhan Account	—	—	—	—
PM Kisan Vardana Yojana	—	—	—	—

* The visiting officer to enclose scheme-wise list of individual beneficiaries who are interested to avail the benefit under the schemes. He/she to also collect any applications and handover at district headquarter.

II. Visiting Officer to fill number of cases pending and fresh demands:

Schemes/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	813	Non availability of pipes.	—
Electricity connection	10	Non availability of poles.	—

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

1. Visiting Officer to fill approximate number of beneficiaries covered and approximate number left out:

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for SC/ST/OBC students	255	—	—	—
Scholarship for Minority students	—	—	—	—
Pension - Old Age	40	210	Documentation is going on	—
Pension - Widow	4	23	—	—
Pension - Disability	2	6	—	—
PM Kisan Nidhi	152	67	Correction of form is going on	—
Ayushman Bharat	—	—	—	—
PM Jeevan Jyoti Bima Yojana	—	—	—	—
PM Suraksha Bima Yojana	—	—	—	—
PM Awas Yojana - Gramin	10	100	Documentation is going on	—
State Marriage Assistance Scheme	—	—	—	—

III	Overall perception of functioning of the government:
	Overall perception of functioning of government is satisfactory. Only progress in the works in pvt & sec slow.
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	Overall assessment of visit was good. Progress in pvt is going on but higher slowly need to make it fast.

Signature of the visiting officer
 Name Nehan Singh Saluja

1) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Urgent public requirements in order of priority (Max. 07):
1.	Demand of height secondary school in the pgt.
2.	Upgradation of road from Assar to Kachelaasi, over bridge at Patan and at Hill.
3.	Demand of more poles.
4.	Demand of more pipes.
5.	Upgradation of all schools in the pgt.
6.	Boundary wall in NTPC Kachela, water, electricity, ambulance etc are needed.
7.	Need of roof in Middle school Kargain with boundary wall ⁱⁿ some other schools.
II	Any major complaint brought to notice of the Visiting Officer:
	Some Some school building condition need some repair. ② Roads want some repair and black tarring or upgradation ③ Need pipes for availability of drinking water ④ Need poles for connecting of electricity in pgt.

PCO	• Within 1 month • More than 1 month • Never	<i>people on latrine</i>
Any other	• Within 1 month • More than 1 month • Never	<i>-</i>

vi. Any specific observation or complaint regarding any particular departure is:

Waste Collection is not of good
CS Collection is not of good

K) OTHERS:

i. Whether sand has been identified within Panchayat for collection and disposal of plastic waste: Yes/No

ii. Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No

(Please refer to collect a copy of the Plan)

iii. Number of children in the age group of 4-14 years in the Panchayat: 720

iv. Number of children in the age group of 4-14 years enrolled in the schools: 720

v. Is there any higher/secondary school with more than 40% girl students: Yes/No

vi. Whether RDO has provided Sanitary Napkin Vending Machines in any of the above schools: Yes/No/Not applicable

✓ If yes, details of schools: -

✓ If yes, whether the machine is functional: Yes/No

vii. Whether RDO has provided Sanitary Napkin Incinerator in the above schools: Yes/No/Not applicable

✓ If yes, whether the incinerator is functional: Yes/No

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h) any other: _____

iii. Number of FIRs registered in last 3 months: _____

a) Are people generally satisfied by response of Police to complaints: Yes/No ✓

b) Is copy of FIR given to people: Yes/No

c) Are people satisfied about the overall security situation in Panchayat: Yes/No ✓

d) Any suggestions: _____

iv. Public perception:

a. Are departmental staff available: Poor/Good/Very Good/Excellent

b. Are departmental staff responsive: Poor/Good/Very Good/Excellent

v. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries:

Department	Average time taken	Remarks/details, if any
Revenue	• Within 1 month ✓ • More than 1 month • Never	People are satisfied
Social welfare	• Within 1 month ✓ • More than 1 month • Never	People are satisfied.
Police Station	• Within 1 month ✓ • More than 1 month • Never	- do -
PHE	• Within 1 month ✓ • More than 1 month • Never	- do -

iii. Suggestions for encouraging more households/farmers to set up new units
Take loan money. Use to start the
new units.

7. List 5 suggestions in order of priority which can help in increasing income of
 farm/rural households:

1. Make vocational units in the area (pvt)
2. Buy with high quality working land.
3. Make maximum units in the area (pvt)
4. Upgrade the standard of living.
5. To increase the numbers of sheep and goats in the households of pvt.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

i. Whether Aadhaar card has been provided to all people in the Panchayat. Yes/No
 If no, the number of people in the Panchayat yet to get Aadhaar card: 204

ii. Overall satisfaction level of the people about the ration shops:
 Poor/Satisfactory/Good/Excellent

Major problems/complaints with regard to ration shops:

- a) Irregular opening: Yes/No ✓
- b) Inadequate stock: Yes/No ✓
- c) Overcharging: Yes/No ✓
- d) Rude behaviour of store owner: Yes/No ✓
- e) Long distance to be covered to reach the store: Yes/No ✓
- f) Non-display of rates: Yes/No ✓
- g) POS machine not working: Yes/No ✓

5. DIVERSIFICATION TO HIGH VALUE CROPF/FRUIT:

i. Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat: Yes/No

✓ If yes, please specify:

Sr. No	Non- remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
1	—	—	—
	—	—	—
	—	—	—

6. INCREASING LIVESTOCK PRODUCTION:

i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent

ii. Status of households/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new units

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	—	—
2	Dairy units	—	—
3	Sheep Units	—	—
4	Fish Ponds	—	—

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without Kisan Credit Card 232 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019
85 Nos.
- iii. No. of farmers who applied for KCC loan but not provided so far
20 Nos.
- iv. Problems being faced by farmers in availing KCC loan (tick whichever relevant):

- a) Difficult processes and procedures ☐
- b) Delay by concerned Deptt. ☒
- c) Delay by bank concerned ☒
- d) Any other problem, please specify: The only problem is
between bank. Bank's decision is very slow

v. Suggestions for improving the process of availing loan under KCC

All India Revenue and Agriculture Deptt. do the work fast but in bank the process goes slow as concerns with papers.

4. MARKETING INTERVENTIONS:

i. How is agriculture/horticulture produce sold (tick whichever relevant):

- a) Through organized market (mandi) ☐
- b) Through un-organized market ☐

c) Any other, please specify: The people has less land and the yield is very less

ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:
There is no market close to the pvt. and people have less land and less produce.

iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

The small mandi should made close to the pvt.

* Visiting officer to enclose the list of individuals/households who need fresh connections. He/she to also collect any applications and handover at district headquarter.

1) DOUBLING FARMERS INCOME:

1. IRRIGATION

- i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kand ✓
- ii. Major sources of irrigation: Canal/Khul/Tube well/Pond/Springs/Water harvesting Tank/Rainfed/Others (please specify): less natural resource in area.
- iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient ✓
- iv. Are there any un-tapped irrigation sources in the Panchayat: Yes/No ✓
✓ If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body: _____ (tick as many as needed)
- v. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/no
If yes, please specify: By making ponds or harvesty tanks.
- vi. Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/no ✓
- vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: Nil
- viii. No. of farmers who intend to use drip/sprinkler irrigation: Nil (None)
- ix. Any suggestions to improve irrigation facilities in the Panchayat:
Only way to have irrigation are ponds or water harvestings.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- i. Farmers using High Yielding Variety seeds (Approx. _____ %age) ✓
- ii. Are adequate HYV seeds available to the farmers: Yes/No ✓
- iii. If no, reasons thereof: Main problem in this area is that it is not irrigated.

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Social Welfare	Supervisor	3	Social Welfare	Supervisor
4	Medical	Team Assistant	4	Medical	Team Assistant
5	Educated	Teacher	5	Educated	Head Master
6	Physically	HTG	6	Physically	HTG
7	PHE	Supervisor	7	PHE	Supervisor
8	Electric	Need Based	8	Electric	Need Based

If no, reason thereof: _____

vii. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting: Yes/No _____

If no, Reason thereof: _____

viii. Whether the GPRP Plans are being approved by the Gram Sabha: Yes/No _____

If no, reason thereof: _____

ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No _____

If no, reason thereof: _____

(VLW to demonstrate the reports to the Visiting Officer)

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

i. Whether the GPDP for the schemes transferred to the Gram Panchayats have been prepared for the year 2019-20. Yes/No

If no, reason thereof: _____

ii. Whether the schemes and activities approved under GPDP for 2019-20 are under implementation. Yes/No.

iii. Whether Panchayat-wise disaggregation of the resources earmarked for the schemes for 2020-21 has been done by the Sectional Officers. Yes/No

If no, reason thereof: _____

iv. Whether Public Information Board inticalling the schemes with allocation for the year 2020-21 has been installed in Panchayat Chair or at some prominent place. Yes/No

If no, the officer should get it installed and confirm: there is no building

v. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GPDP Portal for preparation of GPDP 2020-21. Yes/No

If no, the visiting officer to ensure that the meeting schedule is framed in his/her presence and confirm: _____

vi. Whether the frontline workers of the subjects transferred to the Gram Panchayats are participating in the scheduled Gram Sabha meetings. Yes/No

If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings:

1 st Meeting Date (27-7-19)		2 nd Meeting Date (27-8-19)	
S. No.	Department Designation	S. No.	Department Designation
1	RDD GAC	1	RDD GAC
2	Agriculture VAEH	2	Agriculture VAEH

iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after BZV1, details thereof:

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
Education	Sanctioning of H.T. building	NO	work is in progress
Electric	Upgradation of 25 & 35 HM. SW	NO	YET to be taken
Electric	Upgradation of 63 KV. SW	N	Y & be taken
Rural Divsep	Action Plan and MNC&A	N.	Action plan have made
-	-	-	-

v. Whether any improvement in attendance of following Government functionaries has been noticed after BZV1:

- a) Doctors/Paramedics/other Health staff (Yes/No) ☒ (Yes/No)
- b) Teachers/PO T Teachers (Yes/No) ☒ (Yes/No)
- c) Anganwadi Workers/Helpers (Yes/No) ☒ (Yes/No)
- d) RDD staff (Yes/No) ☒ (Yes/No)
- e) JE/other engineering staff (Yes/No) ☒ (Yes/No)
- f) Agriculture/Horticulture staff (Yes/No) ☒ (Yes/No)
- g) Animal Husbandry/Sheep Husbandry staff (Yes/No) ☒ (Yes/No)

In case any particular department has shown improvement, please specify:

Some Dept like Animal Husbandry & other engineering dept show improvement

Any department whose staff is absent most of the time: NIL

Any department whose officers/officials has not visited the Panchayat even once since BZV1: Not any

Any department which has organized any event or camp or tour of senior officer in the Panchayat since BZV1: Horticulture, Agriculture & Social Welfare Dept

- xii. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No
 If no, whether subjects have been assigned in presence of the visiting officer.
 Yes/No
- xiii. Major challenges being faced by the Panchayat in functioning and execution of works:

a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BDO	RDD	Yes/No	Assistance given
VLW	RDD	Yes/No	Being work
JE	RDD	Yes/No	Giving help
CDPO	Social Welfare	Yes/No	-
TSWO	Social Welfare	Yes/No	-
Anganwadi Supervisor	Social Welfare	Yes/No	-
Headmaster/Principal/ZEO	School Education	Yes/No	-
I/c MDM	School Education	Yes/No	-
BMO	Health	Yes/No	-
Tehsildar/Naib-Tehsildar	Revenue	-	Please see annex
Patwar	Revenue	Yes/No	-
Agriculture Extension Official	Agriculture	Yes/No	-
Horticulture Extension Official	Horticulture	Yes/No	-
Village functionaries	-	Yes/No	-
Any other	-	-	-

k. Mid Day Meal (MDM) Scheme:

a. Whether Panchayat/Sarpanch is purchasing items at Panchayat level for serving Mid day meal in the schools: Yes/No Yes

If no, reason thereof: This practice is not started till.

b. Whether the Panchayat/Sarpanch is providing Mid day meal to the school children in the Panchayat: Yes/No

If no, reason thereof: Not started this practice

Also mention if it is being provided by someone else: Education Deptt
is providing it.

c. 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)

x. MGNREGA:

a. Whether MGNREGA Plan 2019-20 has been approved: Yes/No

b. If yes,

✓ Funds allocated to the Panchayat: Rs 25 lakh

✓ No. of works approved: 22

✓ No. of works started: 4

✓ No of works completed: Nil

✓ No of Job Card holders in the Panchayat: 120

✓ No. of man days generated: 76

xi. Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/No Yes

If yes, whether approved by the Gram Sabha: Yes/No Yes

If no, reason thereof: —

d. Whether Action Plan has been approved by the DDC: Yes/No

If no, reason thereof: Document has been submitted and process is going on.

e. Whether the works have been started: Yes/No

No. of works started: Yes No. (20 % to total)

If no, reason thereof: _____

f. Who is issuing work order for works being executed under 14th FC (tick one):

1) Sarpanch

()

2) BDO

()

3) Others (specify): _____

viii. Integrated Child Development Scheme (ICDS):

a. 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: Social hygiene dept is engaged in!

Also mention if it is being purchased by someone else: only by

social hygiene dept

b. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/No

If no, reason thereof: _____

c. Is the Panchayat/Sarpanch paying honorarium to AWWs/Helpers directly at Panchayat level: Yes/No

If no, reason thereof: Till now this practice is not started

d. Whether the record on account of purchase of nutrition and payment of honorarium is being maintained by the Panchayat: Yes/No

(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)

iii. If not, whether the building for BDC office has been identified: Yes/No/Not applicable

iv. Facilities available in the Panchayat Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No ✓	Yes/No ✓	There is no building.
Computer/printers	Yes/No ✓	Yes/No ✓	- do -
Telephone facility	Yes/No ✓	Yes/No ✓	- do -

v. In case Panchayat has not been constituted, whether Administrator has been appointed: Yes/No

vi. 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: Register for prepared is present.

2. FUNCTIONALITY:

i. Whether Gram Panchayat meeting is being held regularly on monthly basis:

Yes/No

Date of last meeting held: 27-10-19

ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No

Date of last meeting held: 27-10-19

iii. Whether the Karva register is being maintained by the Panchayat Secretary: Yes/No

(Officer to inspect the register)

iv. Whether the Sarpanch/Administrator/Panchayat Secretary have digital signatures: Yes/No

D) FRONTLINE OFFICERS/OFFICIALS WHO ARE PRESENT DURING THE VISIT:

S. No.	Department	Designation of the officer/official
1	Agriculture	AEA
2	Health	Form Asst/Asst
3	Revenue	Patwari
4	Rural development	GRS
5	Anganwadi mktg	Social welfare
6	PHE Electric	Supervisor Need Base
7	Animal husbandry	VP
8	Forest Horticulture Food & Supply	Guard Inspection Dakota

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

i. 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 the Panchayat Ghar: Yes/No

ii. Whether the BOC office has been established (in case the officer visits block Panchayat): Yes/No/Not applicable