

Back to Village 2 (B2V2) - Report

(Formal to be filled up by the Reporting Officer during teacher two-day visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER

- Name: **DR LATIEF AHMED MIR**
- Designation: **VETERINARY ASSISTANT SURGEON**
- Department/Place of posting: **Animal Husbandry DEPT. KARACHI**
- Service No: **9999932239**
- Email id: **delawiaid@gmail.com**
- Home District: **PULHAWA**
- Date of visit: **25/26/27/28 November 2019**

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: **DRAGON - A**
- Local Government Directory (LGD) code of the Panchayat: **293490**
(To be sourced from Rural Development Department/ LGD)
- Name of CD Block: **Hajin**
- Name of Tehsil: **Hajin**
- Name of District: **Bandipora**

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: **01 (ONE)**
- No. of hamlets in the Panchayat: **11 (ELEVEN)**
- No. of Households in the Panchayat: **350**
- Population (approx.) of the Panchayat: **2784**

D) FRONTIER

S. No.	
1	
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D) FRONTLINE OFFICERS/OFFICIALS WHO ARE PRESENT DURING THE VISIT:

S. No.	Department	Designation of the officer/official
1	ROD	GRS / Nodal officer
	Agriculture	IAEO
2	PO	Line man
	Pichard	Superior
3	Flood Control & Irrigation	Water
	CCO	Shore keeper
4	Animal Husbandry	Veterinary Pharmacist
	Sheep Husbandry	Store Assistant
5	Education	Teacher
	Forest Department	Guard
6	ICOs	Anganwadi worker
	Health Department	Pharmacist
7	R & B	JE
	NGO	Social Activist
8	Industries & Commerce	Off
	Horticulture	HTG - 18

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat. Yes/No/Under construction. ☒ Yes
- If yes, whether functioning in: Own building/Other government building/Private building. ☒ Own building
- If no, whether land is available for construction of the Panchayat Ghar. Yes/No. ☒ Yes
- Whether the BDC office has been established (in case the officer visits Block Panchayat). Yes/Not yet applicable. ☒ Yes

d. If not, whether the bidding for BDC office has been started. ☒ Yes/☐ No

e. Facilities available in the Panchayat Raj institutions

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	☒ Yes/ ☐ No	☒ Yes/ ☐ No	
Computer/printer	☒ Yes/ ☐ No	☒ Yes/ ☐ No	Needs computer, printer, telephone & toilet facility
Telephone facility	☒ Yes/ ☐ No	☒ Yes/ ☐ No	

f. In case Panchayat has not been constituted, whether Administrator has been appointed. ☒ Yes/☐ No

g. 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 14-Nov-2019

j. Whether Gram Sabha meeting is being held regularly on quarterly basis. ☒ Yes/☐ No

Date of last meeting held 14-Nov-2019

k. Whether the Karmal register is being maintained by the Panchayat Secretary. ☒ Yes/☐ No

(Officer to inspect the register)

l. 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	Yes	Banking Secretary	Yes	₹ 33,77,32/-	Yes
ICDS (NATION)	Yes		Yes	N/A	Yes
ICDS (MAMAM)	Yes		Yes	N/A	Yes
Mid Day Meal (MDM)	Yes	VEC	Yes	₹ 672/-	Yes
Own resources of Panchayat (Sole Proprietor)	Yes	P.S	Yes	₹ 60,51,00/-	Yes
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 covered by Sarpanch.)

ii. Whether Panchayat Biodiversity Committee has been constituted: Yes

If no, the visiting officer to ensure that the Committee is constituted as follows (ensure and confirm): Biodiversity Committee was constituted 2. On Chairman, the Secretary and 5 members.

iii. 14th Finance Commission Award

a. Whether 4 year Action Plan 2015-20 has been prepared: Yes

b. Whether the detailed estimates for all works have been prepared: Yes

c. No. of works for which estimates have been prepared: 11/18 to 61 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 _____ No. (_____ % to total)

If no, reason thereof only one work order has been issued

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

1) Sanction

2) BDO

3) Others (specify): _____

vi. 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 purchased by CAPS ICDs line

Also mention if it is being purchased by someone else _____

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

if no, reason thereof No stock (food) items were seen in any of the Anganwadis during visit. Further, no food was served to children here 3 months

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

If no, reason thereof paid by CAPS ICDs via Hqs. directly

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)

18. 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 School authorities are themselves purchasing the same, forwarding bills to CEO/CSO.

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

If no, reason thereof provided by concerned school itself.

Also mention if it is being provided by someone else _____

- c. Whether the record in 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. MGNREGS:

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

b. If yes,

✓ Funds allocated to the Panchayat, Rs. 22.00 lakh

✓ No. of works approved: Nil

✓ No. of works started: Nil

✓ No. of works completed: Nil

✓ No. of Job Card holders in the Panchayat: 264

✓ No. of man days generated: 0

- c. Whether the Action Plan for Sooty 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 POs should frame a committee & discuss with them under his supervision

ii. Whether subjects have been assigned by the Sarpanch to the Panchayat members?
If no, whether subjects have been assigned in presence of the Sarpanch?
Yes/No (No Sarpanch available)

iii. Major challenges being faced by the Panchayat in functioning and service 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	
COPO	Social Welfare	Yes/No	
TSWO	Social Welfare	Yes/No	
Anganwadi Supervisor	Social Welfare	Yes/No	
Headmaster/Principal/ZEO	School Education	Yes/No	
IC MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Talsildar/Halp-Talsildar	Revenue	Yes	
Patwari	Revenue	Yes/No	
Agriculture Extension Officer	Agriculture	Yes/No	
Horticulture Extension Officer	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other	NGO	Yes/No	
	NGO	Yes	

b) Is the Panchayat facing any difficulty in execution of work, identification of beneficiaries or other schemes.

✓ Non co-operation by officials: Yes/No ✓

If yes, who Delay to release of funds (specify)

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

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

✓ Delay in administrative approval by officials: Yes/No ✓

If yes, how long: 40 (specify number of days)

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

✓ Any other difficulty, give details: There is delay in the release of funds in keeping account

F) FOLLOW UP OF BACK TO VILLAGE-1 (BZVT)

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

If not, likely date of completion: Not even started (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) None of the works have been started even

(2) _____

(3) _____

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

If yes, amount released: Rs. _____ lakh

Whether works identified in BZVT have been started: Yes/No ✓

Likely date of completion: Not started (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:
RDO	Drainage	Not	yet to start

v. Whether any improvement in attendance of following Government functionaries has been noticed after B2V-1:

- | | |
|---|--|
| i) Doctors/Paramedics/other Health staff | (Yes/No) ☒ Yes ☐ No |
| ii) Teachers/RaT Teachers | (Yes/No) ☒ Yes ☐ No |
| iii) Anganwari Workers/Helpers | (Yes/No) ☒ Yes ☐ No |
| iv) RDO staff | (Yes/No) ☒ Yes ☐ No |
| v) Asst/other engineering staff | (Yes/No) ☒ Yes ☐ No |
| vi) Agriculture/Horticulture staff | (Yes/No) ☒ Yes ☐ No |
| vii) Animal Husbandry/Sheep Husbandry staff | (Yes/No) ☒ Yes ☐ No |

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

Any department whose staff is absent most of the time: None

Any department whose officers/officials has not visited the Panchayat even once since B2V-1: None officials

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V-1: None

vi. Areas of major complaints brought to notice

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Rapeland Jetties at Madhav - A	PHE, RDO	Yes	No estimate for work or identification for land has been made.
Roads (Main & Line roads)	R&B	Yes	Only the previous condition of roads have been seen off.
Primary Health Centre	Health	Yes	The PHC building is long standing since 2007.

vii. Major problems confronting the people

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Completion of construction of PHC building at Madhav	Health, RDO, R&B	Yes	Urgent need of completion of work of PHC building.
Spade work for Madhav plant	R&B, RDO	Yes	Spade work only left to Madhav from existing 5 and 10 mg plant.
Maintenance of roads	R&B, RDO	Yes	Condition of main road from Madhav to Hagra is very bad.
Fencing of school building & renovation of drinking one	R&B, RDO	Yes	Fencing of high school building & wellman is highly required.
Govt building for Animal Husbandry Centre	R&B, RDO	Yes	Most of the households economy rely on animal husbandry sector. They do not need of animal husbandry building and their maintenance.

G-PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

- a. 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 _____

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

- c. 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 _____

- d. 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 _____

- e. 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 proper presence and confirm _____

- f. 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 (28/11/19)			2 nd Meeting Date (14/12/19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	Animal Husbandry	SVP	1	AOO	GRS
2	Sheep Husbandry	ASM	2	Animal Husbandry	SVP

1 st Meeting Date (20/10/19)			2 nd Meeting Date (14/11/19)		
S. No.	Department	Designation	S. No.	Department	Designation
3	RDD	GRS	3	Sheep Husbandry	LSA
4	NGO	Social Activist	4	PDD	Line man
5	Industries & Commerce	Occ.	5	NGO	Social Activist
6	PDD	Line man	6	Fisheries	Supervisor
7	R&B	IE	7	Irrigation & Flood control	Inspector
8	Health	Pharmacist	8	Orchids & Fairs	Guard

If no, reason thereof _____

vi. 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 _____

vii. Whether the GPDP Plans are being approved by the Gram Sabha. Yes/No

If no, reason thereof _____

viii. Whether the approved Plans and Facilities (feedback) reports are being uploaded through Poon Portal. Yes/No

If no, reason thereof _____

(VLEW to demonstrate the reports to the Visiting Officer)

- i. Whether the critical gaps identified in the Panchayat during Mission Aardram Survey, 2018 are being bridged while preparing GPDP plan for 2020-21. ☒ Yes

If no, reason thereof: _____

2. SOCIAL AUDIT:

- i. Whether the details with regard to the schemes being implemented by the Gram Panchayat 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: Reason being shortage of funds given in recurring bill

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
13	Madurai - 4		

- 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	03	Nil		
Scholarship for Minority students	Nil	-		
Pension - Old Age	48	41		
Pension - Widow	27	09		
Pension - Disability	28	19		
PM Kisan Nidhi	234	56		
Ayushman Bharat	99	32	Admission card not available.	
PM Jeevan Jyoti Bala Yojana				
PM Suraksha Bala Yojana				
PM Awas Yojana - Gramin		60		
State Marriage Assistance Scheme	Nil	Nil		

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Remarks
NREGA Job Card	264	71		
Land Bank	Scheme not launched in Dist. As per Govt.			
Swachh Bharat Mission-Individual Household Toilets	230	125		20
PM Ujjwala Yojana				
Ujjala				
Jandhan Aardram				
PM Matsya Vandana Yojana	20	15	Interest less	

* The visiting officer to monitor activities was list of individual beneficiaries who are interested to avail the benefit under the schemes. He/she to also collect any applications and handover of 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	150	Insufficient water supply	
Electricity connection	Nil		

- * Working officer to include the list of individuals/families who need such connections. He/she to also collect any applications and forward it to the District Headquarters.

II. DOUBLING FARMERS INCOME

1. IRRIGATION

- Topography of the Panchayat: Semi Arid/Highly Mountainous ✓
- Main sources of irrigation: Canal/Hand Tube well/Pond/Springs/Water harvesting Tanks/Rainfed/Other (please specify) ✓
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient ✓
- Are there any untapped irrigation sources in the Panchayat: Yes/No ✓
 If yes, please specify (Canal/Ground Water/Borewell/Lake/Spring/Pond/Other other water body) (tick as many as needed) ✓
- Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/No ✓

If yes, please specify: People can divert to construct fish & duck farming to boost the income.

- Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No ✓
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: Nil
- No. of farmers who intend to use drip/sprinkler irrigation: Nil (None)

- Any suggestions to improve irrigation facilities in the Panchayat:

Fields are water logged in autumn & winter season, thus only one crop per year (wheat) is cultivated.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 5-10 %) ✓
- Are HYV seeds available to the farmers: Yes/No ✓
- If yes, reasons thereof: _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card _____ (None)
- No. of farmers who have availed loan facility through KCC during 2012-13 _____ Nos.
- No. of farmers who applied for KCC Loan but not provided to him _____ Nos.

- Problems being faced by farmers in availing KCC loan (tick whichever apply)
 - Difficult processes and procedures _____
 - Delay by concerned Deptt. _____
 - Delay by bank concerned _____

d) Any other problem, please specify: There is main problem in giving a loan by bank officials. Most of the people complain they are for a guarantee in availing KCC loan.

e) 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: Local mandis should be constituted for agri. & horti. surplus products.
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce _____

5. DIVERSIFICATION TO HIGH VALUE CROPFruit:

- i. Is there any scope/potential for diversification towards high value crop/fruit 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)
01			High density apple orchards have good scope to boost the income of farmers.
02			High density walnut plants should be provided by concerned departments.
03			

6. INCREASING LIVESTOCK PRODUCTION:

- i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/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 household/farmers engaged	No. of household/farmers interested in setting up new units
1	Backyard Poultry	125	10 (6+4)
2	Cow/Goat	60	25
3	Sheep/Goat	15	10
4	Fish/Poultry	02	02

ANIMAL/GOAT/GOAT

- Breeding population - 422. Sheep - 950.
- Milk production (LPS) - 2400 L. Goat - 60.
- Banded - 410, Buck - 10 (10/-)

6. Suggestions for encouraging more households/farmers to set up more...
- Govt. & Institutional Subsidies and loan benefits
 - High yielding varieties of seeds & plants be provided

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

1. Integrated fish and duck farming in low lying tract has a great scope to boost the income of farmers & overall economy of the area. Loans and subsidies should be provided to them on subsidized rate.
2. High density apple & walnut orchards can be increased to increase the small income of marginal farmers.
3. Cottage & small industries can be opened by the govt. for unemployed youth.
4. Local markets (fruit & vegetable) can be opened in the area & sale of them on mass level.

8) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

1. Whether Aardhar card has been provided to all people in the Panchayat: Yes/No
If no, the number of people in the Panchayat yet to get Aardhar card: _____

2. Overall satisfaction level of the people about the ration shops:
None/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 ☒ |

- vi. any other _____
- vii. Number of FIRs registered in last 3 months: _____
- viii. Are people generally satisfied by response of Police to complaints: Yes/No
- ix. Is copy of FIR given to people: Yes/No
- x. Are people satisfied about the overall security situation in Panchayat: Yes/No
- xi. Any suggestions: _____

- xii. Public perception:
- a. Are departmental staff available: Poor/Good/Very Good/Excellent
- b. Are departmental staff responsive: Poor/Good/Very Good/Excellent
- c. Average time taken for processing of application/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	
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	

III. Overall perception of functioning of the government

Perception of people regarding functioning of Govt. but can't be called backward. People are quite enthusiastic about the schemes & works to be done for them. They need full faith & hope in Govt. to meet their. Therefore should be requested to practically see this so that their faith in Govt. increases.

IV. Overall assessment of visit and suggestions:

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

The visit of the Officer was welcomed with full hope & belief that the people that their demands will be fulfilled even though some of the previous demands were not till date.

It is not all but at least the 14 major demand points suggested should be given a practical touch (a start) that if schemes & facilities should be met. Once the village is an official primary school be open.

30/4/09.

Signature of the visiting officer
Name: Dr. Latif Ahmad Mir

Govt Middle S

31/08/19-60.

Working Officer

in Village Programme

Public Programme & ...

Administrative ...

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