

Back to Village 2 (B2V2) - Report

(Format to be filled up by the Reporting Officer during his/her two day visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER:

- Name: **MANZOOR HUSSAIN**
- Designation: **Principal**
- Department/Place of posting: **Education, H.S.S. Peeri**
- Mobile No: **9149503519**
- Email id: **mhchooran99@gmail.com**
- Home District: **Rajouri**
- Dates of visit: **25/26/27/28/29/30, November 2019 25/26 Nov-2019**

B) LOCAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: **Leetan**
- Local Government Directory (LGD) code of the Panchayat: **007**
(To be sourced from Rural Development Department/by DC)
- Name of CD Block: **Dharal**
- Name of Tehsil: **Dharal**
- Name of District: **RAJOURI**

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: **01**
- No. of hamlets in the Panchayat: **07**
- No. of households in the Panchayat: **350**
- Population (approx.) of the Panchayat: **1676**

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

S. No.	Department	Designation of the officer/official
1	Education	Headmaster
2	Agriculture	A.G.A
3	Health	M.P.H.W
4	ICDS	A.W.W
5	P.D.D	M.R
6	Animals Husbandry	V.P
7	P.H.E	Supervisor
8	R.D.D	M.P.W

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**

- ii. 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	Require furniture
Computer/printer	Yes/No ✓	Yes/No	Computer/Printer require
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: Nil

2. FUNCTIONALITY:

- i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No ✓
Date of last meeting held: 16/10/2019
- ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No ✓
Date of last meeting held: 16/10/2019
- iii. Whether the Kargal 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 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/No ✓	Secretary Panchayat	Yes/No ✓	17/0850- 17/8010	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	Supervisor	Yes/No ✓		Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	Supervisor	Yes/No ✓		Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	By Mid day meal MHO	Yes/No ✓	Nil	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: Nil
- vii. 14th Finance Commission Award:
- Whether 4 year Action Plan 2016-20 has been prepared: Yes/No ✓
 - Whether the detailed estimates for all works have been prepared: Yes/No ✓
 - No. of works for which estimates have been prepared: 8 No. (100 % to total)

d. Whether Action Plan has been approved by the DDC: Yes/No

If no, reason thereof: Nil

e. Whether the works have been started: Yes/No

No. of works started: _____ No. 50 % to total

If no, reason thereof: Nil

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

1) Sarpanch

2) BDO

3) Others (specify): 2

viii. Integrated Child Development Scheme (ICDS):

a. Is the Panchayat/Sarpanch purchasing nutrition items at Panchayat level for use in the Anganwadi Centres of the Panchayat: Yes/No

If no, reason thereof: Foods is not available

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

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

If no, reason thereof: Nil

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

If no, reason thereof: Funds is not available

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: Funds is not available

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

If no, reason thereof: System is pending

Also mention if it is being provided by someone else: It is already available stock of mid day meal is being

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 42 lakh

✓ No. of works approved: 43

✓ No. of works started: 05

✓ No. of works completed: Nil

✓ No. of Job Card holders in the Panchayat: 386

✓ No. of man days generated: 180

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: Nil

xii. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No ✓
 If no, whether subjects have been assigned in presence of the visiting officer
 Yes/No ✓

xiii. Major challenges being faced by the Panchayat in functioning and execution of works: *Non-Co-operation of the Sarpanch & Govt depts.*
 a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BDO	RDD	Yes/No ✓	
VLW	RDD	Yes/No ✓	
JE	RDD	Yes/No ✓	
CDPO	Social Welfare	Yes/No ✓	
TSWO	Social Welfare	Yes/No ✓	
Anganwadi Supervisor	Social Welfare	Yes/No ✓	
Headmaster/Principal/ZEO	School Education	Yes/No ✓	
I/c MDM	School Education	Yes/No ✓	
BMO	Health	Yes/No ✓	
Tehsildar/Naib-Tehsildar	Revenue		
Patwar	Revenue	Yes/No ✓	
Agriculture Extension Official	Agriculture	Yes/No ✓	
Horticulture Extension Official	Horticulture	Yes/No ✓	
Village functionaries		Yes/No ✓	
Any other	-	-	

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: Nil (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: Nil (specify number of days)

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

✓ Any other difficulty, give details: Nil

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: Nil (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) Nil

(2) Nil

(3) Nil

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

If yes, amount released: Rs Nil lakh.

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

Likely date of completion: Nil (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:
Nil	Nil	Nil	Nil
Nil	Nil	Nil	Nil
Nil	Nil	Nil	Nil
Nil	Nil	Nil	Nil
Nil	Nil	Nil	Nil

v. Whether any improvement in attendance of following Government functionaries has been noticed after B2V1

- a) Doctors/Paramedics/other Health staff (Yes/No) ✓
- b) Teachers/ReT Teachers (Yes/No) ✓
- c) Anganwari Workers/Helpers (Yes/No) ✓
- d) RDD 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

Education dept

Any department whose staff is absent most of the time: Medical dept

Any department whose officers/officials has not visited the Panchayat even once since B2V1: Nil

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1: Nil

vi. Areas of major complaints brought to notice

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Health depts activities	Health depts	✓ Yes/No	Non-availability of medicines and Equipments.
Water Supply	P.H.E	✓ Yes/No	Requirements of pipes and other accessories.
Animals care	Animals Husbandry	✓ Yes/No	Non-availability of animal's health is not met.

vii. Major problems confronting the people

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Internal Roads construction/repair	R.D.D P.W.D	✓ Yes/No	Not met / not approved.
Requirements of Water Supply. Hand pumps.	P.H.E	✓ Yes/No	Not met / not approved.
Modern Village Community Hall	R.D.D	✓ Yes/No	Not met / not approved.
Forest Soil depts	Forest Dept	✓ Yes/No	Not met / not approved.
Play Ground	Physical Education	✓ Yes/No	Not approved.

G) PLANNING, EXECUTION AND TRAININGS

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

i. 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: Nil

ii. Whether the schemes and activities approved under GPDP 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: Officers are not on duty when GPDP prepared

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: Nil

v. 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 his/her presence and confirm: Nil

vi. Whether the frontline workers of the subjects transferred to the Gram Panchayats are participating in the scheduled Gram Sabha meetings. Yes/No

If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings:

1 st Meeting Date (25/2/19)			2 nd Meeting Date (26/2/19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	Education	H/M	1	Education	H/M
2	Agriculture	A.E.A	2	Agriculture	A.E.A

1 st Meeting Date (25/2/19)			2 nd Meeting Date (26/2/19)		
S. No.	Department	Designation	S. No.	Department	Designation
3	Health Dept	M.P.H.W	3	Health Dept	M.P.H.W
4	ICDS	A.W.W	4	ICDS	A.W.W
5	Sheeps Husbandry	S.A	5	Sheeps Husbandry	S.A
6	Animals Husbandry Dept	V.P	6	Animals Husbandry Dept	V.P
7	P.H.E	Supervisor	7	P.H.E	Supervisor
8	R.D.D	M.P.W	8	R.D.D	M.P.W

If no, reason thereof: Nil

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: Nil

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

If no, reason thereof: Nil

ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal. Yes/No

If no, reason thereof: It shall be upload within two days

(VLW to demonstrate the reports to the Visiting Officer)

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GPDP plan for 2020-21: Yes/No.

If no, reason thereof: Nil

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: nil

- 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: nil

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
8	Rajouri Shahab	Implementation PRI	15/5

- 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	168	Nil	Nil	Nil
Scholarship for Minority students	Nil	Nil	Nil	Nil
Pension - Old Age	90	79	Forms not available	Nil
Pension - Widow	06	03	- do -	Nil
Pension - Disability	10	02	- do -	Nil
PM Kissan Nidhi	125	80	Documents not forward	Nil
Ayushman Bharat	Nil	Nil	Nil	Nil
PM Jeevan Jyoti Bima Yojana	Nil	Nil	Nil	Nil
PM Suraksha Bima Yojana	Nil	Nil	Nil	Nil
PM Awas Yojana - Gramin	16	87	Forms/ documents	Nil
State Marriage Assistance Scheme	Nil	42	Forms not available	Nil

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	386	200	Documents not available	Nil
Ladli Beti	Nil	Nil	Nil	Nil
Swachh Bharat Mission- Individual Household Toilets	72	100	Funds not available	Nil
PM Ujjwala Yojana	85	50	Documents not available	Nil
Ujala	40	310	Material not available	Nil
Jandhan Account	15	200	Beneficiaries not approved	Nil
PM Matru Vandana Yojana	Nil	Nil	Nil	Nil

* The visiting officer to enclose scheme-wise list of individual beneficiaries who are interested to avail the benefit under the schemes. He/she to also collect any applications and handover at district headquarter.

• 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	279	W.S.S/ Pipes not available	Nil
Electricity connection	20	Wires and poles not available	Nil

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

1) DOUBLING FARMERS INCOME

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kand ✓
- Major sources of irrigation: Canal/Khula/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify): Rainfed
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient ✓
- Are there any un-tapped irrigation sources in the Panchayat: Yes/No ✓
 ✓ If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body: Nil (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: Potjari, Challa, Kandi Wadi
- 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 (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat:

Irrigation left scheme specific

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 50 %age)
- Are adequate HYV seeds available to the farmers: Yes/No ✓
- If no, reasons thereof: No Seeds Centre available in Panchayat

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without Kissan Credit Card 280 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019
50 Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far
10 Nos.
- iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant)
- a) Difficult processes and procedures /
- b) Delay by concerned Deptt. /
- c) Delay by bank concerned Delay by bank
- d) Any other problem, please specify /
- v. Suggestions for improving the process of availing loan under KCC
Bank be instructed to provide KCC immediately within a time frame.

4. MARKETING INTERVENTIONS

- i. How is agriculture/horticulture produce sold (tick whichever relevant)
- a) Through organized market (mandi) /
- b) Through un-organized market Yes
- 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:
Govt Purchase Mechanism to be adopted.
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:
Marketing facility provided in Panchayat Hall.

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

- i. Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat. Yes/No Yes
- ✓ If yes, please specify:

Sr. No	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
1	Mpate/Apple	Cheng Engora Peak etc.	Can be provided.
2	Walnut	Picea etc.	— do —
3	Potatoes/Tomatoes	High Quality Potatoes/Tomatoes	— do —

6. INCREASING LIVESTOCK PRODUCTION:

- i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent Good
- 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	05	25
2	Dairy units	50	80
3	Sheep Units	40	50
4	Fish Ponds	Nil	05

iii. Suggestions for encouraging more households/farmers to set-up new units

Easy loans on less interest/and under centrally sponsored schemes units be provided to BPL families

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

1. Easy purchase of local materials by the Govt
2. Easy supply HYV seeds to the farmers, on subsidy.
3. Free distribution of fertilizers to BPL farmers.
4. Availability of pesticides medicines on PPT level.
5. Crops insurance scheme be implemented by relaxation norms.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

i. 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: 25%

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 ✓
- 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 ✓

h) any other: Nil

iii. Number of FIRs registered in last 3 months: Nil

- a) Are people generally satisfied by response of Police to complaints: Yes/No ✓
- b) Is copy of FIR given to people: Yes/No ✓
- c) Are people satisfied about the overall security situation in Panchayat: Yes/No ✓
- d) Any suggestions: Nil

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	<ul style="list-style-type: none"> • Within 1 month ✓ • More than 1 month • Never 	<u>One month satisfactory</u>
Social welfare	<ul style="list-style-type: none"> • Within 1 month • More than 1 month ✓ • Never 	<u>More than one month</u>
Police Station	<ul style="list-style-type: none"> • Within 1 month ✓ • More than 1 month • Never 	<u>within one month</u>
PHE	<ul style="list-style-type: none"> • Within 1 month ✓ • More than 1 month • Never 	<u>within one month</u>

h) Suggestions for encouraging more households/farmers to set-up new units

Easy loans on less interest / and under centrally sponsored schemes and's be provided to BPL families

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

1. Easy purchase of local materials by the Govt
2. Easy supply of seeds to the farmers, on subsidy.
3. Free distribution of fertilizers to BPL farmers.
4. Availability of pesticides medicines on PGT level.
5. Crop Disease Scheme be implemented by relaxation norms.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

i. 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: 25%

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 ✓
- 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 ✓

h) any other: Nil

iii. Number of FIRs registered in last 3 months: Nil

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

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

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

d) Any suggestions: Nil

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	<ul style="list-style-type: none"> • Within 1 month ✓ • More than 1 month • Never 	<u>Case month Sat factory</u>
Social welfare	<ul style="list-style-type: none"> • Within 1 month • More than 1 month ✓ • Never 	<u>More than one month.</u>
Police Station	<ul style="list-style-type: none"> • Within 1 month ✓ • More than 1 month • Never 	<u>within one month</u>
PHE	<ul style="list-style-type: none"> • Within 1 month ✓ • More than 1 month • Never 	<u>within one month</u>

PDD	<ul style="list-style-type: none"> • Within 1 month ✓ • More than 1 month ✓ • Never 	Within one month
Any other	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never ✓ 	Health deptt never

vi. Any specific observation or complaint regarding any particular department

Nil

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: 200
- Number of children in the age group of 4-14 years enrolled in the schools: 190
- 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: nil
 - ✓ 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: LEERAN

I	Urgent public requirements in order of priority (Max. 07)
1.	Water Supply Scheme require Hand pumps.
2.	P.H.C require with doctor.
3.	Internal Roads connectivity
4.	Animal / Sheeps Health Sub-centres require.
5.	Community Hall require
6.	Dairy Village along with Milk Collection Centres.
7.	Price control Shop.
II	Any major complaint brought to notice of the Visiting Officer
	Maximum departments come under PRI are not properly cooperating with the PRI representative.

III Overall perception of functioning of the government:

The Local Govt is functioning approximately satisfactory.

IV Overall assessment of visit and suggestions:

(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)

I have examined all the complaints/suggestions and functioning of the all departments and recorded in details as per the formats.

Signature of the visiting officer

Name M. H. Chakrabarti

26/11/2019