

October 02-12, 2020 Governance at Peoples' Doorstep



Government of Jammu & Kashmir

Schedule for the Visiting Officer

Day 1:

- Meeting with BDC/ Panchayat members/ prominent members of Gram Panchayat.
- Visit important establishments/ institutions such as school/ PHC/ other government setup, etc.
- Visit the various areas/ wards of the Panchayat and hold Ward Sabhas proceedings to be recorded & signed, resolution to be handed over to DC.
- Inspect Citizen Information Boards for every work of RD&PR department with name of Sarpanch on it and also check wall painting listing all the works executed last year and current year in the Panchayat.
- Evening Choupal informal discussions.

Day 2: Mela/ Mega event

a) Holding of Gram Sabha:

- Discuss & pass resolution for MGNREGA plan.
- Discuss & pass resolution for 15th FC plan.
- Read out list of Awaas+ beneficiaries and ensure deletions of ineligible beneficiaries.
- Read out list of pension beneficiaries.
- Awareness about Poshan Abhiyan through Social Welfare officials.
- Awareness about COVID by health officials.\
- Distribution of Panchayat Newsletter and Coffee Table Books.
- Use of Nukkad Natak, Ladi Shah, Bhand Pather or any other local medium to disseminate public service messages or information about the activities of any department.

The proceedings of the Gram Sabha shall be recorded and signed and the resolution shall be carried back by the visiting officer to be handed over to the DC.

b) Holding of mega cultural/ social/ sports event:

- Cultural/ sports activity.
- Distribution of certificates and other documents generated/ finalized during Jan Abhiyan/ Awami Muhim.
- Distribution of sports kits.
- Distribution of education kits/ bags-uniforms-books/ scholarships participation of school children.
- Activities of Social Welfare Department distribution of tricycles/ prosthetic aids scholarships/ pensions.
 - Universal Health Cards/ Ayushman Card distribution.
 - · Start any one water conservation work.

c) Holding of Mega Mela / IEC activities of different departments, especially those involved with individual beneficiaries:

- Extension/ information camps of Agriculture/ Horticulture.
- Animal/ Sheep Husbandry.
- Beti Bachao, Beti Padhao activities.
- Activities/ exhibitions/ information campaigns of the following departments:
 - Animal/ Sheep Husbandry
 - Agriculture
 - Horticulture
 - Handloom/ Handicrafts
 - Youth Services and Sports
 - Floriculture
 - Any department which has subsidy or individual beneficiary scheme.

d) Filling up of B2V3 booklet.

Day 3:

- Holding of Mahila Sabha / Bal Sabha proceedings to be recorded and signed, resolution to be handed over to DC.
- Visits and inaugurations (along with Sarpanch/ Panchs/ BDC Chairman):
 - Languishing projects.
 - Projects completed in last month under 14th FC, MGNREGA, B2V or any other CSS/ District State Sector scheme.
 - Griha Pravesh ceremonies of houses completed under PMAY, distribution of gifts.

IMPORTANT NOTE:

- a. Visiting Officer to ensure that He/She visits all works completed under B2V an inaugurates them. He/ She has to ensure that AT LEAST one work has definitely bee completed under B2V both physically and financially.
- Visiting Officer to ensure that AT LEAST one new work under B2V out of priority demand is identified, foundation stone laid and started during His/Her visit.

Documents to be provided to the Visiting Officer by the DC

opies of B2V1 and B2V2 booklets as filled in by the visiting officer in June/ November, 2019. wo copies of B2V3 booklet with basic data in fields marked with asterisk (*) already filled in. Ouly validated Mission Antyodatya form and ease of living survey data.

Developmental progress/ profile of the Gram Panchayat including:

- Action Taken Report on issues/ demands/ complaints of B2V1 and B2V2.
- List of new works started/ ongoing/ completed after B2V1 and B2V2 under the following heads:
 - 14th FC
 - B2V grants
 - Convergence
 - District Plan
 - State Sector
 - Any other work
- Any other developmental activities, whether public or private, initiated in the Gram Panchayat after B2V1
- Any upgradation/ new sanction, including those of schools/ medical facilities/ facilities of any other department, initiated/completed after B2V1.

lans/beneficiary lists:

- MGNREGA draft plan document for the year 2021-22.
- 15th FC draft plan document for the year 2021-22.
- List of Awaas+ beneficiaries.
- List of pension beneficiaries.

ists of beneficiaries for:

- various certificates/ benefits to be distributed by the visiting officer.
- whom Griha Pravesh ceremonies have been organised.

Panchayat newsletter.

Documents to be returned by the Visiting Officer to the DC

Booklet duly filled - one copy.

Wards Sabha, Gram Sabha, Mahila Sabha and Bal Sabha resolutions.

ist of deletions from Awaas+beneficiaries.

Representations received, if any.

MGNREGA plan passed by the Gram Sabha along with resolution.

15th FC plan passed by the Gram Sabha along with resolution.

ist of shortcomings noticed if any.

Any reports that the officer wishes to submit based on his/her observations.

Duly filled in Mission Antyodaya form and ease of living survey data.

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.)

1	A) Details of Reporting Officer:
	Name BIKram Singh
٠	Periodation A.E.E.
٠	Department/ place of postingPMCSY/ FATHUM Mobile No:9419126567
	Mobile No. 9419126567
	Email ID bikramsingh 10.65@ q mail. com
	Home District:Ramban'
**	Dates of visit:2_10_2020
Е) Locational details of Panchayat:
•	NameofthePanchayat 7 C Jawrah
	Local Government Directory (LGD) code of the Panchayat: 240816 (To be sourced from Rural Development Department/ by DC)
	Name of CD Block. B. h. a Ga GN & D.
	Name of Tehsil:
	Name of District: #KalhitaUF
С) Panchayat Profile:
	No. of revenue villages in the Panchayat:
	No. of hamlets in the Panchayat:
	No. of households in the Panchayat260
	Population (approx) of the Panchayat

-i) Frontline Officers/ Officials who were assigned to the

Panchayat for the programme:

	Panchayat for ti	Name:	Designation *	Contact number
No.	Agriculture	Vipom Supla	AEA	9419129010
	Education	Hand Raj	(P. Edy)	97473690
	Student Rhy. To. Dibtanshy sharma	Sustant mister	Banking Accis	GALE TOO CHIL
-	Ritto	Ritty Kapper	(beix)	96224266
1	chunnital	social forest		
+	Shones AKhier	pallwyer.		820324234
5	Renurala	ASHAWERKEL.	à via liet feu	

i) Details of absent employees vis-à-vis list furnished by the DC:

١.	Department	Name	Designation
1	Social Welgers Doll		
	Food Signly Depu	_	
	10		
T			Service Control of the Control of th
-		No posses	come even ofter culture the

rengthening of Gram Panchayats:

rastructure:

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 Panchayat Ghar: Yes/ No

acilities available in the Panchayat Ghar

	Availability	Remarks
in Panchayat Office	Yes/ No	
er/ printer in Panchayat Office	Yes/No V	
e in Panchayat Office	Yes/No	
lity available in Panchayat Ghar	Yes/ No \	
available in Panchayat Ghar	Yes/No LI	
nection available in Panchayat Ghar	Yes/No	
ch available in the Panchayat	Yes/ No Lat	

panchayar when not completed (under constrain)

22	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:
	Functionality: L General activities:
2.:	VAX
Î.	Are Ward Sabha meetings being held: Yes/No
ä	No of Ward Sabha meetings held since inception:15
W.	No. of Gram Sabhas conducted since inception 12
iv.	
V.	Are all plans approved in Gram Sabha: Yes/No
VI.	Is the minimum quorum of 1/10th being ensured in all Ward/ Gram Sabhas: Yes/No-
νij.	Are Ward Sabha / Gram Sabha resolutions attached with all plans: Yes / No
MI.	Is the Approving Authority checking Ward Sabha/ Gram Sabha resolutions: Vs/No
c	Has Social Audit Committee been framed: Yes/No
	Is social audit being conducted by the Committee: Yes/No
į.	No. of works audited by the Social Audit Committee:
iΪ.	Has Pani Samiti been constituted: Yes/Nd
ÜŁ.	Has the Pani Samiti approved the Village Action Plan: Yes/No
V.	No. of meetings of Pani Samiti held:NA
	Is Biodiversity Management Committee constituted: Yes No
W.	No. of BMC meetings held
w.	Is e-register of all previous works/ assets in the Panchayat being maintained: Yes/No
iii.	
***	Have wall paintings of works executed for 2019-20 been done in the Panchayat: Yes/No
	Are Poshan Abhiyan activities being held in the Panchayat: Yes/No
	What and where was the last activity held: Angon was Conley
	d
1	Have Health & Family Welfare Advisory Committee (HFWAC) & Village Health Sanitation
	Nutrition Committee (VHSNC) been constituted under the Sarpanch: Yes/No
	No. of meetings of HFWAC & VHSNC meetings held:9
	Is the name of Sarpanch displayed on citizen information boards of all RD&PR schemes. Yes/
	Are Sarpanchs being involved in start/ inauguration of activities: Yes/No

iv. V. w νï. WW. iκ

xi. XII.

XXX

xiv.

XV. KW.

cvii.

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W.

iv.

XXV	Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/ No
XXVI	Whether grievances redressal box is installed: Yes/No
XXVV.	No of grievances received pertaining to Panchayat level:
xxviii	No of grievances disposed of at Panchayat level:
xxxx	Whether the Sarpanch/ Panchayat Secretary have digital signatures: Yes No
XXX	Whether all MGNREGA / 14th FC payments are being made by Sarpanch through Digital Signature Certificate (DSC): Yes No
XXXI.	Bank Account exercise and exercise 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)	Amount of payment made by Sarpanch (since opening of account)
14" Finance Commission	Yes No		Yes/ No		
ICDS (Nutrition)	Yès No		Ves No		
ICDS (Honorarium)	YES NO		Yes/ No		
Mid-Day Meats (MDM)	Yes/ No		Yes/ No	/	
Own resources of Panchayat	Yes/ No		Yes/ Mo		
Any other Scheme, if yes, indicate name	SHG Mehilasaba Working	97.			

(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.)

2.2. Integrated Child Development Scheme (ICDS):

i	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:
	Also mention if it is being purchased by someone else:
ii.	Is nutrition being provided to Anganwadi Centres in the Panchayat. Yes/No
	If the reason thereof

- iii Expenditure incurred on procurement through Sarpanch: Rs __0.20_ lakh
- Is the Panchayat/ Sarpanch paying honorarium to AWWs/ Helpers directly at Panchayat
 Level Yes/ No

v	Expenditure incurred on paying of honorarium through Sarpanch: Rs takh
VĹ	Whether the record on account of purchase of nutrition and payment of honorarium is being maintained by the Panchayat: Yes No
	(Visiting Officer to chech the register and verify the signatures of the Sarpanch on the same)
2.3.	Midday Meal (MDM) Scheme:
i	Whether Panchayat / Sarpanch is purphasing items at Panchayat level for providing dry ration
	under MDM in the schools. Yes / No
	If no, reason thereof:
ĬĬ.	Expenditure incurred on Mid-Day Meals/ food items through Sarpanch Rs A Takh
m.	Whether the Panchayat/ Sarpanch is providing dry ration to the school children in the Panchayat Yes/ No
	If no. reason thereof:
	Also mention if it is being provided by someone else:
īv.	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)
V.	Expenditure incurred on honorarium to cook cum helper through Sarpanch: De NA-lakh
vi.	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 there of: No zwows
24	Challenges:
-	
t.	Major challenges being faced by the Panchayat in functioning and execution of wo
	ij Mining (material not available / Extrenty higher rate 300/ ii) Payments not recioned since long (Mobile notwork not available)
	il) Payments not received since long (Mobile notions not among
	III) Members not paid well must more thank tonumum
	IV) Forest Depth not relaxing norms for minor roads patting

F) Jan Abhiyan / Awami Muhim activities: (Have to be filled by the District Administration before the booklet is handed over to the visiting officer (Have to be filled by the District Administration before the popular is managed over to the visiting officer. Visiting afficer will confirm the figures pre-filled by the administration by conducting local inquiry during his character in the visitors.) during his/ her stay in the village.)

during his/h	Certificate	s issued ':		0.000	Reasons of
	Target	issued during	Total certificates issued till date	Pendency (No.)	pendency
Category		Jan Abhiyan/ Awami Muhim	67	735	people not a
PRC Holders	1342	153	60		-
Non-PRC			2 2		_
WPR			-		
Students		-			
Officers					

2. Category certificates issued *:

2. Categor	. Category certificates issued *:						
Category	Target population	Certificates issued during Jan Abhiyan/	Total certificates issued till date	Pendency (No.)	Reasons of pendency		
	Land Minitelline	Awami Muhim	2/	290	As per latropy Appl		
sc	r7316	26	10	03	- do-		
ST	15	79	12	128	· -elo-		
OBC	150	22	11	120			
ALC	-			-			
DRA	-						

. Revenue papers issued:

. Revenue pape	rs issued.			CONTRACTOR OF THE PARTY OF
Category	Applications received	Certificates issued during Jan Abhiyan/ Awami Muhim	Pendency (No.)	Reasons of pendency
lakal/ Jamabandi	17	17	-	-
lakal/ Girdawari	07	07	-	_
arad/ Intikhab	-	+ Sind.		
lutations	02	02.	_	

Birth/ Death/ Disability Certificates * (for period beginning from April 1, 2020)

Category	Target *	Certificates issued during Jan Abhiyan/ Awami Muhim	Total certificates issued	Pendency (No.)	Reasons of pendency
eath Certificates	-	-	-	-	-
th Certificates	-			-	-
ability Certificates	_	-	-	_	-

hV

Category	Target *	No. of to Cards Adh	otal Ration naar seeded *	Aadhar seeding during Jan Abhiyan/ Awami Muhim	Pendency (No.)	Reasons of pendency	CANCEL DE LA CONTRACTOR DE
PHH Non-PHH Antyodaya	-	-		-	-	-	
Anna Yojana 6. Health Scheme Ayushman B families with golden cards	EU Fam Indiv	igible nilies/ viduals	Covered during Jan Abhiyan/ Awami Muhim:	Total covered:	Pendency (No.)	Reasons penden Net Sa Net av	erwule
Janani Surak Yojna (JSY) 7. Nationa	ksha	Assistan Covered during Jan		endency	SAP) *:	a Aadhar ding during	Total
	ndividuals	Abhiyan/ Awami Muhim	· 10);	endency Ja	n Abhiyan/ ami Muhim	seedir
Widow Pension	2 - 2 - 2		=	2		_	-
Disability Pension							
				This	Not kno	d. Adt	end

Scheme	Eligible Foreligs/ Individuals	Covered during Jan Abhiyan/ Awarri Mahim	Total coward.	Pendency (No.)	Reasons of pendency	during Jon Anthrony America Markey	Total Anchar seeding
Clif. Age Pention	15	-		4,			-
Artistance to Women in Distress		***		-	=		-
Assistance to Physically Chalte riged Persons	-	-		-	-	-	
g. Other W	Velfare Sc	homos '-	ere.			No. of	ne go
		SHAV	Covere				
Sche	ener.	Eligible Families/	during J Abbiyor	V 1000			related of
PM's Modes V	erdana	Individuals*	Huhlen	THE PERSON			
Yogana D'HAM	VY9:	2.0	-	-	30		#4- S 20
National Fam Scheme (NF)						1	
PM Gareets Ko Yojana	alyan Anna				1		
fission mode							
Hegistoria orstruction e				Bearing	water to	nd not	المحالة ا
. Schola	rships to t	he stude		er variou	scheme	s':	
Se	hime	Targ	et ser	Scholarship actioned du	ring school	erships for	asons of
		Pepula	·	lan Alshiyan waxai Muhir		sg the P	milency
e Matric for S	c	17:17					
re Matric for S	T.				1		
e Matric for C	ec.						
- Mason for M		/					
out Hustric For 5	VC.	1					

trademy of transproper, actions constitutely consistent to a constitution of 13. Universal coverage Scheme ' a from any hubbles of any other terms would represent any complete labels in party expense. Total number of I (BOH BANK ... WANT NO B) (6 Schools households. Assessment of electric plant 1275+8 Way or since Esperal being so per superado that since . ix Health Scheme Are there any areas, among transact are record for chemic location. We have Figure come of the manufactories where mod San Mangles 14 School Amenities: No. of schools in the Gram Planchayoff Approximate unight (250) metro No of schools with Ramp facely for Children with Specific needs, \dots \square 3No. of households without begond water supply in the Ca-s6. Pradhan Mantri Awas Yojana (PMAY)*: his of schools with Isriel facility Currolative Target* 150 Proj. No of households sanctioned with verified Accounts during an Aboyani b For Gritz 0.3 Awart Maren 19 year Also of households to which tax mademant incomes (Autra) has Although Augest Muham Print No of houses completed in 2020-21 OB hig of such schools installed with incinerators No of houses completed during Jan Apriyan's Award Muleur (VI), FI. 15. Basic Services: No of houses under constructor No of habitations with over 250 souts in the GF without road connectivity. Community Sanitary Complex (CSC) Status: Whether CSC sanctiones in the Gram Panchous, your NA if yes, has the CSC been constructed Yes? No ---If yes, whether these roads have been surveyed. Wis/No. Whether the CSC is functional her/ no --His of hubitations with less 250 souls in the GP without fair weather must No of CSCs taken up during can Abhyan / Awarn Muzuel No of CSC completed curry bet Abrigon? Assem Materi Any intue regarding water connection and service disposals CSC is there are histolistion or mobalis which is yet un electrified. Yes/ No. No Sommend Street if yes, names and agree no of households parchayet demands esc 18. MGNREGA: Whether MCNIECIA Plan 2020 21 has been approved, Yes? No

Remarks/ exportation

Fiel.

PWD JM Shakts

PDD 4

00WS

Nil

-1	RED		1	1	_
E. 760	Department	No. of activities/ works taken up during Jan Abhiyan/ Award Huhim	No. of activities/ works completed during Jan Abbiyan/ Award Makes'	Payments made during Jan Abhiyan/ Acami Hubbin (Rs in fakhi/	Romarks
	Vorks under ict Capes*	Capex and CS	(5)		
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		e during Jan Abhiyar			
		ongwied during Jar			~
		met, ganuto qui mere			
9		Aborized by the his			
	No of works for	which sechnical save	dise accorded by the	Net	
	Whether appro	val accorded to the	whole Plan by the O	IC HELTHA	
		per the Action Plan		-/	
	Whether Action	plan prepared for a	Eymors VIV No		
	Alexation unde	er seth FC für Naar yes	m Pa 19.45 7	6th	
9.	14° FC Awar	rd:	10000	7	
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		tue for 'v' above' 🖹			
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	ci No. of w	orks stated daying -	St. Washing Co.	and Marketon Co.	NIL
	64/04/	ons stated daying	on Minister of Business	Muhim NE	J.

S. NO		Abhiyan/ Awami Muhim	Abi	iyan/ Aasuni Muhim	Awa	erei Mushire In Laktor		Remarks	
L	HDD	00							
1	PWD								
3	Jul Shakti	_				_	-		
4	PDD	_	-	-		-	No.	School of	13
5	Others		Д.,			and the same of	Tok		
- Carri	ulty Spensores	Jun Althysid Schemes (CSS)	diam.	on Habani to On J.J.		hala	1000		
š. No	Schemes	No. of activi works tak	Jan warni	No. of activit works compi during Ja Abhiyan / As Muhim'	ies/ eted rt	Paymen made du Jon Athley Awarrii Mu (Rs in Lai	ning un/ him	Remarks	
1	Samagra Shik	sho	-					_	
2	PMQ5Y	_						_	
3	Jal Shakti Miss (PHE)	sion							
4	Jal Shaks Miss d&PCI	ilon							ŧ
5	NHM	-				-			
6	Others ispect	No.	-					-	1
Jan A	Abhiyan/A No. of complain No. of complain	garding servi wami Muhim: hts received nts resolved ed in delivery of se	Z	_	ing				
	+++++++++			هأبدُّملامان					
			mak	a. Sargani					+

Whether survey of all physically challenged persops requiring prosthetic aids, wheel chars.

hearing aids etc has been completed. Yes/No

imag state to could

No. of activities/ Payments works completed made during

b. UT Capex

22. Others:

No. of activities/ works taken

Whether meeting held with BDC/ Panchayal members/ prominent citizens, Yeld No.

No. of Panchayet Members present ______AB _{D.F.}

Issues raised during the meeting.

2 Mining (Makood for Great Mortly) wat world

1 Schools

E PHIE/CHC

Veterinary clinic

Anganwari cerère.

PDS trations depot.

6. Any industrial establishment

7. Government offices: W 1 8.0.0 apper

8. Anyother _____

Total number of weeds in the Parisheyet:

Whether any resolution passed Vec. No.

Citizen Information Board visited Yes/ No

Well painting of works of 2019-20 inspected: Yes/ No. 444 Name of the departments whose works displayed in the paintings:

INCHES PROPERTY

Whether any water conservation work startest 'Res,' No Whether any mage event of any other department, especially those involved at individual beneficiates like. Aprilation/ Hortculture/ Animal/ Sheep Husbandry. Handscrafts. Handloom, Floriculture, etc., held 'Ves/ No Details Prevent Whether Posturi Abbayon activity held: Way No. DAY 3: I. Mahila Sabha

Alterdance: M.

Resolution passed, if any

1. Sale carrier readed

Street on the state

Attendance 11

No. of scholarships embrautest

5.No	Name of	Cost	Whether idented under BaVs/BaVs/	Whether AA/TS	Whether physically started		
	work and Department	(Re. in Lake)	Others (Piesee Specify)	accorded	Yes/Ng	V No. Status	
1		-	-	-			
2) <u>-</u> 2						
1	_			-			
4	-	1.55	-				
4			No Work -1	aken in	du 82	11 8-	

IMPORTANT NOTE:

- New works to be identified by Gram Panchayat / Gram Satina preferably selected out of priority works of Bahs and Bahs
- b. At least one work to be identified and started foundation stone to be faid by the Visiting Officer

VI. Griha-Provesh of PMAY beneficiaries:

S.No	Name of the beneficiary	Gift hunded over Yes/ No
1	How Roy Sto TEKU.	- No -
2	www. 2 Jandecki	,
3	/	
5	N6 9/61	presided by third in

H) FOLLOW UP OF BACK TO VILLAGE-1 & 2 (B2V1 & B2V)

gent Public Requirements/ Dem	Action taken	March Control Street
Agent Francis	MARI - 0511	Serveries #
	/	
1		
A		
5 /		
6		
No Action		
Urgent Public Requirements/ De	mands - B2V2	
1		/
1	/	
3		
4		
5		
6	/	
1		

31

I) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Any major complaint brought to the notice of the Visiting Officer:
	i) Mining Issue: Building moderned his sand Args not avoided for good works port works 2) Potable Drinky water: Potable drinking water is not provided to whole penchaged. People were asked he bring their own piper last year but M proconnections till dale 3) PDD Deptt: In some words electric wines St. whoe is by at love lavely writed is reached in the valety of valety of the valety of valety of the valet
11	Major/ urgent public demand(s) that was/were reflected earlier but have not been addressed so far.
	No psuces big small solved.
111	Overall assessment of visit and suggestions (The visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions)
	The people of area are poer/simple and want that busic needs potable water/alectricity need to provided at burst is paralled to markery from 800 office whom them is no place for pondayed in their is formed to marker to the subject as paralled in the subject of the subject of marker to provide the pondayed in low them to the subject of

Signature of the visiting officer
Name