

Dharmound



Back to Village-3

B2V3

October 02-12, 2020
Governance at Peoples' Doorstep



Government of Jammu & Kashmir

Jammu & Kashmir NEW VISION NEW HORIZON



LIEUTENANT GOVERNOR
JAMMU & KASHMIR



RAJ BHAWAN
SRINAGAR

Message

I am delighted to learn that the 3rd version of the much-acclaimed *Back to Village-3* (BtV-3) programme, a unique and ambitious exercise of taking government to the doorstep of people is being organized from 2nd to 12th October 2020, across Jammu & Kashmir.

In June 2019, the Government of Jammu and Kashmir embarked on the *Back to Village* programme, which involved the visit of over 4000 Gazetted officers of J&K to every Panchayat and spending two days and a night there. It was also an opportunity to support and strengthen the newly constituted Panchayats. The programme was a huge success. Visiting officers were welcomed and feted by populace eager to share its troubles and travails with what they had perceived as an unresponsive administration. In fact such was the enthusiasm generated by the programme that the Hon'ble Prime Minister made a mention of it in his 'Man Ki Baat', calling it 'a festival of development, public participation and public awareness.'

Encouraged by the success of the programme, the government organized the *Back to Village-2* (BtV-2) in November 2019. This time the focus was on ensuring that funds and functions devolved to the Panchayats were used without any bottlenecks and that beneficiary oriented schemes actually reach the last person in the queue. The Hon'ble Prime Minister again made mention of the programme in his Independence Day speech of 2020.

I believe the upcoming version of the *Back to Village-3* (BtV-3) programme will be an attempt at a concentrated and determined developmental push in the region. The actual programme shall be preceded by a three week Jan Abhiyan (Aam Mi Muhim) which shall focus on 3 concurrent and interconnected goals: Jan Surwai (Aam Surwai - Public grievances redressal), Adhkar Abhiyan (Muhim Baral-e-Haqooq) - Public Service Delivery and Umrul Qam Abhiyan (Dekh Taragiyati Muhim) - Delivery of Development on ground.

I am confident that this unique effort shall earn the respect of the people of Jammu and Kashmir and that it will be remembered for long as a unique and sincere effort of the government to reach the doorsteps of the people.

14th September, 2020

(Manoj Sinha)

Srinagar

General Instructions for the Visiting Officer

- 01 The visiting officer shall lead a meeting with the Deputy Commissioner of the District before undertaking the village visit. During this meeting, he/she shall be briefed about the action plan by the District regarding provision of water supply. He/she shall collect a detailed action plan report of the water supply committee/operation of the provision from the village. He/she shall also be briefed about the 'water supply' intervention regarding the activities related to the 'water supply' and 'water supply' intervention during the intervention period phase.
- 02 He/she shall collect the budget from Deputy Commissioner's office in which several copies have been retained with a copy of the same. He/she shall be briefed by the District team. The visiting officer must check that the same has been done.
- 03 He/she shall also collect the draft MCHADS and IP-EC plan, list of water beneficiaries, list of person beneficiaries, and percentage reservation from the Deputy Commissioner's office.
- 04 A suggested activity schedule has been prepared for the visiting officer. It shall be reported on the sheet by regular to all activities and identify mentioned in the schedule as carried out/ covered fully.
- 05 The visiting officer should try and visit as many local institutions, including schools, health Anganwadi centres, etc. as possible. He/she should prepare a special report on whether any improvement has been noted or any problem/issue raised by the people regarding the same has been addressed or not.
- 06 He/she should visit all the wards of the Panchayat and participate in the Gram Sabha. He/she should be briefed about the status and fund release details of the water supply and provision provided to the Panchayat/Commissioner on his return. He/she shall hold meeting with BDK members, Panchayat members and other staff members of gram Panchayat and submit the details of the issues raised to the Deputy Commissioner. He/she shall also hold informal meetings with the members of the Panchayat and assess the level of functionality of the Panchayat, infrastructure available, the reach of the government programmes and the satisfaction level of the people with various activities including the Jan Aashan/ Anganwadi program.
- 07 The officer shall attend the Gram Sabha in which the Gram Sabha pass the draft MCHADS and IP-EC plan with or without changes. A detailed report on the meeting shall be prepared and handed over to the Deputy Commissioner on return. He/she should also read out the list of water beneficiaries and provision beneficiaries in the Gram Sabha and ensure signing out of any receipt or draft related benefits. The list regarding these details should be handed over to the Deputy Commissioner's office.

Jan Abhiyan

September 10-30, 2020

If history of being under EDC control at different departments, especially those involving medical procedures

- Current information copies of EDC's current procedures
- Annual/Grant budgets
- Full/Partial Budgets/Reports
- History of history/development/changes of the following departments:
 - Annual/Grant reports
 - Activities
 - Personnel
 - Personnel/History
 - Non-Sponsored/Grants
 - Financials
 - Any document which has records or historical/banking history

6. The record of EDC's financial

Day 5

1. History of EDC's financial records - proceedings to be recorded and signed including the record over to DC

- 2. Various management history with Department/Parent/EDC Chairman
 - Long-term projects
 - Progress reported or achieved across the EDC (MEDICAL, EDC or any other EDC, other) and other systems
 - Specific management of issues completed under Parent/Chairman/EDC

Important notes

- 1. Visiting Officer to ensure that EDC's will all work completed under EDC in accordance with the rules and regulations of the EDC and also ensure that all computer records for both physical and digital
- 2. Visiting Officer to ensure that ALL EDC records are under DC's control and that all records are under DC's control and that all records are under DC's control

Documents to be provided to the Visiting Officer by the DC

1. Copies of EDC and DC's records as EDC by the visiting officer in June/November 2019
2. The record of EDC's financial records (all in EDC) - record of all EDC's financial records
3. Full/Partial Budgets/Reports and all of EDC's financial data
4. Developmental progress/updates of the EDC financial records
 - Annual/Grant Report on annual/development/changes of EDC and DC's
 - Full/Partial Budgets/Reports/updates/changes of EDC and DC's under the following heads:
 - EDC
 - EDC Grants
 - EDC Income
 - EDC Expenses
 - EDC Assets
 - EDC Liabilities
 - Any other work
 - Any other developmental records whether paid or unpaid related to the EDC financial records
 - Any other records/updates/changes of EDC's financial records/updates for EDC or any other department/updates/changes of EDC
5. Financial/developmental records
 - Financial/developmental records for the year 2019-20
 - EDC's financial records for the year 2019-20
 - List of EDC's financial records
 - List of EDC's financial records
6. List of EDC's financial records
 - Annual/developmental records to be provided by the visiting officer
 - Annual/developmental records to be provided by the visiting officer
7. Financial/developmental records

Documents to be returned by the Visiting Officer to the DC

1. EDC's financial records - one copy
2. EDC's financial records - EDC's financial records and DC's financial records
3. List of EDC's financial records
4. EDC's financial records - EDC's financial records
5. EDC's financial records - EDC's financial records
6. EDC's financial records - EDC's financial records
7. List of EDC's financial records
8. Any records, that the visiting officer to submit to the DC's financial records
9. Copy of EDC's financial records - EDC's financial records

Back to Village (B2V3)

October 02-12, 2020

(To be filled up by the Reporting Officer during his/her three day visit to the Panchayat. Fields marked with asterisk (*) have to be filled by the District Administration before the booklet is handed over to the visiting officer.)

A) Details of Reporting Officer:

- Name HARBANS LAL
- Designation JOINT DIRECTOR EDUCATION
- Department/ place of posting School Education
- Mobile No 94196-15662
- Email ID harbans.lal@gmail.com
- Home District Rajouri
- Dates of visit 7, 8, 9th of October

B) Locational details of Panchayat:

- Name of the Panchayat DHARMOUND
- Local Government Directory (LCD) code of the Panchayat 7150
(To be sourced from Rural Development Department/ by DC)
- Name of CD Block BATE
- Name of Tehsil BATE
- Name of District RAMBAN

C) Panchayat Profile:

- No. of revenue villages in the Panchayat 01
- No. of hamlets in the Panchayat 7 wards
- No. of households in the Panchayat 416
- Population (approx) of the Panchayat 2392 (approx)

D-1) Freetime Officers/ Officials who were assigned to the Panchayat for the programme:

1	Mr. Srinivas	From 1st Div		
2	Mr. Srinivas	From 1st Div		
3	Mr. Srinivas	From 1st Div		
4	Mr. Srinivas	From 1st Div		
5	Mr. Srinivas	From 1st Div		
6	Mr. Srinivas	From 1st Div		
7	Mr. Srinivas	From 1st Div		
8	Mr. Srinivas	From 1st Div		
9	Mr. Srinivas	From 1st Div		
10	Mr. Srinivas	From 1st Div		

D-2) Details of absent employees vis-a-vis list furnished by the DC:

1				
2				
3				
4				
5				

E) Strengthening of Gram Panchayats:

1. Infrastructure:

1. Are there any Gram Panchayat in the Panchayat area? If yes, under construction? If no, when? Undergoing a construction? Other government buildings? Private building? The number and location for construction of Gram Panchayat?

2. Are there any Gram Panchayat in the Panchayat area?

1	Are there any Gram Panchayat in the Panchayat area?	Yes/No	
2	Are there any Gram Panchayat in the Panchayat area?	Yes/No	
3	Are there any Gram Panchayat in the Panchayat area?	Yes/No	
4	Are there any Gram Panchayat in the Panchayat area?	Yes/No	
5	Are there any Gram Panchayat in the Panchayat area?	Yes/No	
6	Are there any Gram Panchayat in the Panchayat area?	Yes/No	
7	Are there any Gram Panchayat in the Panchayat area?	Yes/No	
8	Are there any Gram Panchayat in the Panchayat area?	Yes/No	
9	Are there any Gram Panchayat in the Panchayat area?	Yes/No	
10	Are there any Gram Panchayat in the Panchayat area?	Yes/No	

1. Whether a constitution and rules-regulation has been prepared for the Panchayat? If yes, when? If no, when? If yes, whether prepared for the Panchayat and Gram Panchayat?

2. Functionality:

A) General activities:

1. Are there any meetings being held? If yes, when? If no, when?
2. No. of Gram Panchayat meetings held per month: _____
3. No. of Gram Panchayat meetings held per year: _____
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100. No. of Gram Panchayat meetings held per year: _____

Fit Jan Abhiyan / Aarogya Muktam activities:

Source: Social Performance Assessment Report for Financial Performance to the end of FY 2020
 Activity: Jan Abhiyan / Aarogya Muktam
 Activity: Jan Abhiyan / Aarogya Muktam
 Activity: Jan Abhiyan / Aarogya Muktam

1. Overall Certificates issued :

Category	2019	2020	2021	2022	2023	2024
Total	1200	274	251	-	-	-
Jan Abhiyan	1500	-	-	-	-	-
Aarogya Muktam	450	45	100	-	-	-
Others	-	-	-	-	-	-

2. Category certificates issued :

Category	2019	2020	2021	2022	2023	2024
Jan Abhiyan	1500	-	-	-	-	-
Aarogya Muktam	450	45	100	-	-	-
Others	-	-	-	-	-	-

3. Revenue papers issued

Category	2019	2020	2021	2022	2023	2024
Total	14	14	14	14	14	14
Jan Abhiyan	200	200	200	200	200	200
Aarogya Muktam	400	400	400	400	400	400
Others	0	0	0	0	0	0

4. Births / Deaths / Disability Certificates : No record beginning from April 1, 2020

Category	2019	2020	2021	2022	2023	2024
Birth Certificates	172	19	12	12	12	12
Death Certificates	-	-	-	-	-	-
Disability Certificates	-	-	-	-	-	-

5. Janmukh seeding of Baitan Seed :

Category	2019	2020	2021	2022	2023	2024
Total	1200	150	10	10	10	10
Janmukh	1200	150	10	10	10	10
Others	10	10	10	10	10	10

6. Health :

Category	2019	2020	2021	2022	2023	2024
Health	72	-	72	72	72	72
Others	65	-	65	65	65	65

7. National Social Assistance Programme (NSAP) :

Category	2019	2020	2021	2022	2023	2024
NSAP	1000	1000	1000	1000	1000	1000
Others	1000	1000	1000	1000	1000	1000
Total	2000	2000	2000	2000	2000	2000

13. Universal Sanitizing Scheme

1. No. of schools	2. No. of students	3. No. of teachers	4. No. of toilets	5. No. of hand pumps	6. No. of hand disinfectant dispensers
10	1000	100	10	10	10

14. School Activities:

- 1. No. of schools participating in 19 one school activity organized for 1 month
- 2. No. of students participating in 19 one school activity organized for 1 month
- 3. No. of teachers participating in 19 one school activity organized for 1 month
- 4. No. of schools participating in 19 one school activity organized for 1 month
- 5. No. of students participating in 19 one school activity organized for 1 month
- 6. No. of teachers participating in 19 one school activity organized for 1 month

15. Basic Facilities

- 1. No. of schools with 19 one school activity organized for 1 month
- 2. No. of students with 19 one school activity organized for 1 month
- 3. No. of teachers with 19 one school activity organized for 1 month
- 4. No. of schools with 19 one school activity organized for 1 month
- 5. No. of students with 19 one school activity organized for 1 month
- 6. No. of teachers with 19 one school activity organized for 1 month

1. 19 one school activity organized for 1 month

2. 19 one school activity organized for 1 month

3. 19 one school activity organized for 1 month

4. 19 one school activity organized for 1 month

5. 19 one school activity organized for 1 month

6. 19 one school activity organized for 1 month

16. Pradhan Mantri Awas Yojana (PMAY)

- 1. No. of houses sanctioned during the period 19 one school activity organized for 1 month
- 2. No. of houses sanctioned during the period 19 one school activity organized for 1 month
- 3. No. of houses sanctioned during the period 19 one school activity organized for 1 month
- 4. No. of houses sanctioned during the period 19 one school activity organized for 1 month
- 5. No. of houses sanctioned during the period 19 one school activity organized for 1 month
- 6. No. of houses sanctioned during the period 19 one school activity organized for 1 month

17. Community Sanitary Complex (CSC) Status

- 1. No. of schools with 19 one school activity organized for 1 month
- 2. No. of students with 19 one school activity organized for 1 month
- 3. No. of teachers with 19 one school activity organized for 1 month
- 4. No. of schools with 19 one school activity organized for 1 month
- 5. No. of students with 19 one school activity organized for 1 month
- 6. No. of teachers with 19 one school activity organized for 1 month

18. HOPE/ICA

- 1. No. of schools with 19 one school activity organized for 1 month
- 2. No. of students with 19 one school activity organized for 1 month
- 3. No. of teachers with 19 one school activity organized for 1 month
- 4. No. of schools with 19 one school activity organized for 1 month
- 5. No. of students with 19 one school activity organized for 1 month
- 6. No. of teachers with 19 one school activity organized for 1 month

1	100				
2	100				
3	100				
4	100				
5	100				

1. No. of complaints received

20. Work under Order and CSS:

1	100				
2	100				
3	100				
4	100				
5	100				

21. Feedback

1. No. of work under the order for the year 2017-18
 2. No. of work under the order for the year 2018-19
 3. No. of work under the order for the year 2019-20
 4. No. of work under the order for the year 2020-21
 5. No. of work under the order for the year 2021-22

1. No. of work under the order for the year 2017-18
 2. No. of work under the order for the year 2018-19
 3. No. of work under the order for the year 2019-20
 4. No. of work under the order for the year 2020-21
 5. No. of work under the order for the year 2021-22

22. Others:

1. No. of work under the order for the year 2017-18
 2. No. of work under the order for the year 2018-19
 3. No. of work under the order for the year 2019-20
 4. No. of work under the order for the year 2020-21
 5. No. of work under the order for the year 2021-22

1. No. of complaints received
 2. No. of complaints received
 3. No. of complaints received

23. Feedback regarding service delivery during Jan Abhiyan/ Karam Muhim

1	100				
2	100				
3	100				
4	100				
5	100				

1	100				
2	100				
3	100				
4	100				
5	100				

G) Activities during B2V3:

DAY 1:

i. Whether meeting held with BCC/Panchayat members/ prominent citizens. Yes/No

ii. No. of Panchayat Members present 240

iii. Issues raised during the meeting

1. Road Connectivity and cement bridge required Chavand, Talajga
2. Requirement of electric poles in ward No. 07, a separate PHE (Jalshakti) 570, needs to be brought under 1800 of Division. Same need in tal. Kurlan, tal. Saini
3. Water connection needs to be provided in left and right
4. P.S. Thane, District Hospital is still not water supply to hospital, water pvt. needs to be brought under different

iv. Important establishments/ institutions visited (Please tick) Division Kambhoj

School

2. PHE/CHC

3. Veterinary clinic

Anganwadi centre

PDS/ration depot

6. Any industrial establishment

7. Government offices

8. _____

9. _____

10. _____

11. Any other _____

v. Total number of wards in the Panchayat 07

vi. No. of Ward Sabha held 07

vii. No. of villagers present during the Ward Sabha 240

viii. Whether any resolution passed Yes/No

ix. Citizen Information Board visited Yes/No

x. Wall painting of works of 2019-20 inspected Yes/No

xi. Name of the departments whose works displayed in the paintings:

1. RDD

1. School welfare department, 1000
2. School education department
3. _____
4. _____

DAY 2:

1. Gram Sabha

i. Location of Gram Sabha Chavand near Panchayat Office

ii. No. of villagers present during the Gram Sabha 225

iii. Whether resolution passed for MGNREGS Plan Yes/No

iv. Whether resolution passed for 15th FC Plan Yes/No

v. Whether list of Awasar beneficiaries read out Yes/No

vi. No. of ineligible beneficiaries removed _____

vii. Whether list of pension beneficiaries read out Yes/No

viii. Whether people made aware about the Covid-19

• Use of masks Yes/No

• Sanitizers Yes/No

• Social distancing Yes/No

ix. Whether Panchayat Newsletter distributed Yes/No

x. Whether any mega cultural/ social/ sports event held Yes/No

Details thereof Sports event was held in which students participated

Following games were held @ Badminton, Carrom,

Chess, a cricket match, cultural programme,

Social distancing

xi. Details of scheme benefits extended/ services distribution

ci. No. of Domestic certificates distributed 2000, 1000, 1000, 1000

cd. No. of sports kits distributed cricket match, ping pong, badminton

ce. No. of students distributed uniforms/ bags/ books _____

- a) No of recycled products sent distributed _____
- b) No of publications distributed _____
- c) No of Aquaponic System / garden carts distributed _____
- d) No of 24 hour Carts distributed _____
- e) Others _____

40. Whether any water conservation work started? Yes/No Yes

Details thereof Spring At School

41. Whether any improvement of any other department especially those included in individual beneficiaries like Agricultural Horticulture Animal Sheep Husbandry Handicraft Handloom Floriculture etc. found Yes/No

Details thereof _____

42. Whether Teacher Adayan activity found? Yes/No Yes

43. Brief description of the activity _____

DAY 3

I. Maha Satha

1. Attendance 55

2. Resolution passed if any Yes

3. Issues raised

1. Storage of drinking water
2. MS Pipe in ward, School Bus, Store as per schedule
3. Hand craft contest, also another event to be planned in classroom

II. Bal Satha

1. Attendance 25

2. Resolution passed if any 1. Spot Notice required to go to school at 8:00 AM

44. Issues raised

1. 1st ward 10-3 school building got damaged, safety, dist. and of building, school building needs to be constructed as school of ward no 3 & 7 are suffering badly and sitting in open area.
2. 2nd ward 1st building, students need to be kept separate in 2. Bus to the ground available, land is available at ward 4
3. School building needs to be opened in ward no 1 & 2.

Sl. No.	Particulars	Cost	Value	Whether work completed/ongoing	Whether work completed/ongoing
1					
2					
3					
4					
5					

Important Note: At least one work identified as reflected in BVA/BVS to be physically and financially completed in every Panchayat and the reported by Village Officer

IV. Other works completed/ongoing

Sl. No.	Particulars	Cost	Value	Whether work completed/ongoing	Whether work completed/ongoing
1	<u>6 feet work in school bus</u>	<u>2.80</u>	<u>3.20</u>	<u>Yes</u>	<u>Yes</u>
2	<u>MS pipe for school bus</u>	<u>5.09</u>		<u>Yes</u>	<u>Yes</u>
3	<u>cost of 1st floor school building</u>	<u>4.96</u>		<u>Yes</u>	<u>Yes</u>
4	<u>2 feet work in school bus</u>	<u>4.76</u>		<u>Yes</u>	<u>Yes</u>
5	<u>Table at school</u>	<u>1.59</u>		<u>Yes</u>	<u>Yes</u>
6	<u>1 feet work in school</u>	<u>3.00</u>		<u>Yes</u>	<u>Yes</u>

Sl. No.	Name of the person	Address	Age	Sex	Religion	Occupation	Remarks
1							
2							
3							
4							
5							

PERSONAL NOTE

1. Name of the person to be identified by Gram Panchayat / Gram Sabha preferably before the end of every month of BPO and BPO
2. Address of the person to be identified and checked - household name to be listed by the Village Officer

20. Data of persons of other religions:

Sl. No.	Name of the person	Address	Age	Sex	Religion	Occupation	Remarks
1							
2							
3							
4							
5							

HI FOLLOW UP OF BACK TO VILLAGE-1 & 2 (BVA & BVB):

Sl. No.	Name of the person	Address	Age	Sex	Religion	Occupation	Remarks
1							
2							
3							
4							
5							
6							
7							

1. List of Back to Village (BVA) & BVB

1	Women's Union	Meeting to be held				
2	Self Help Group	Meeting to be held				
3	Other	Meeting to be held				
4						
5						
6						
7						

1	Round successful		
2	Water supply		
3	Health		
4	Education		
5	Availability of drinking water		
6	Availability of drinking water		
7	1000 Poles		
8	Cost feasibility of project	Yes	Approved for funding
9	1000 poles		
10	1000 poles		
11	1000 poles		
12	1000 poles		
13	1000 poles		
14	1000 poles		
15	1000 poles		
16	1000 poles		
17	1000 poles		
18	1000 poles		
19	1000 poles		
20	1000 poles		

Approved by _____

GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
2	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
3	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
4	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
5	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
6	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
7	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
8	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
9	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
10	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
11	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
12	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
13	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
14	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
15	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
16	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
17	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
18	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
19	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.
20	Project is important enough to be given the priority given	Yes	Water supply is an essential service for the people of the area.

Signature of the visiting officer _____

Name: **HARSH KUMAR (V.O.)**

Designation: **Senior District Engineer**