



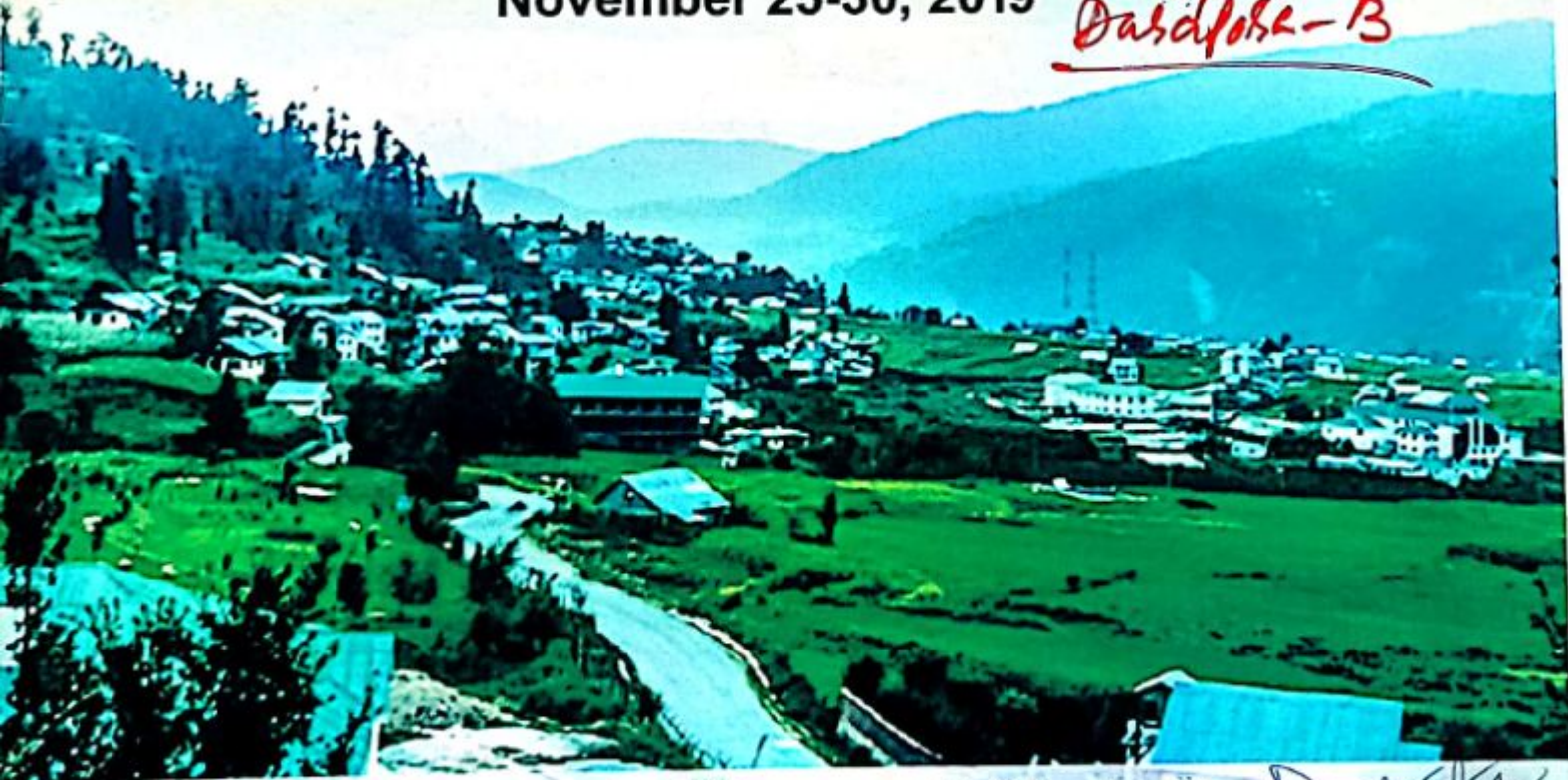
Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Dardpora-B



Government of Jammu & Kashmir

Dardpora

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: Hisham Ahmad Nangoro
- Designation: Deputy
- Department/Place of posting: Education/ BHS Teacher
- Mobile No: 9797307907
- Email id: hisham.ahmad@gmail.com
- Home District: Kulgam
- Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Dandpora B
- Local Government Directory (LGD) code of the Panchayat: 7225
(To be sourced from Rural Development Department/By DC)
- Name of CD Block: Kandpora
- Name of Tehsil: Kandpora
- Name of District: Kulgam

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: (6) Dandpora
- No. of hamlets in the Panchayat: 67
- No. of households in the Panchayat: 390
- Population (approx.) of the Panchayat: 3071/2

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

S. No.	Department	Designation of the officer/official
1	Education	Teachers
2	Health	Medical Assistant
3	RDD	Technical Assistant
4	Food and supply	Storekeeper
5	Social welfare	AWW
6	PDD	Line man
7	Forestry	Forest Guard
8	Agriculture	Asst Jtco.

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
- 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

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- 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	Partially furnished	Partially furnished
Computer/printer	Yes/No	Yes/No	rounds printer /
Telephone facility	Yes/No	Yes/No	no telephone facility available

2. FUNCTIONALITY:

- i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No
- Date of last meeting held: 20-11-2019
- ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No
- Date of last meeting held: 15-11-2019
- iii. Whether the Karnal 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

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v. Bank Account opening and receipt of funds:

Name of the Scheme	Separate bank account opened	Official 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	Panchayat Sarpanch	Yes/No	26.29 lakh	Yes/No
ICDS (Nutrition)	Yes/No	Supervisor	Yes/No	38,000	Yes/No
ICDS (Honorarium)	Yes/No	Supervisor	Yes/No	30,000	Yes/No
Mid Day Meals (MDM)	Yes/No	25	Yes/No	Nil	Yes/No
Own resources of Panchayat	Yes/No	X	Yes/No	X	Yes/No
Any other Scheme, If yes, indicate name	X	X	X	X	X

(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: 83 No. (83 % to total)

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- 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
- No. of works started: _____ No. (____ % to total)
- If no, reason thereof: Due to non-availability of interest facility
- 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: Government has not provided the items for some Anganwadi Centres
- 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: _____
- 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: _____
- b. Whether the Panchayat/Sarpanch is providing Mid day meal to the school children in the Panchayat: Yes/No ☒ No
- If no, reason thereof: _____
- 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 ☒ No
- b. If yes,
- Funds allocated to the Panchayat: Rs 31.45 lakh
- No. of works approved: 25
- No. of works started: No.
- No of works completed: No.
- No of Job Card holders in the Panchayat: 192
- No. of man days generated: 2502
- xi. Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/No ☒ No
- If yes, whether approved by the Gram Sabha: Yes/No ☒ No
- If no, reason thereof: Not approved

- xii. Whether subjects have been assigned by the Sarpanch to the Panchs. Yes/No
- xiii. Major challenges being faced by the Panchayat in functioning and execution of works: *Not in line, Post B2V, Programme.*
- 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-Tahsildar	Revenue		7/5
Parwar	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other			X

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- 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 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: _____
- 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
- 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) _____ X
- (2) _____ X
- (3) _____ X

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

If yes, amount released: Rs _____ lakh

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

Likely date of completion: _____ (date)

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1. Whether any work has been sanctioned/started up/commenced in the

sanctioned after 27-1-2019, please report

Sector/Department	Name of work sanctioned/started up	Whether completed (Yes/No)	Remarks

2. Whether any improvement in attendance of following Government functionaries has been noticed after 27-1-

a) Doctors/Paramedics/other health staff

b) Teachers/Ret Teachers

c) Anganwari Workers/helpers

d) RDO staff

e) JEs/other engineering staff

f) Agriculture extension staff

g) Agriculture extension staff

In case Government has shown improvement, please specify:

He is absent most of the time. No

officers/officials has not visited the Panchayat even once

of camp or tour of senior officer

7/7/2019

16.

Assess if major complaints received in 2019

Major area of complaint made during 2019	Department	Resolution/Complaint	Remarks
Complaint about lands (encroachment)	Ko A	Yes/No	Nothing has been implemented since 2019
Land/Encroachment	PP	Yes/No	
Land/Encroachment	Block	Yes/No	

17.

Major problems affecting the people

Major problem highlighted during 2019	Department	Resolution/Complaint	Remarks
Fluctuation of water supply & power supply in ATN	Sanitation	Yes/No	Nothing has been implemented since 2019
Fluctuation of water supply (cold problem)	Ko B	Yes/No	
Electricity problem	ABN	Yes/No	
Damaging water problem	PP	Yes/No	
Fluctuation of water supply (cold problem)	Block	Yes/No	

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G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GDP):

- i. Whether the GDP 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 GDP 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: _____

- v. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GDP Portal for preparation of GDP 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: _____

S. No.	Department	Designation	S. No.	Department	Designation
1	Education	Inspector	1	ICDS	AMW
2	KGB	Primary teacher	2	Post	Steno typist

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S. No.	Department	Designation	S. No.	Department	Designation
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3	Health	FMPHW	3	Education	Inspector
4	Revenue	Patwar	4	ICDS	AMW
5	POB	Line person	5	KGB	Primary teacher
6	Post office	Post office	6	Health	AMPHW
7	Gram Sabha	Post office	7		
8			8		

3	Health	FMPHW	3	Education	Inspector
4	Revenue	Patwar	4	ICDS	AMW
5	POB	Line person	5	KGB	Primary teacher
6	Post office	Post office	6	Health	AMPHW
7	Gram Sabha	Post office	7		
8			8		

3	Health	FMPHW	3	Education	Inspector
4	Revenue	Patwar	4	ICDS	AMW
5	POB	Line person	5	KGB	Primary teacher
6	Post office	Post office	6	Health	AMPHW
7	Gram Sabha	Post office	7		
8			8		

3	Health	FMPHW	3	Education	Inspector
4	Revenue	Patwar	4	ICDS	AMW
5	POB	Line person	5	KGB	Primary teacher
6	Post office	Post office	6	Health	AMPHW
7	Gram Sabha	Post office	7		
8			8		

3	Health	FMPHW	3	Education	Inspector
4	Revenue	Patwar	4	ICDS	AMW
5	POB	Line person	5	KGB	Primary teacher
6	Post office	Post office	6	Health	AMPHW
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5	POB	Line person	5	KGB	Primary teacher
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3	Health	FMPHW	3	Education	Inspector
4	Revenue	Patwar	4	ICDS	AMW
5	POB	Line person	5	KGB	Primary teacher
6	Post office	Post office	6	Health	AMPHW
7	Gram Sabha	Post office	7		
8			8		

3	Health	FMPHW	3	Education	Inspector
4	Revenue	Patwar	4	ICDS	AMW
5	POB	Line person	5	KGB	Primary teacher
6	Post office	Post office	6	Health	AMPHW
7	Gram Sabha	Post office	7		
8			8		

3	Health	FMPHW	3	Education	Inspector
4	Revenue	Patwar	4	ICDS	AMW
5	POB	Line person	5	KGB	Primary teacher
6	Post office	Post office	6	Health	AMPHW
7	Gram Sabha	Post office	7		
8			8		

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x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GDP 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: _____

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	Rao office	Development Programme	3 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)

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	57	874	—	—
Scholarship for Minority students	100	—	—	—
Pension - Old Age	132	—	—	—
Pension - Widow	210	2019	—	—
Pension - Disability	18	—	—	—
PM Kisan Nidhi	Nil	—	—	—
Ayushman Bharat	—	—	—	—
PM Jeevan Jyoti Bima Yojana	12	—	—	—
PM Suraksha Bima Yojana	150	—	—	—
PM Awas Yojana - Gramen	8	06	—	—
State Marriage Assistance Scheme	04	02	—	—

Schemes/Services	Barriers covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
MPEDA Job Card	192	46	un-eligible	271
Labi Bel	Nil	Nil	Nil	—
Sweet Brinj Mission-Individual Household Toilet	231	26	not applied	—
PM Ujjwas Yojana	81/12 covered	23/12	un-eligible	—
Ujjas	12/6	30/6	un-eligible	—
Jardian Account	90/6	12/6	un-eligible	—
PM Matsu Vandana Yojana	15	5	un-eligible	—
Schemes/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)	
Piped Water connection	200/12	un-eligible	Nil	
Electricity connection	20/6	un-eligible	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 headquarters.

* 1. Visiting Officer to fill number of cases pending and fresh demands.

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II) DOUBLING FARMERS INCOME:

1. IRRIGATION

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

1. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/land
2. Major sources of irrigation: Canal/Khula/Tube well/Ponds/Springs/Water harvesting Tanks/Panels/Others (please specify): ponds
3. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient
4. Are there any untapped irrigation sources in the Panchayat: Yes/No

✓ If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Pond/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: Topography

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

vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: 5

viii. No. of farmers who intend to use drip/sprinkler irrigation: 5 (Note)

ix. Any suggestions to improve irrigation facilities in the Panchayat: Topography area needs to be improved

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using high yielding variety seeds (Acoron, In %age)

ii. Are adequate HYV seeds available to the farmer: Yes/No

iii. If no, reasons therefor: they are poor quality

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LOANING FACILITY AVAILABLE TO THE FARMERS:

i. No. of farmers without Kissan Credit Card 130 (Nos.)

ii. No. of farmers who have availed loan facility through KCC during 2019

0 Nos.

iii. No. of farmers who applied for KCC Loan but not provided so far

65 Nos.

iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant):

a) ☒ Difficult processes and procedures

b) ☐ Delay by concerned Dept.

c) ☐ Delay by bank concerned

d) ☐ Any other problem, please specify: _____

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

Simple process of providing

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: _____

ii. If the surplus produce is not being sold in any market, what measures can be

taken to ensure its better marketing:

It should be organized market.

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

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

✓ If yes, please specify: _____

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

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

- i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Red/Satisfactory/Good/Excellent
- ii. Status of household/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	<u>Nil</u>	<u>250</u>
2	Dairy units	<u>Nil</u>	<u>100</u>
3	Sheep Units	<u>Nil</u>	<u>300</u>
4	Fish Ponds	<u>Nil</u>	<u>02</u>

1. 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: 15/2
- ii. Overall satisfaction level of the people about the ration shops:
- Poor/Satisfactory/Good/Excellent - no ration shop in this building for ration shop
- 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

j) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

1. Appraisal of KCC factors.
2. Probability of load ~~off~~ on Time
3. Proper: variation on time
4. needs: rules system
5. Hydrant level should be available.

- iii. Suggestions for encouraging more households/farmers to set-up new units
- From Punjab Food Corporation to be
- delegated to be established
- List 5 suggestions in order of priority which can help in increasing income of farmers/rural households:

Department	Average time taken	Remarks/details, if any
Revenue	• Within 1 month • More than 1 month • Never	
Social welfare	• Within 1 month • More than 1 month • Never	
Police Station	• Within 1 month • More than 1 month • Never	
PHE	• Within 1 month • More than 1 month • Never	

- h) any other: _____
- iii. Number of FIRs registered in last 3 months: 151
- 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: _____

PDO	• Within 1 month • More than 1 month • Never	• Within 1 month • More than 1 month • Never
Any other	• Within 1 month • More than 1 month • Never	• Within 1 month • More than 1 month • Never

v. Any specific observation or complaint regarding any particular department:

NO 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: See Appx.

iv. Number of children in the age group of 4-14 years enrolled in the schools: 480

v. Is there any High/Highest 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

1) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Urgent public requirements in order of priority (Max. 07):	1. Rural Connectivity (Poor)	2. Health (NTPHC with ambulance)	3. Drinking & Irrigation water Schemes	4. Electricity (SOLT & So HT poles, wires & 08 transformers)	5. Solid waste collection clusters & (Solid waste) service line at Bhatnagar PDD	6. Water supply & pump house	7. Tourism - model village & sports ground	8. Any major complaint brought to notice of the Visiting Officer:	9. Non-availability of agriculture & horticulture related facilities. But apart of private commercial. Condition of collection & transportation of the crop of the crop is not satisfactory. Against Season.
II										

III	Overall perception of functioning of the government:	As per locals, it is very poor. As it is far-fung area, govt. hardly pay any attention towards the development of the Panchayat.
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)	Panchayat is working properly in an organised manner. But most of the members are illiterate. govt. members should be given proper knowledge to assist the schemes.

Signature of the visiting officer
Name: Hiral Shrivastava