

A) Details of Reporting Officer:Name: Ranjeet SinghDesignation: S/S DacturorDepartment/ place of posting: Education / Hr. Sec School JhulassMobile No: 8492015703Email ID: ranjeet8492015@gmail.comHome District: PoonchDates of visit: 2/11/2022 - 3/11/2022**B) Locational details of Panchayat: (to be pre-filled, information to be taken from the previous phases booklets/summarized excel sheet uploaded on jkpanchayat.in/b2v4.php) (to be validated by the visiting officer and missing details to be filled)**Name of the Panchayat: Sari-chawan (A)

Local Government Directory(LGD) code of the Panchayat: _____

Name of CD Block: LassanaName of Tehsil: HaveliName of District: Poonch**C) Panchayat Profile:**No. of revenue villages in the Panchayat: 01No. of hamlets in the Panchayat: 15No. of households in the Panchayat: 375Population (approx) of the Panchayat: 2365



Part-II:

To be filled up by the Visiting Officer during his/her two day visit to the Panchayat. All Fields have to be filled by the Visiting Officer before the booklet is handed over to the DC

Frontline Officers/Officials who were assigned to the Panchayat for the programme:

| Department | Name | Designation |
|---------------------------|-----------------|------------------|
| Revenue | Amir Khan | Patwari |
| Rural Development | Shakeel Hussain | G. R. S |
| P.W.D | Mahd Hussain | Supervisor |
| Education | Mahd Mukhtar | Teacher |
| P.O.D | Mahd Ashraf | Lime man |
| Health I.C.D.S | Tajeem Akhlaq | Anganwadi Worker |
| Health | Musarat Mumtaz | M. R. S |
| P.H.E | Khadem Hussain | Helper |
| Social welfare | Shagufta Javeed | Supervisor |
| Dy.S.S.O | Mutheela Ahmad | R.C.K |
| | | |
| | | |

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

[illegible]

DAY 1- ACTIVITIES

AGENDA 1: PANCHAYAT ASSET REGISTER

Infrastructure:

1. Panchayat Ghar Infrastructure *Pyt. Serichawan 'A'*
 - a. Govt building/private
 - b. New/needing repairs
2. Furniture (Y/N)
3. Computer/printer (Y/N)
4. Internet (Y/N)
5. Telephone (Y/N)
6. Toilet (CSC/part of panchayat ghar) (Y/N)
7. Water (Y/N)
8. Electricity (Y/N)
9. Bank branch (Y/N)
10. CSC (Y/N)
11. Patwarkhana (Y/N)
12. Village haat (Y/N)
13. Playground (Y/N)
14. School-
 - a. Kindergarten (Y/N)
 - b. Primary (Y/N)
 - c. Secondary (Y/N)
 - d. College (Y/N)
 - e. University (Y/N)
15. Anganwadi Centre (Y/N) *03*
 - a. (govt/private) *govt*
 - b. Total children enrolled *67*
15. Amrit Sarovars - details, location, condition *Noida No 5 Gager Kote Good*
16. Government offices- details, whether functional or not *Nil*
17. Ration shop (Y/N)
18. Places of tourism importance - names, little details on historical/cultural importance *Nil*
19. Village heritage sites/ treks- names, little details on historical/cultural importance *Nil*
20. VLW Office (Y/N)
21. Primary Healthcare Centre (Y/N)
22. List of Incomplete Buildings- names, year of construction *No*
23. List of Underutilized Buildings- names *No*



DAY 1-ACTIVITIES

AGENDA 2:

DIFFERENT INSTITUTIONS/INFRASTRUCTURE PROJECTS TO BE VISITED

| AMRIT SAROVARs | Visit, verify | COMMENTS |
|---|--|------------------------|
| Khidmat Centres | Create /Generate awareness on 225 schemes particularly G2C schemes Aapki Zamin Aapki Nigrani, Beams, Janbhagidari, Digital J&K | NO |
| JKB/PSB counters/outlets | a) Status of counter b) Number of visitors | NO |
| Incomplete buildings/projects | Verify whether identification and redistribution done | NO |
| PDS | Visit, evaluate, online status | NO |
| PHC | Visit- evaluate, status of staff, equipment and quality | NO |
| Youth clubs | Meet, interact, seek suggestions | yes |
| SHG | Meet, identify problems, seek suggestions | yes |
| PMAY | Inspect, Inaugurate | |
| My school, my pride progress; schools- water, toilets, staff | Visit, check for water, electricity, sanitation, meet students and staff | water is not available |
| Swachh SBM | Evaluate | yes |
| Panchayat play ground, Sports kits distribution Village games | Ensure, verify. Participate in at least one game in the playground | NO |
| Har Gaon Hariyali, Plantation drive | Evaluate status, feedback | NO |
| Village cultural event Dangal/ Haat/Mela | Participate in; ensure that it is held | or |
| Exhibition of schemes | Ensure that every department participates and that it continues for the entire duration of B2V | NO |
| Jal Jeevan Mission verification- WSS/JSD Electricity supply | Verify | yes |

DAY 1- ACTIVITIES

AGENDA 4:

SELF EMPLOYMENT ACTIVITIES

Ensure Self-employment activities for youth, distribute employment letters for people selected under various social schemes (15 IS THE TARGET PER PANCHAYAT)

Number of cases in different categories sanctioned :

Details of the bank sanctioning it :

Total amount involved :

DAY 1 ACTIVITIES

AGENDA 5

In the evening, hold informal meetings with senior citizens, govt employees, retd employees, youth club and other citizens who are enrolled on college/university and have discussion on Gandhi Katha, Nasha Mukta Abhiyan, corruption free governance, doubling farmers income and record the proceedings

DAY 2

- i. No of Individual Compost Pits constructed 02
- ii. No of Individual Soak Pits constructed 250
- iii. No. of Biodiversity management committee meetings held:
- iv. Is the name of Sarpanch displayed on citizen information boards of all IRD & PR schemes: Yes/No *Yes*
- v. Are Sarpanchs being involved in start/inauguration of activities: Yes/No *Yes*
- vi. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No *Yes*
- vii. Whether grievance redressal box is installed: Yes/No *Yes*
- viii. No of grievances received pertaining to Panchayat level 04
- ix. No of grievances disposed of at Panchayat level:
- x. Whether the Sarpanch/Panchayat Secretary have digital signatures: Yes/No *Yes*
- xi. Whether all MGNREGA/ 14th FC payments are being made by Sarpanch through Digital Signature Certificate (DSC): Yes/ No *Yes*

HUMAN RESOURCE AVAILABLE AT THE PANCHAYAT LEVEL:

| SR NO. | DEPARTMENT WISE STAFF | NUMBERS | | NAMES |
|--------|--|----------------------|----------------------|--|
| | | SANCTIONED | ACTUAL | |
| | Rural development department: BDO JE GRS TA | 01 01 01 01 | 01 01 01 01 | Agaz Ahmed Bhat Naseer Ahmed Shakeel Hussain |
| | SCHOOL EDUCATION: TEACHER HEAD MASTER ANY OTHER | 12 02 02 | 12 NIL 02 | (1) Ayoub Shah (2) Zaffar Iqbal 3) Yasir Hussain (4) Abul Salam (5) Amir - Saif (6) M. Roshid (7) Iqbal - L. Qayyum (8) Ghulam Ahmed (9) M. H. - d. Rafiq (10) Pervez Ahmed (11) Ras- - eem Shah (12) Zahida Khan 1) Agaz Ahmed (2) M. H. (3) R. K. (4) 1) Mohd. Farooq Supervisor 2) Tanveer Ahmed JAE 3) Jafar Ahmed Technician |
| | JAL JEEVAN: Supervisor J.E. Electrification | 01 01 01 | 01 01 01 | 1) Faried Ahmed 2) Salaam Jaffer 3) Yasir Ahmed |
| | PDD: LINEMAN JE ANY OTHER | 01 01 01 | 01 01 01 | 1) Faried Ahmed 2) Salaam Jaffer 3) Yasir Ahmed |
| | FOOD & CIVIL SUPPLIES | | | Charant Jeet singh |
| | AGRICULTURE & ANIMAL HUS- BANDARY | | | Dr. Sajad Raiz Mohd Iqbal |
| | SOCIAL WELFARE | | | Munira Bi Anju Rehara Irfan Thair |
| | HEALTH: Pharmacist | 1 | 1 | Danish Kumar |
| | ASHA | 02 | 02 | 1) Zahida Bi 2) Jabeen Akhter |
| | ANM | 02 | 02 | 1) Musrat Munir 2) Anis Shera |
| | AYUSH DOCTOR | | | |
| | ALLOPATHIC DOCTOR | | | |
| | H. D.O | 01 | 01 | Nazir Ahmed |
| | ANY OTHER DEPARTMENT | 02 | 02 | Tarife Mehmood Abazkhal Hussain Shakeel Ahmed |
| | Host: | | | |
| | Sheep Husbandry | 01 | 01 | Irfan Tabil |
| | 1) Stock Asst. | 01 | 01 | |
| | 2) As. m | | | |

DAY 2-ACTIVITIES

AGENDA NO.1

Discussion on the and assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat on 21st April 22, on National Panchayati Raj Day (Copy of the resolution to be taken from www.jkpanchayat.in portal under the link of Gram Swaraj Month)

1. SDGs AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY MARCH 2024:
2. STATUS OF WORKS UNDER THE FOLLOWING SCHEMES:

1 Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste yes
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas Nil
- iii. Has mapping of land use, water bodies, forest, slopes, wet lands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason, thereof _____
- iv. Has the Climate Resilience Plan been developed for the GP? Yes /No ✓
- v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures and conservation of wetlands.
- vi. Whether schools have started segregating waste
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management

2 Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? yes
- ii. Do all the eligible individuals been provided the Golden Card? yes
- iii. Are all the Children being immunized as per the Schedule recommended by Govt. of India? yes
- iv. Are all the eligible individuals been vaccinated against COVID-19? yes
- v. Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal checkups? yes
- vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? mostly health pr.

3 Water sufficient village

- i. Do all the IHHs in the Gram Panchayat have water pipeline connections? No
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes please specify No
- iii. Do all the IHHs in the Gram Panchayat have toilets? yes
- iv. Are all the IHHs toilets functional or not? yes
- v. Do all the Schools/Anganwadi centers have a toilet facility or not? Yes
- vi. Are all the toilets in the schools/Aanganwadi functional or not? No
- vii. Whether Gram Pachachayat Bhawan has separate toilets for women or not? No

Child Friendly village

Do all the children under the age of 0-6 years been enrolled in the Anganwadi centers for pre-schooling? Yes/NO

How many Bal Sabha's were organized in the Gram Panchayat---25-----

Whether the issues raised by Bal Sabha are addressed during the Gram Sabha. Yes/NO

Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO.

Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No

Village with good governance

Is CSC located in the Gram Panchayat Bhawan or not?

Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not?

Does the Gram Panchayat has its building or not? yes

Is the Gram Panchayat office functional or not? yes

Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? yes

Is Social Audit of earlier Schemes/Programs carried out or not?

Poverty free and enhanced livelihood village

Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify

Have all the eligible households registered in PDS or not? yes

Has Gram Panchayat provided space for Self-help Groups in PanchyatGhar for holding meetings or not?

Have all the eligible households been registered for Pension or not?

Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? yes

Has Job Cards been distributed to all the eligible individuals under MGNREGA? yes

Has Gram Panchayat facilitated SHGs for Bank Account Linkages? yes

Socially secured village

Whether Gram Panchayat is maintaining data related to Differently Abled People?

Is Gram Panchayat Office Disabled Friendly or not?

Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not?

Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not?

Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? yes

Are all the eligible households getting benefits from IAY or not? yes

Engendered Development in Village

How many Mahila Sabha's were organized in the Gram Panchayat-----06

Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/No)

Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No)

Number of women beneficiaries headed households covered under PDS system.....No.....

Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana.....120.....

Self-sufficient infrastructure in the village

Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. *only water is not available*

Whether the Disaster management plan is available at the GP Level (Yes/No)

Whether child-friendly park with required facilities is available in GP (Yes/No)

Whether the GP has easy access to Godown for storage (Yes/No)

Whether street lights are provided in public places for ensuring safety (Yes/No)

DAY 2 ACTIVITIES

AGENDA NO.2

Sensitize village residents about myScheme" portal (myscheme.in) which includes information about all the schemes being run by Central/ State/ UT govt across the country
Scheme Material available from <https://jkpanchayat.in/b2v4.php>

DAY 2 ACTIVITIES

AGENDA NO.3

Hold meeting of the Biodiversity Management Committees to deliberate on issues pertaining to conservation of biodiversity and sustainable utilization of biological resources. He should check People Biodiversity Register (PBR) of that panchayat and review if Biodiversity Management Committee constituted for that panchayat is holding minimum 4 meetings in a year and meeting once in every 3 months (Role of BMC available at <https://jkpanchayat.in/b2v4.php>)

COMMITTEE MEMBERS

PRESENT

BIODIVERSITY REGISTER PHOTOS

PAST 4 MEETING DETAILS- DATES, MINUTES PHOTOS

DAY 2 ACTIVITIES

AGENDA 4

Visiting officer shall also plan and conduct panchayat level convergence meeting of all departments and prepare Village development plan for village, in consultancy with Gram panchayat, discuss it in gram sabha and get it approved.

GPDP format available on <https://jkpanchayat.in/b2v4.php>

In addition GPDP plan shall also include :

- Tourist places which need to be developed
- Specific product which needs to be developed
- Tourism- home stays
- 20 candidates for training under Himayat scheme alongwith trade in which training is to be given

DAY 2 ACTIVITIES

AGENDA 5

Ensure saturation of following schemes and give status:

| NAME OF THE SCHEME | TOTAL ELIGIBLE BENEFICIARIES IN THE VILLAGE | TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME | REASONS FOR PENDENCY |
|--|---|--|------------------------|
| Golden Health Card under Ayushman Bharat | 2365 | 1715 | Pending under process |
| Janani suraksha yojana | 20 | 26 | - |
| OLD AGE pension | 72 | 72 | N/A |
| Widow pension | 30 | 30 | N/A |
| Disability pension | 77 | 77 | N/A |
| Domicile certificate | 1600 | 1440 | Not apply for Domicile |
| Kisan credit card | 141 | 111 | Not apply for the same |
| PM kisan sammannidhi | 138 | 136 | |

| | | | |
|---|-----|-----|----------------|
| and pass book | 408 | 140 | under progress |
| Registration of village vendors on GEM portal | ND | ND | ND |
| Registration of village contractors on jktenders portal | 10 | 10 | - |
| Registration of village contractors on PWD portal | 06 | 06 | - |
| Incomplete buildings/projects | Nil | Nil | Nil |

DAY 2 ACTIVITIES

AGENDA 6

ASHA MUKT ABHIYAN

1. Whether gram sabha resolution passed *Yes*
2. Details of activities conducted *Yes*
3. Whether all activities and GS resolution uploaded on jkpanchayats.in portal *ND*
4. How many drug addicts in the village *No*
5. Whether reported to the Deputy Commissioner *No*
6. How many registered for rehabilitation under government programme *N*

DAY 2 ACTIVITIES

AGENDA 7 SOCIAL AUDIT

Conduct social audit of atleast 5 works each under following schemes:

| NAME OF THE SCHEME | DETAILS OF THE WORKS | YEAR OF WORK APPROVAL | AMOUNT APPROVED FOR THE WORK | WHETHER WORK EXECUTED SATISFACTORILY | GEO-TAGGED PHOTOS | ANY GRIEVANCE RECORDED RELATING TO THAT WORK |
|--------------------|----------------------|-----------------------|------------------------------|--------------------------------------|-------------------|--|
| MGNREGA | 05 | 2021-2022 | 5 lac | OK | yes | Nil |
| PMAY | 05 | 2021-22 | 6.50 lac | OK | yes | Nil |
| HRL UNDER SBM-G | 40 | 2021-22 | 4.80 lac | OK | yes | Nil |
| CSC UNDER SBM-G | 02 | 2021-22 | 3.60 lac | OK | yes | Nil |
| AMRT SAROVAR | 01 | 2022-23 | 5.00 lac | OK | yes | Nil |

DAY 2 ACTIVITIES

AGENDA 8

MAHILA SABHA

Total women in the village above the age of 18

Total attended

Proceedings:

(Pl insert pointers to be discussed there – refer palli proceedings)

No data available.

DAY 2 ACTIVITIES

AGENDA 9

MAHILA SABHA

Hold a Mahila Sabha and record proceedings

Total children in the village above the age of

Total attended

Proceedings:

(Pl insert pointers to be discussed there – refer palli proceedings)

DAY 2 ACTIVITIES

AGENDA 10

INAUGURATIONS

| SR NO. | ASSETS / ACTIVITIES INAUGURATED | STATUS OF THE ASSET/ACTIVITIES (NUMBER, OTHER DETAILS) | GEO-TAGGED PHOTOS |
|--------|--|--|-------------------|
| | VILLAGE HAAT under JKSRM (SUNDAY MARKET) | Nil | - |
| | PMAY houses if any ready for inauguration | 03 | yes |
| | Swachh gram projects- segregation sheds etc | Nil | Nil |
| | Amrit sarovars | 01 | yes |
| | Sports kits | 01 | yes |
| | Village cultural events | 02 | yes |
| | JJM assets/projects | Nil | Nil |
| | Any other to be identified at district level | Nil | Nil |

FOLLOW UP OF (B2V1, B2V2 & B2V3):

(Pre filled excel sheet to be taken from district level/ and also to be downloaded from www.jkpanchayat.in)

| S.NO. | Particulars | Action taken | Remarks # |
|--|---|--------------------|---------------------------|
| I. Urgent Public Requirements/ Demands- B2V1 | | | |
| 1 | Motable bridge from | Nil | Not Constructed till date |
| 2 | Kapara to gagarkote near | | |
| 3 | Hyder Project | | |
| 4 | Link road internal | Upto some extend | |
| 5 | Supply of water | Nil | No work on ground |
| 6 | Supply electricity | Satisfactory | Some poles are needed. |
| 7 | Grain store | Nil | No grain store in the |
| 8 | School infrastructure/ repair/ add | Upto some extend | Repairment and |
| 9 | Urgent Public Requirements/ Demands- B2V2 | | Add C. room are required. |
| 1 | Motable bridge from Kapara | | |
| 2 | to gagarkote near Hyder Project | No | Not Constructed till date |
| 3 | Link road. | Upto some extend | Genuine demand of the |
| 4 | | East has been done | Public |
| 5 | Water Supply Scheme | No | Public crying for water |
| 6 | Supply electricity | Satisfactory | Poles are required. |
| 7 | Grain store | Nil | No store in the village. |
| II. Major Problems - B2V1 | | | |
| 1 | Motable bridge from Kapara | Nil | No bridge is constructed |
| 2 | to gagarkote near Hyder Project | | till date |
| 3 | Link road | Upto some extend | |
| 4 | Supply of water | Nil | Water supply must |
| 5 | | | be supplied in the p.p. |

| | | | |
|---|-------------|----|--------------------|
| 4 | Grain Store | No | Grain Store needed |
| 5 | | | |

Major Problems- B2V2

| | | | |
|---|--------------------|-------------------|--------------------------------|
| 1 | Supply of water | Nil action taken | Water Supply needed in the pvt |
| 2 | | | |
| 3 | Electricity | Satisfactory | But some poles are required |
| 4 | Link road internal | Up to some extent | Need more work for Road |
| 5 | | | |

Major Problems- B2V3

| | | | |
|---|------------------------------|--------------|-----------------------------|
| 1 | Movable bridge of goa kapara | No | Bridge is not constructed |
| 2 | to Rajar Kote project | | |
| 3 | Electricity | Satisfactory | Some poles are needed |
| 4 | Supply of water | No | Need Supply of water in pvt |
| 5 | | | |

Major Complaints- B2V1

| | | | |
|---|-----------------------|-------------------|----------------------|
| 1 | Supply of water | Nil | Need Supply of water |
| 2 | Supply of electricity | Satisfactory | |
| 3 | Road Connectivity | Up to some extent | Need more roads |

Major Complaints- B2V2

| | | | |
|---|-----------------------|--------------|---------------------------|
| 1 | Supply of water | | |
| 2 | Supply of electricity | Satisfactory | But some poles are needed |
| 3 | | | |

Major Complaints- B2V3

| | | | |
|---|-----------------------|-------------------|-----------------------|
| 1 | Supply of water | No | Need Water Supply |
| 2 | Supply of electricity | Satisfactory | Some poles are needed |
| 3 | Road Connectivity | Up to some extent | Need more road |

OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST DEPARTMENT: Revenue R.D.O
2. LEAST RESPONSIVE DEPARTMENT: PHE

GENERAL ASSESSMENT OF THE VISITING OFFICER

| | |
|-----|---|
| I | Any major complaint brought to the notice of the Visiting Officer: (1) <u>Motable road bridge from Kapara to Gagar Kote Hydral project on Sumar river</u> |
| II | (2) <u>Road from Ka. Sasserikhoja to Kalani-Timbira bridge</u> (3) <u>Water supply scheme</u> Major/urgent public demands that were reflected earlier but have not been addressed so far: (4) <u>Motable bridge at Kapara Gagar Kote Hydral project on Sumar river</u> (5) <u>Water supply scheme</u> |
| III | Overall assessment of the visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions) |
| IV | Overall Rating of govt functioning as given by the Panchayat (Scale of 0 to 10) 07 |
| V | Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days |

I got the opportunity to pay visit in Sar-chawana A.P. during the visit I looked all the development work in all the seven wards. I had brought all the genuine demands of the public into notice of the Govt through the visit books provided to me but due to non availability of fund or any other reason the genuine demands of the public could not be redressed so far. I suggested and recommended that the grievances of the public are redressed and fulfilled at the earliest possible so that the faith of the public may not come to end and all urgent public demand are met necessary for the development of the pvt Sar-chawana A.P. and get active B.V. program.

Signature of Sarpanch

Name

Signature of the Visiting Officer

Name Ranjit Singh D/char

Continued

A meeting is organized in the chamber of Sarpanch in which all the members of the pvt Panchayat and Sarpanch and Senior Citizens/Villager adharan are present in the meeting in which public raised the genuine demand of the pvt Sar-chawana A.P. (1) Motable bridge near Kapara Gagar Kote Hydral project on Sumar river. (2) Water supply scheme (3) Road connect Anemotendani is submitted by the Sarpanch to your kind information and recommended for approval and copy of resolution is attached herewith.