

General Instructions for the Visiting Officer Back to Village 2 (B2V2)

- i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.
- ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.
- iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focussed programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. She/he must also be familiar with 14th FC, MDM and ICDS (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GPDP) and also ensure the constitution of various committees including Panchayat Biodiversity Committee.
- v. He/she shall hold detailed deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.
- vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.
- vii. The officer should assess the level of functionality of the Panchayat, infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold detailed meetings with Panchayat members and also officials.

- viii. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwadi Centres etc. as possible. He should also inspect at least some of the works carried out/being carried out under various schemes like 14th FC, MNREGA and other government programmes. In case, there is a languishing project in the village, the officer should certainly inspect the same and record its progress.
- ix. In addition to all other activities that the visiting officer will carry out, he/she should lay special emphasis on 100% enrolment of school children (age 4-14 years), 100% coverage of PM-Kisan, Ayushman Bharat and 100% coverage of all beneficiary oriented schemes including pensions and scholarships. He/she should also try to understand how various government programmes can be better used for doubling rural incomes and energising rural/micro enterprises and village industries.
- x. The visiting officer shall restrain himself/herself from giving or offering any commitment on behalf of the government.
- xi. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensual view emerging from his interactions in the village.
- xii. The report of the visiting officer shall be submitted both physically and electronically in the pre-circulated format. The officer should exercise all care and objectivity while filling up the same.
- xiii. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner and his/her team and deposit the B2V2 booklets and any other lists/applications/grievances that may have been handed over to him/her during the visit.

Suggested Activity Schedule for the Visiting Officer

Pre and Post Visit Activities

- Meeting with the Deputy Commissioner for collection of documents and briefing regarding the visit before going to the Panchayat.
- Debriefing meeting with the Deputy Commissioner and submission of one copy of the filled-in booklet and other papers before leaving the district.

Day 1

- Arrival in the Panchayat by 10 A.M. (capture picture).
- Attend the Gram Sabha.
 - Read out the charter of Fundamental Duties.
 - Discuss B2V1 report card, critical gap analysis report and obtain feedback on follow up of B2V1 activities.
 - Unveil the GPDP booklet in the Gram Sabha.
 - Get the resolution for approval of GPDP and MGNREGA passed in the Gram Sabha.
 - Unveil the 14th FC plan booklet in the Gram Sabha.
 - Inspect the four pass books- 14th FC, MDM, ICDS, Own Resources.
 - Check the purchase record register for MDM and ICDS.
 - Distribute the information flyers on Individual Beneficiary Based Schemes.
 - Fill up those columns of the B2V2 booklet which require Gram Sabha responses.
 - Distribute guidelines of government schemes which can help increase rural incomes e.g. Backyard Poultry, Dairy Entrepreneurship Scheme etc.
 - Get the Panchayat Biodeversity Committees constituted if not already constituted through a Panchayat (not Gram Sabha) resolution. The format for the resolution will be made available by the district administration.
 - Check Panchayat Asset register and Infrastructure register. If the same is not available, the officer will get it prepared.

Back to Village 2 (B2V2) Report

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

A) DETAILS OF REPORTING OFFICER:

- i. Name: S. A. Patel
- ii. Designation: Inspector
- iii. Department/Place of posting: Dist. In-charge, Ahmedabad
- iv. Mobile No: 91 96 48 198
- v. Email id: patel.s.a.2014@gmail.com
- vi. Home District: Rajkot
- vii. Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: Laxmi Tulla P.
- ii. Local Government Directory (LGD) code of the Panchayat: 939668
(To be sourced from Rural Development Department/RYDC)
- iii. Name of CD Block: Chakamb
- iv. Name of Tehsil: Chakamb
- v. Name of District: Rajkot

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 01 (Village Tulla has four GPS)
- ii. No. of hamlets in the Panchayat: 07
- iii. No. of households in the Panchayat: 579
- iv. Population (approx.) of the Panchayat: 2027

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

S. No.	Department	Designation of the officer/official
1	Revenue	Nail tehsildar
2	Agriculture	AEN
3	Forest	Forester
4	Medical	FMPHW
5	ICDS	Supervisor
6	Education	Teachers of different schools
7	PAD	PAL
8	PHE	Linemen

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 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 Panchayati Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No ✓	Yes/No ✓	
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 ✓

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: ✓

2. FUNCTIONALITY:

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

Date of last meeting held: 27 Sept- 2019

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

Date of last meeting held: 27 Sept- 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 lakh)	Whether at least one transaction has been made
14 th Finance Commission	<input checked="" type="checkbox"/> Yes/No		<input checked="" type="checkbox"/> Yes/No	923.24	<input checked="" type="checkbox"/> Yes/No
ICDS (Nutrition)	<input checked="" type="checkbox"/> Yes/No		<input checked="" type="checkbox"/> Yes/No	50.000	<input checked="" type="checkbox"/> Yes/No
ICDS (Honorarium)	<input checked="" type="checkbox"/> Yes/No	Signature	<input checked="" type="checkbox"/> Yes/No	175.75	<input checked="" type="checkbox"/> Yes/No
Mid Day Meals (MDM)	<input checked="" type="checkbox"/> Yes/No	Signature	<input checked="" type="checkbox"/> Yes/No	302.75	<input checked="" type="checkbox"/> Yes/No
Own resources of Panchayat	<input checked="" type="checkbox"/> Yes/No	Signature	<input checked="" type="checkbox"/> Yes/No		<input checked="" type="checkbox"/> Yes/No
Any other Scheme, If yes, indicate name	<input checked="" type="checkbox"/> No				

(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: 6 No. (90 % to total)

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

If no, reason thereof: _____

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

No. of works started: 02 No (3.3 % 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: due to Related Receiving funds

Also mention if it is being purchased by someone else: no

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

If no, reason thereof: Funds have not available

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

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 ✓

(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: No confirmation about funds

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

If no, reason thereof: Funds not available

Also mention if it is being provided by someone else: Nil

- 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 50.60 lakh

✓ No. of works approved: 43

✓ No. of works started: Nil

✓ No of works completed: Nil

✓ No of Job Card holders in the Panchayat: 478

✓ No. of man days generated: Nil

- xi. 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 thereof: _____



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 ✓	
VLW	RDD	Yes/No ✓	
JE	RDD	Yes/No ✓	
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	Yes ✓	
Patwari	Revenue	Yes/No ✓	
Agriculture Extension Official	Agriculture	Yes/No ✓	
Horticulture Extension Official	Horticulture	Yes/No ✓	
Village functionaries		Yes/No ✓	
Any other		Nil	

B2V2/PD&MD/2019

- 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:
Play ground	B2V1	No	Inauguration on 27-11-2018
Boundary wall	B2V1	No	- do -

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

- | | |
|---|------------|
| a) Doctors/Paramedics/other Health staff | (Yes/No) ✓ |
| b) Teachers/ReT Teachers | (Yes/No) ✓ |
| c) Anganwari Workers/Helpers | (Yes/No) ✓ |
| d) RDD staff | (Yes/No) ✓ |
| e) JEs/other engineering staff | (Yes/No) ✓ |
| f) Agriculture/Horticulture staff | (Yes/No) ✓ |
| g) Animal Husbandry/Sheep Husbandry staff | (Yes/No) ✓ |

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

Agriculture

Any department whose staff is absent most of the time: PWD, Fisheries, PMGSY

Any department whose officers/officials has not visited the Panchayat even once since B2V1: Horticulture, Flood Control
PWD, Fisheries, PMGSY, Horticulture, Flood Control

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

vi Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Bad condition of All Roads	PMGSY PWD	Yes/No ✓	
infrastructure & School Buildings in GP in bad condition	Edu	Yes/No ✓	Majority of Schools in GP have no Buildings or Incomplete Buildings Students Sitting in Open So called Fair Weather Schools
Jhula Bridges at Nallas & River	PWD	Yes/No	Many people lost their lives due to Lack of Jhula Bridges

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Road Conductivity	PWD/PMGSY	Yes/No ✓	
Drinking water facility	PHE	Yes/No ✓	
Jhula Bridges at Nallas & River	PWD	Yes/No ✓	
Lack of Health Facility	Medical	Yes/No ✓	
Lack of Teaching Staff / Infrastructure Govt - Schools	Edu	Yes/No ✓	

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: cancel by RDI

- 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 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: Public information Board are not available in the GP

- 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 ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
1	Revenue	Naib Tehsildar	1	Revenue	NT
2	Agriculture	AEA	2	Agriculture	AEA

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Forest	Forester	3	Forest	Forester
4	Medical	EM PHW	4	Medical	EM PHW
5	ICDS	Supervisor	5	ICDS	Anganwadi workers.
6	Edu -	Teachers of different schools	6	Edu	Trs
7	PDD	PDL	7	PDD	PDL
8	PHE	Lineman	8	PHE	Lineman

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 GPDP 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: GPDP Conducted during visit B2 V2
(VLW to demonstrate the reports to the Visiting Officer)

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GPDP 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: no work + no Audit
- 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
07	Mohare	Ward Sabha	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 (only Sarpanch aware)
- b. General Public : Poor/Satisfactory/Good/Excellent
- (Visiting officer to read out the schemes from the pamphlet available)

ii) 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	136	56	with out A/c No	nil
Scholarship for Minority students	53	53	with out A/c No	nil
Pension - Old Age	52	32		nil
Pension - Widow	11	18		nil
Pension - Disability	14	12		nil
PM Kisan Nidhi	1084	196	State land	nil
Ayushman Bharat	245	nil	nil	nil
PM Jeevan Jyoti Bima Yojana	nil	—	—	—
PM Suraksha Bima Yojana	nil	—	—	—
PM Awas Yojana - Gramen	370	350	—	—
State Marriage Assistance Scheme	02	62	Internet Problem	nil

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	478	nil	nil	nil
Ladli Beti	Nil	—	—	—
Swachh Bharat Mission- Individual Household Toilets	70	nil	—	—
PM Ujjwala Yojana	nil	—	—	—
Ujala	—	—	—	—
Jandhan Account	50	nil	—	—
PM Matru Vandana Yojana	nil	—	—	—

* 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	400	Due to Damage of schemes	nil
Electricity connection	253	Shortage of poles & transformers	nil

4. 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.

B) DOUBLING FARMERS INCOME:

1. IRRIGATION

- i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi ✓
- ii. Major sources of irrigation: Canal/Khuls/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: Nil (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: _____
- 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 (Nos.)
- ix. Any suggestions to improve irrigation facilities in the Panchayat:
Construction of canals & ponds etc.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- i. Farmers using High Yielding Variety seeds (Approx. 2 %age)
- ii. Are adequate HYV seeds available to the farmers: Yes/No ✓
- iii. If no, reasons thereof: _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without Kissan Credit Card 90% (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019
Nil Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far
Nil Nos.
- iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant)
 - a) Difficult processes and procedures ☒ _____
 - b) Delay by concerned Deptt. ☒ _____
 - c) Delay by bank concerned ☒ _____
 - d) Any other problem, please specify: nil
- v. Suggestions for improving the process of availing loan under KCC
Simplify the processes

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: nil
- ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing;
Cold store / Packing House
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:
nil

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)
	Apple	May	
	Almond	Wheat	
	Mango	Rice	

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	150	100
2	Dairy units	100	50
3	Sheep Units	200 (Two Hundred)	400
4	Fish Ponds	100	50

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

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

1	opening of Dairy units
2	opening of sheep units
3	opening of poultry units
4	opening of Fish ponds
5	Setting up Horticulture units

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 50

- 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 nil
- iii Number of FIRs registered in last 3 months: nil
- 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 Need of time is to remove corruption from police dept.
- 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 	01 Month
Social welfare	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	More than 01 month
Police Station	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	Never
PHE	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	Never

PDD	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	More than 01 month
Any other CAPD	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	01 month

- vi. Any specific observation or complaint regarding any particular department:
Flood Control, Irrigation, PWD, PMGSY
Medical, Sheep & Animal Husbandry

K) OTHERS:

- i. Whether land 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 ✓
(Visiting officer to collect a copy of the Plan)
- iii. Number of children in the age group of 4-14 years in the Panchayat: 475
- iv. Number of children in the age group of 4-14 years enrolled in the schools:
325
- v. Is there any High/Higher Secondary school with more than 40% girl students: Yes/No ✓
- vi. Whether RDD 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 RDD has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable
 ✓ If yes, whether the incinerator is functional: Yes/No ✓

I) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Urgent public requirements in order of priority (Max 07)	
1	Juhalla Boudges	<ol style="list-style-type: none"> 1 Between Nimma Udhari & Malan Nalla 2 Masal 4 (Nali Hill) & Anni Nalla 3 Masal 2, Dohol (Asd Nalla)
2	Road conductivity	<ol style="list-style-type: none"> 1 Masal 2 Udhari 2 Jandherali to Dohol
3	Panchayat Chas / Community Hall	
4	Dhok Bangla ⁱⁿ at PH	
5	Medical Sub Centre	
6	School Buildings	<ol style="list-style-type: none"> 1 PIS Masal 15, PIS Khanga 2 PIS Bagla 3 PIS Bagla Khepa, 6, PIS Doholal 4 PIS Udhari
7	Pipes PHE (10,000) (appo)	
II	Any major complaint brought to notice of the Visiting Officer:	
1	Shortage of Food Items	
2	Shortage of Drinking water	
3	Bad condition of Road	
4	Low Standard of School Edu	
5	Shortage of Poles & Transformers	

III Overall perception of functioning of the government

Govt. Schemes did not Implemented properly

IV Overall assessment of visit and suggestions

(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions)

People or General Public is not aware about different Schemes
- Need of the time is to aware the General Public


Signature of the visiting officer

Name Sat Paul