

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:

- i. Name: *Mohd - Qasim*
- ii. Designation: *LEO (Local Edu. Officer)*
- iii. Department/place of posting: *Edu/ Lower Hathal*
- iv. Mobile No: *7051946511*
- v. Email id: *qasim70011@gmail.com*
- vi. Home District: *Rajouri*
- vii. Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: *SANGPUR. NARI'A. West*
- ii. Local Government Directory (LGD) code of the Panchayat: *245474*
(To be sourced from Rural Development Department/by DC)
- iii. Name of CD Block: *DOONBI*
- iv. Name of Tehsil: *Nowshera*
- v. Name of District: *Rajouri*

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: *03*
- ii. No. of hamlets in the Panchayat: *- 00*
- iii. No. of households in the Panchayat: *300*
- iv. Population (approx.) of the Panchayat: *2500*

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

S. No.	Department	Designation of the officer/official
1	- Horticulture - Sericulture	HTG - III BEAT WATCHER.
2	- ANIMAL Husbandry. - Social Forestry -	Vet. Pharmacist SFW.
3	- RDD - - Sheep Husbandry	VLW./GRS/MYC Assist. Stockman
4	- Education - - Forest - - PHE.	I/C Sr. Teacher. Watchman. Daily Wages.
5	- Health - ICDS	FM PHW. AW C Supervisor.
6	- Agriculture. - Revenue	A.E. A Patwari
7	- DWJ - - PDD -	JE / AR. JE
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E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

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

iii. If not, whether the building for BDC office has been identified: Yes/No/Not applicable

iv. Facilities available in the Panchayat Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No ✓	Yes/No	
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: 13-11-2019

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

Date of last meeting held: 18-11-2019

iii. Whether the Kargai 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 signature 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/No ✓	✓	Yes/No ✓	20.10	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓		Yes/No ✓	8062/2	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓		Yes/No ✓	72900	Yes/No
Mid Day Meals (MDM)	Yes/No ✓		Yes/No ✓		Yes/No ✓
Own resources of Panchayat	Yes/No ✓		Yes/No ✓		Yes/No ✓
Any other Scheme, if yes, indicate name					

(Visiting Officer to personally check the Passbook and enter the above details. He/she will also check that the bank account is in the name of the Panchayat and operated by Sarpanch.)

vi. Whether Panchayat Biodiversity Committee has been constituted: Yes/No ✓

if no, the visiting officer to ensure that the Committee is constituted in his/her presence and confirm: _____

vii. 14th Finance Commission Award:

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

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

c. No. of works for which estimates have been prepared: 10 No. (100 % 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: 10 No. (100 % to total)

If no, reason thereof: _____

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

1) Sarpanch

(✓)

2) BDO

()

3) Others (specify): _____

vii. 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: _____

100% Deft. purchase.

Also mention if it is being purchased by someone else: Purchased

Deft. not eligible under supervision of Sarpanch

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 AMW/Helpers directly at Panchayat level. Yes/No ✓

If no, reason thereof: _____

Deft. is paying

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: Panchayat is Monitoring but not purchasing

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

If no, reason thereof: _____

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

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 22 lakh

✓ No. of works approved: 81

✓ No. of works started: 05

✓ No. of works completed: Not in progress

✓ No. of Job Card holders in the Panchayat: 282

✓ No. of man days generated: 1603

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: _____

xi. Whether subjects have been assigned by the Sarpanch to the Panch: Yes/No

if no, whether subjects have been assigned in presence of the visiting officer: Yes/No

xii. 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	
V.L.W	RDD	Yes/No	
J.E	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	
IIC MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Naib Tehsildar	Revenue	Yes/No	
Patwari	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other			

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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: Food Supply (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: Food Supply not co-operated.

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: Not Started

ii. Whether any other works started during Back to Village-1 have been completed: Yes/No

If not, list of such works and date by which they are likely to be completed:

(1) Construction of

(2) not started

(3) not started

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

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
	Sanctioned	Yes	
	No	No	
	No	No	
	No	No	
	No	No	

v. Whether any improvement in attendance of following Government functionaries has been noticed after BZV1:

a) Doctors/Paramedics/other Health staff	(Yes/No) ✓
b) Teachers/Ret Teachers	(Yes/No) ✓
c) Anganwari Workers/Helpers	(Yes/No) ✓
d) RDO 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:

Social work & food supply. not improved

Any department whose staff is absent most of the time: No

Any department whose officers/officials has not visited the Panchayat even once since BZV1: No

Any department which has organized any event or camp or tour of senior officer in the Panchayat since BZV1: Agriculture/ Fisheries

BZVZ/PD&MD/2019

vi. Areas of major complaints brought to notice:

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
Railway Canteen	Railway TSO	Yes/No ✓	Same as it was.
Electricity	Gas Agency	Yes/No ✓	NET problem
Electricity	Electricity	Yes/No ✓	as it was.

vii. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Road to every house	Pub	Yes/No ✓	
Road/ATV	Road	Yes/No ✓	
Railway Canteen	TSO	Yes/No ✓	
Old age Pension	Social work	Yes/No ✓	
PHE	Health	Yes/No ✓	
Motor cycle change.	Pub	Yes/No ✓	

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GDDP):

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

If no, reason thereof: _____

ii. Whether the schemes and activities approved under GDDP 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 GDDP Portal for preparation of GDDP 2020-21: Yes/No

If no, the visiting officer to ensure that the meeting schedule is framed in his/her presence and confirm: _____

vi. Whether the frontline workers of the subjects transferred to 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	S. No.	Department
1	PD = JET/linu H.S. + linu EDS + Tereau	1	
2	Edutrade	2	
3	Amul Hu - bofer		

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3			3		
4			4		
5			5		
6			6		
7			7		
8			8		

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 GDDP 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: Not possible

(VLM to demonstrate the reports to the Visiting Officer)

- x. Whether the critical gaps identified in the Panchayat during Mission Anujyotsna 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: NO work of B2V1 started yet

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	Rajouri	PRI Training	10+3 13

- 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	156	—	—	—
Scholarship for Minority students	—	—	—	—
Pension - Old Age	96	172	Funds Not Available	—
Pension - Widow	07	09	Do	—
Pension - Disability	54	26	Do	—
PM Kisan Nidhi	125	355	NET problem	—
Ayushman Bharat	—	—	—	—
PM Jeevan Jyoti Bima Yojana	—	—	—	—
PM Suraksha Bima Yojana	—	—	—	—
PM Awas Yojana - Gramin	30	—	Target control	—
State Marriage Assistance Scheme	02	06	Subsidy	—

Scheme/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	282	—	—	—
Ladi Bet	NIL	—	Not sanctioned	nil
Swachh Bharat Mission- Individual Household Toilets	112	32	Not approved. 2 paid.	—
PM Ujjwala Yojana	50	160	NET prob. den.	NIC
Ujala	300	80	Not approved	NIL
Jandhan Account	500	—	—	nil
PM Matsya Vandana Yojana	06	03	NET prob. den.	—

* 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	94	Not sanctioned	—
Electricity connection	20	in electrified area	2

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

ii. DOUBLING FARMERS INCOME:

1. IRRIGATION

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

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

iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient

iv. Are there any untapped irrigation sources in the Panchayat: Yes/No (Spring)

✓ 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: Good No. of Bar Baha. to be used

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: _____ (Nos.)

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

A part of Panchayat situated above General By Canals. Not need diverting Tanks

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx. %age): 20

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 65 (Nos.)

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

iii. No. of farmers who applied for KCC loan but not provided so far
415 Nos.

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

a) Difficult processes and procedures No

b) Delay by concerned Dept. No

c) Delay by bank concerned Greater Employee demand by Bank

d) Any other problem, please specify: Agriculture demand
land area covered.

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

1. Selection of Greater - 2. Less formalities
Should relax and minimize

4. MARKETING INTERVENTIONS:

i. How is agriculture/horticulture produce sold (tick whichever relevant):

a) Through organized market (mandi) No

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?

Not surplus for marketing

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

N/A

5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT:

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

✓ If yes, please specify:

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

6. INCREASING LIVESTOCK PRODUCTION:

i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent

ii. 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	No -	35
2	Dairy units	No -	02
3	Sheep Units	No	15
4	Fish Ponds	No	05

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 farmer/rural households:

1. ke should harvest
2. For better for less good business
3. Harvesting Tanks/Ponds for fish
4. High breed seeds on subsidies to farmers
5. High breed cattle for provide to farmers

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

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: 250

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 ☒ Yes
- b) Inadequate stock: Yes/No ☒ Yes
- c) Overcharging: Yes/No ☒ Yes
- d) Rude behaviour of store owner: Yes/No ☒ Yes
- e) Long distance to be covered to reach the store: Yes/No ☒ Yes
- f) Non-display of rates: Yes/No ☒ Yes
- g) POS machine not working: Yes/No ☒ Yes

h) any other: ✓

ii. Number of FIRs registered in last 3 months: ND

a) Are people generally satisfied by response of Police to complaints: Yes/No ☒ Yes

b) Is copy of FIR given to people: Yes/No

c) Are people satisfied about the overall security situation in Panchayat: Yes/No ☒ Yes

d) Any suggestions: Return Shop up to old food

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	• 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	Women call against Complaint
PHE	• Within 1 month • More than 1 month • Never	

POD	☒ Within 1 month ☐ More than 1 month ☐ Never	satisfactory
Any other	☐ Within 1 month ☐ More than 1 month ☐ Never	

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

PHC & Panchayat not operating to the public

K) OTHERS:

- Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No ☒
- Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No
(Visiting officer to collect a copy of the Plan)
- Number of children in the age group of 4-14 years in the Panchayat: 156
- Number of children in the age group of 4-14 years enrolled in the schools: 156
- Is there any High/Higer Secondary school with more than 40% girl students: Yes/No ☒
- 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
- Whether RDD has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable ☒
 - ☒ If yes, whether the incinerator is functional: Yes/No

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Urgent public requirements in order of priority (Max. 07):
	1. PHC (Primary Health Centre)
	2. upgradation of M/s Pand Narayan / boundary wall
	3. Panchayat Gher.
	4. Veterinary Centre -
	5. Bank (ATM) / ATM. at Pand Narayan
	6. 1. Road Chowki to Peer Baba. 2. Roady Galla to Gurdwara Sahib.
	7. 1. Play Ground / Stadium / Hand pumps in 2. Bridge - Main Road to GPS every ward. Chowki
II	Any major complaint brought to notice of the Visiting Officer:
	1. Old age Pension 2. BPL Ration Card issue 3. B.M. Payment pending 4. PMAY - Case over Sanction 5. Kisan Saman yagna. Pending 6. PHE. Under Scheme kept pending after Completion

III	Overall perception of functioning of the government:
	Satisfaction but works pending.
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	Funds for various work, Yognes may be for sanction and works must monitor on ground level.

Signature of the visiting officer

Name

Signature: [Handwritten Signature]
Name: [Handwritten Name]