



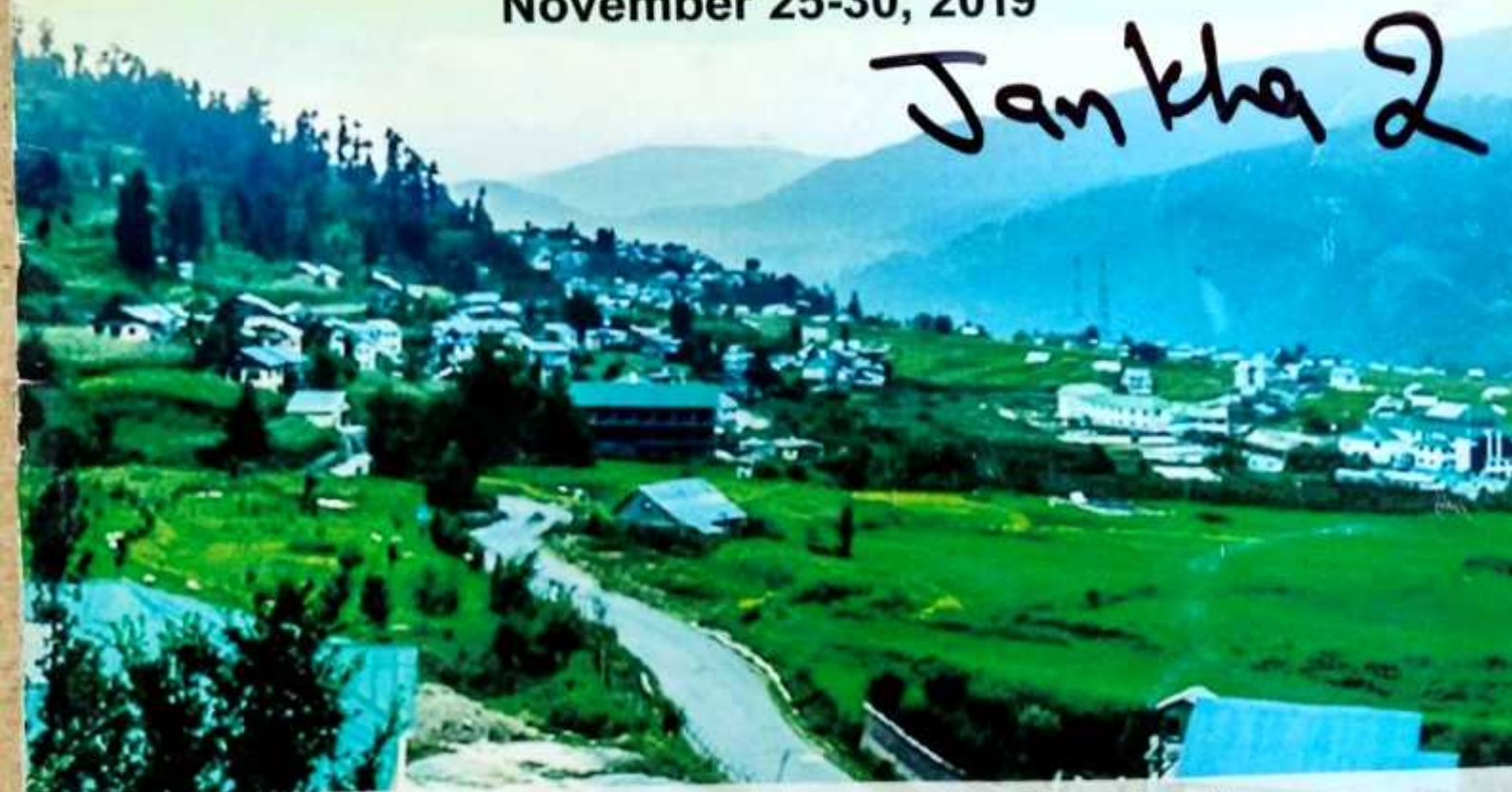
Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Jan kha 2



Government of Jammu & Kashmir

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:

- Name: Pran Singh Chib
- Designation: Assistant Commissioner Revenue
- Department/Place of posting: Jammu Municipal Corporation
- Mobile No: 9906251000
- Email id: pransinghchib@gmail.com
- Home District: Kathua
- Dates of visit: 25/26/28/29/30, November 2019

B) LOCAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Janakha
- Local Government Directory (LGD) code of the Panchayat: 24059
(To be sourced from Rural Development Department by DC)
- Name of CD Block: Dawal
- Name of Tehsil: Dawal
- Name of District: Jammu

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 05
- No. of hamlets in the Panchayat: 24
- No. of households in the Panchayat: 850
- Population (approx.) of the Panchayat: 3850

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

S. No.	Department	Designation of the officer/official
1	RDS & DR	EDRS
2	Agriculture	AEA
3	PHE	J.E.
4	FCSE & CA	Salesman
5	PWD	Helper
6	PDS	Motor Reader
7	State Bank	Branch Head
8	Health	FMPHW

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

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 the Panchayat Ghar: Yes/No ✓
- Whether the BDC office has been established (in case the officer visits block Panchayat): Yes/No/Not applicable ✓

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	NA
Computer/printer	Yes/No ✓	Yes/No	
Telephone facility	Yes/No ✓	Yes/No	

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

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: Yes

2. FUNCTIONALITY:

i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No

Date of last meeting held: 18.11.2019

ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No
Date of last meeting held: 18.11.2019

iii. Whether the Karwai 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

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 lakhs)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No ✓	VLW	Yes/No ✓	24.35	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	Sarpanch	Yes/No ✓	—	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	Sarpanch	Yes/No ✓	—	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	—	Yes/No	—	Yes/No ✓
Own resources of Panchayat	Yes/No ✓		Yes/No	0.28	Yes/No ✓
Any other Scheme, If yes, indicate name	—	—	—	—	—

(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 his/her presence and confirm: ✓

vii. 14th Finance Commission Award:

a. Whether 4 year Action Plan 2016-20 has been prepared: Yes/No ✓

b. Whether the detailed estimates for all works have been prepared: Yes/No ✓

c. No. of works for which estimates have been prepared: 11 No. 38 %
(to total)

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

If no, reason thereof: under submission to District Dev. Commissioner

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

No. of works started: 05 No. (17 % to total)

If no, reason thereof: /

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

1) Sarpanch (X)

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 Yes

If no, reason thereof: No instructions received from the Deptt.

Also mention if it is being purchased by someone else: The nutrition is being purchased by the Deptt. itself

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

If no, reason thereof: /

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

If no, reason thereof: /

d. Whether the record on account of purchase of nutrition and payment of honorarium is being maintained by the Panchayat: Yes/No NA
(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)

ix. 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

If no, reason thereof: It is being purchased by the Deptt.

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

If no, reason thereof: /

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

c. Whether the record on account of purchase of MDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No Yes

(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 Yes

b. If yes,

✓ Funds allocated to the Panchayat: Rs 22.00 lakh

✓ No. of works approved: 11

✓ No. of works started: 09

✓ No of works completed: 04

✓ No of Job Card holders in the Panchayat: 485

✓ No. of man days generated: 4500

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: The plan shall be placed before the

- xii. Whether subjects have been assigned by the Sarpanch to the Panch: ☒ Yes/No
 If no, whether subjects have been assigned in presence of the visiting officer: ☒ Yes/No
 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	<input checked="" type="checkbox"/> Yes/No	Response of the department
VLW	RDD	<input checked="" type="checkbox"/> Yes/No	except RDD, is not even optimum due to which
JE	RDD	<input checked="" type="checkbox"/> Yes/No	Panchayats can not be strengthened. There is perception that Panchayats has to work with RDD only. must go to other deptts. to coordinate with the Panchayats.
CDPO	Social Welfare	<input checked="" type="checkbox"/> Yes/No	
TSWO	Social Welfare	<input checked="" type="checkbox"/> Yes/No	
Anganwadi Supervisor	Social Welfare	<input checked="" type="checkbox"/> Yes/No	
Headmaster/Principal/ZEO	School Education	<input checked="" type="checkbox"/> Yes/No	
I/c MDM	School Education	<input checked="" type="checkbox"/> Yes/No	
BMO	Health	<input checked="" type="checkbox"/> Yes/No	
Tehsildar/Naib-Tehsildar	Revenue	<input checked="" type="checkbox"/> No	
Patwar	Revenue	<input checked="" type="checkbox"/> Yes/No	
Agriculture Extension Official	Agriculture	<input checked="" type="checkbox"/> Yes/No	
Horticulture Extension Official	Horticulture	<input checked="" type="checkbox"/> Yes/No	
Village functionaries		<input checked="" type="checkbox"/> Yes/No	
Any other			

- 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: All depts. except RDD (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 officers: ☒ 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: The depts. other than RDD may be instructed to coordinate with Panchayats

F) FOLLOW UP OF BACK TO VILLAGE-1 (B2V1):

- i. Whether the construction work of playground inaugurated/started during the visit of the officer in B2V1 has been completed: ☒ Yes/No — NA

If not, likely date of completion: _____/_____/_____ (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) Construction of drainage channel 250 meter is likely to be completed

(2) _____/_____/_____

(3) _____/_____/_____

- iii. Whether any funds have been released for works identified in B2V1: ☒ Yes/No

If yes, amount released: Rs. 06.00 lakh.

Whether works identified in B2V1 have been started: ☒ Yes/No

Likely date of completion: 03/2020 (date)

iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after B2V-1, details thereof:

Sector/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks:
RDD	Cost 0.25 lakh for handi Tumakuru-3	No	90% completed
RDD	Plate Formet Tumakuru-9	Yes	completed in time
RDD	Cost. of water tank at Tumakuru ward no. 02	Yes	completed in time
	/	/	/

v. Whether any improvement in attendance of following Government functionaries has been noticed after B2V1:

a) Doctors/Paramedics/other Health staff	(Yes/No) <input checked="" type="checkbox"/>
b) Teachers/Ret Teachers	(Yes/No) <input checked="" type="checkbox"/>
c) Anganwari Workers/Helpers	(Yes/No) <input checked="" type="checkbox"/>
d) RDD staff	(Yes/No) <input checked="" type="checkbox"/>
e) JE/other engineering staff	(Yes/No) <input checked="" type="checkbox"/>
f) Agriculture/Horticulture staff	(Yes/No) <input checked="" type="checkbox"/>
g) Animal Husbandry/Sheep Husbandry staff	(Yes/No) <input checked="" type="checkbox"/>

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

RDD & PR

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

Any department whose officers/officials has not visited the Panchayat even once since B2V1: except RDD, officers/officials of other Deptts have not visited the Panchayat even once after B2V1

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1 RDD & PR

vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Monkey menace	Forest Deptt.	Yes/No <input checked="" type="checkbox"/>	Some monkeys have been lifted by the Forest Deptt.
Excessed sales of RDD	RDD	Yes/No <input checked="" type="checkbox"/>	—
Non-payment of Tax	RDD	Yes/No <input checked="" type="checkbox"/>	—

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of Problem	Remarks
Scarcity of water	PHE	Yes/No <input checked="" type="checkbox"/>	—
Lack of Land Roads	PWD	Yes/No <input checked="" type="checkbox"/>	—
Lack of Public Transport	Transport	Yes/No <input checked="" type="checkbox"/>	—
Overloading of Motor	Forest	Yes/No <input checked="" type="checkbox"/>	The deptt has lifted some monkeys
Unemployment	—	Yes/No <input checked="" type="checkbox"/>	—

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GDDP):

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

If no, reason thereof: The drafts other than RDB do not comply due to which GDDP has not been prepared

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

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

If no, reason thereof: ✓

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

If no, the officer should get it installed and confirm: ✓

v. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GDDP Portal for preparation of GDDP 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 (only a few participate)
If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings:

1 st Meeting Date (16.11.19)		2 nd Meeting Date ()	
S. No.	Department	S. No.	Department
1	PHC	1	JE
2	Subp	2	Flask
	Musabani		Inspector

B2V2/PD&MD/2019

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Agriculture	Don-IV	3	-	-
4	RDB	GRS	4	-	-
5	-	-	5	-	-
6	-	-	6	-	-
7	-	-	7	-	-
8	-	-	8	-	-

If no, reason thereof: only one meeting convened on 16/11/19.

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 GDDP Plans are being approved by the Gram Sabha: Yes/No ✓

If no, reason thereof: NA

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

If no, reason thereof: NA

(VLW to demonstrate the reports to the Visiting Officer)

B2V2/PD&MD/2019

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GDDP plan for 2020-21: Yes/No. If no, reason thereof: _____

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: The Social Audit committee body comprises and as such don't visit, the committee has been notified

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
09	Dandi	Panchayati Raj	03

- 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)

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

- i. 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	—	—	—	—
Scholarship for Minority students	—	—	—	—
Pension - Old Age	40	200	late 9	—
Pension - Widow	20	65	—	—
Pension - Disability	09	13	—	—
PM Kisan Nidhi	—	—	—	—
Ayushman Bharat	—	—	—	—
PM Jeewan Jyoti Bima Yojana	—	—	—	—
PM Suraksha Bima Yojana	—	—	—	—
PM Awas Yojana - Gramen	—	—	—	—
State Marriage Assistance Scheme	—	—	—	—

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	435	-	-	20
Ladli Beti	-	-	-	-
Swachh Bharat Mission- Individual Household Toilets	161	150	-	11
PM Ujjwala Yojana	-	-	-	-
Ujala	-	-	-	-
Jandhan Account	-	-	-	-
PM Matru Vandana 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	185	PHE Depth less not provided	-
Electricity connection	Most of the houses have electricity connections but do not get registered and PBO must ensure that each connection is registered.		

* 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.

i) DOUBLING FARMERS INCOME:

1. IRRIGATION

i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Randi

ii. Major sources of irrigation: Canal/Khuli/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify):

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: Suketha and Sandeta.

vi. Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No

vii. No. of farmers who use drips/sprinkler irrigation in the Panchayat: 10

viii. No. of farmers who intend to use drips/sprinkler irrigation: 100 (Nos.)

ix. Any suggestions to improve irrigation facilities in the Panchayat:

There is hope for tube wells at Suketha

(Gani-Bahar) and Sandeta.

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:

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kissan Credit Card ____ (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019 ____ Nos.
- No. of farmers who applied for KCC Loan but not provided so far ____ Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
 - Difficult processes and procedures _____
 - Delay by concerned Deptt. _____
 - Delay by bank concerned _____
 - Any other problem, please specify: _____
- Suggestions for improving the process of availing loan under KCC _____

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi) _____
 - Through un-organized market ✓
 - Any other, please specify: _____
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:
There is need to establish organized Market
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:
As above

5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT:

- 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)

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent
- 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	02	25
2	Dairy units	02	10
3	Sheep Units	06	05
4	Fish Ponds	—	07

iii. Suggestions for encouraging more households/farmers to set-up new units

The farmers need awareness about schemes that live-stock production and assured marketing is the key.

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

1. The irrigation facilities through different methods like tube wells, and rain water harvesting is a must. The marketing measure like to be taken to increase production.
2. Floriculture is to be promoted.
3. Doing farming needs to be encouraged.
4. Horticulture needs to be promoted besides providing marketing facilities for agricultural products.

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: 300 (4th)

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

h) any other: Lack of PNH Petition cards.

iii. Number of FIRs registered in last 3 months: 03

- 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: There is a police Naka at Saktar, which is a Nafay road where accidents occur. That needs to be shifted to some other suitable place.


iv. Public perception:

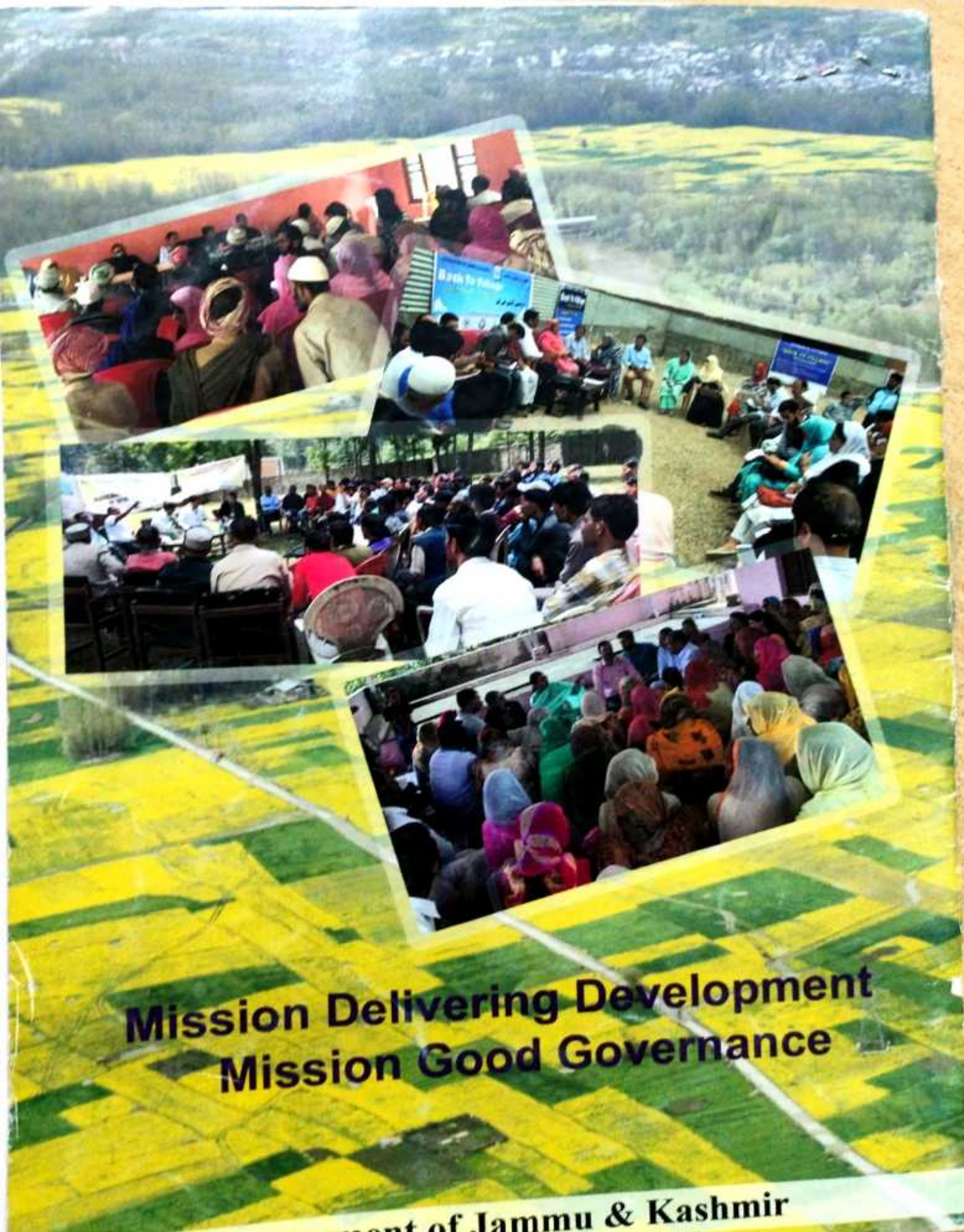
- a. Are departmental staff available: Poor/Good/Very Good/Excellent
- b. Are departmental staff responsive: Poor/Good/Very Good/Excellent

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	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	<ul style="list-style-type: none"> • The public is not satisfied with the working of Revenue Dept. • Delivery is not time bound.
Social welfare	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	<ul style="list-style-type: none"> • No awareness about various subsidies, etc. - people are not aware of the govt. welfare schemes. • Large backlog of pension cases.
Police Station	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	—
PHE	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	<ul style="list-style-type: none"> • Repair & renovation of public services. • Repairing of damaged pipes and fitting of pipes underground. • Tube wells need to be dug.

III	Overall perception of functioning of the government:
	Pl. refer to annex-B
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	Pl. refer to annex-C


 28.11.2017
 Signature of the visiting officer
 Name



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Government of Jammu & Kashmir