

Physical Inspection of Works in Bongaigaon District

Name of the Work/Project/Beneficiary/ etc.	Demonstration Plot on Potato cultivation (Variety: Kufri Lalit)
Name of scheme/programme/project- under which the inspected work comes under.	Rashtriya Krishi Vikas Yojana (RKVY)-2023-24
Administrative Department Name	Department of Agriculture, Bongaigaon
Name of District	Bongaigaon
Name of LAC	32 Bongaigaon
Name of Village-Revenue/Forest	1 no. Nayapara

Name of E&M Official with Designation	Smt. Lalita Haloi, Asstt. Director, E&M Div., T&D Deptt. Barnali Borah, Junior ^{Development} Research Officer, T&D Deptt.
Name of Line Deptt. Official accompanied	Sri Paresch Chandra Ray, ADA-I, Bongaigaon Sri Amrit Lal Narzary, (ADA-II, Bongaigaon
Date	27.12.2023
Photographs/Videos-enclosed	Yes

Part	Sl No.	Item	Prepared by	Page
I.	1.	Work Brief	Line Department	2
	2.	Master Area Development Plan		3
	3.	Convergence Scenario		3
	4.	Finances		3
	5.	Administrative Approval and Technical Sanction		4
	6.	Physical Progress-Timeliness		4
	7.	Physical Progress-Monitoring		4
	8.	Physical Progress-Documentation		4
	9.	Critical comments by Deputy Commissioner /HOD/Autonomous Council		5
II.		Transparency and Social Audit if any undertaken by Execution Agency/District Administration/HOD/Autonomous Council		6
III.		Critical Comments by Observer	E&M Official	7
IV.		Rating of each work under the Scheme		8-9
V.		Photographs		10
VI.		Recommendations of Observer		11

/


 28/12/2023
 District Agriculture Officer
 Bongaigaon

Part-I: Work wise details and Progress

(To be filled in by the Deputy Commissioner/ HOD/ Authority and share to the M&E Observer- either before or after)

1.1. Brief of the Work

Name of District	Bongaigaon
Name of LAC	32 No.Bongaigaon LAC
Name of Village- Revenue/Forest	1 no. Nayapara
Officer conducting the Physical Inspection	Smt. Lalita Haloi, Asstt. Director,E&M Div., T&D Deptt. Smt. Barnali Borah, Junior Research Officer, T&D Deptt.
Date of Physical inspection	27.12.2023

Work wise Scheme

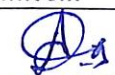
Name of Scheme/ Programme/Project	Rashtriya Krishi Vikas Yojana (RKVY)-2023-24
Objective of the Scheme/Programme	The scheme aims at making farming a remunerative economic activity by strengthening the farmer's effort, risk mitigation, and promoting agri-business entrepreneurship
Scheme/Programme Target Group	Farmers

Each work details (use separate page for each work)

Name of the Work/Project	Demonstration on Potato (Variety- Kufri Lalit)
Year	2023-24
Work Location Details	1 no. Nayapara
Sub Division / Forest/ Wildlife Division	Bongaigaon
Development Block	Bidyapur
Gaon Panchayat	Chaprakata
Name of MP Constituency	Barpeta
Objectives	To increase production and productivity
Objective of the works	Popularizing high yielding table potato variety to increase production.
Expected Output of the work	Increase productivity (above 40 qtls/bigha).
Expected Outcome of the work	Awareness about the new technologies to increase production, productivity to generate more income to the farmers.
Impact to be visualized in 3 years (at the time of proposal)	Adoption of new technologies and following the recommended package of practice.
Execution Agency (Work funded by)	Central and State Share
Name of Implementing Agency	Department of Agriculture, Assam.
Name of the Officer with Designation	Sri Siddique Shajon Ahmed , Sr. ADO & DNO, RKVY, Bongaigaon
Contact Phone/Mobile Number	9854657079
Contact email id	bongaigaondao@gmail.com
Monitoring Agency/Officer	District Agriculture Officer, Bongaigaon
Name of Monitoring Agency/Officer from Office of DC/ HOD/ Authority/ Implementation Agency	Sri Apal Das , DAO , Bongaigaon
Contact Phone/Mobile Number	9435023099
Contact email id	bongaigaondao@gmail.com

CS

Dist. Development Commissioner
Bongaigaon


28/12/2023
District Agriculture Officer
Bongaigaon

1.2. Master Area Development Plan as approved by District/ HOD/ Autonomous Council if available: NA

1.3. Convergence Scenario if any in the project area: List of works taken up under different schemes (CS, CS, NES, EAP, SOPT) in the villages for the last 3 Years- NA

Year	Scheme- CS/CS/NES/EAP/SOPD	Work/ benefit Name	Allocation	Expenditure	Physical Progress	Remarks
NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA

1.4. Finances/ Fund

Year	Finally Approved Estimate	Sanctioned amount with date	Expenditure	Amount for which utilization certificate was submitted	Amount for which utilization certificate is pending
NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA

(N.B. – Under RKV only inputs are supplied from Directorate of Agriculture, Assam, Khanapara, Guwahati-22)

Year	Amount received by the District HOD/Autono- mous Council	Date of sanction	Date of fund Receipt	Amount released for the works by the Authority	Date of release	Num- ber of days Funds were parked	Reasons for the delays and parking
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA

1.5. Administrative Approval and Technical Sanction

Technical Sanction/ Approval						Administrative Approval
Name of the work	No. and Date	Amount (Lakhs)	Revised Estimate if any with approval date	Scheduled Rate/Yr	No. and Date	Amount Approved (Lakhs)
NA	NA	NA	NA	NA	NA	NA


 Dist. Development Commissioner
 Bongaigaon


 28/12/2023
 District Agriculture Officer
 Bongaigaon

1.6.1.Physical Progress.1: Time taken to complete the works

Date of approval of the work District/ HOD/ Autonomous Council	Date of work allotment	Target Date: Completion target as per work allotment	Actual Date of work completion	Remarks
04.11.2023	08.11.2023	22.01.2024	-	The crop is in tuber development stage.

1.6.2. Physical Progress .2: Evidence: District/ HOD/ Autonomous Council level Monitoring

Date of Inspection	Name of inspection Officer with Designation	Whether a copy of inspection report hosted in District website (Yes/No)	Whether action taken report by DC is hosted in District website (Yes/ No)
08.11.2023	Sri Apal Das, DAO,Bongaigaon	No	No
29.11.2023	Sri Paresh Chandra Ray, ADA- Bongaigaon	No	No
24.12.2023	Sri Apal Das, DAO,Bongaigaon	No	No

1.7 Documentation of work progress and completion

Photographs- hosted in District/ HOD/ Autonomous Council website (Yes/ No)	District/ HOD/ Autonomous Council		Video hosted in District/ HOD/ Autonomous Council website (Yes/No)	Whether geotagging is done and hosted in District/ HOD/ Autonomous Council website (Yes/No)
	Before the work progress	Upon completion		
No	No	No	No	No

(N.B.: Photographs taken but not hosted in any website)

CS

 Dist. Development Commissioner
 Bongaigaon


 28/12/2023
 District Agriculture Officer
 Bongaigaon

04.11.2023

08.11.2023

22.01.2024

-

The crop is in tuber development stage.

1.6.2. Physical Progress .2: Evidence: District/ HOD/ Autonomous Council level Monitoring

Date of Inspection	Name of inspection Officer with Designation	Whether a copy of inspection report hosted in District website (Yes/No)	Whether action taken report by DC is hosted in District website (Yes/ No)
08.11.2023	Mr Apal Das, DAO, Bongaigaon	No	No
29.11.2023	Mr Paresh Chandra Ray, ADA- Bongaigaon	No	No
24.12.2023	Mr Apal Das, DAO, Bongaigaon	No	No

1.7 Documentation of work progress and completion

Photographs hosted in District/ HOD/ Autonomous Council website (Yes/ No)	District/ HOD/ Autonomous Council		Video hosted in District/ HOD/ Autonomous Council website (Yes/No)	Whether geotagging is done and hosted in District/ HOD/ Autonomous Council website (Yes/No)
	Before the work progress	Upon completion		
No	No	No	No	No

(N.B.: Photographs taken but not hosted in any website)

CS


Dist. Development Commissioner
Bongaigaon



28/12/2023
District Agriculture Officer
Bongaigaon

1.8 Critical observations / Comments by the Deputy Commissioner/HOD/ Autonomous Council

1.	Time delay in the work selection /service/Benefit Delivery (with reference to the scheme year & work allotment time.	No
2.	Time delay in benefit/Benefit Release:	NA
3.	Cost over runs / cost of units	NA
4.	Diversions of Funds/Benefits/ Service Delivery.	No
5.	Less Work against the amount spent.	No
6.	Noncompliance with scheme/Programme guidelines if any in implementation	No
7.	Duplication of works if any.	No
8.	Not following approved estimate/design/ Deviation from the approved Estimate/design Quality Standards.	No
9.	Physical Progress in % as on date of inspection	Completed
10.	Financial Progress in % as on date of inspection	NA
11.	Number of works -work delayed with reference to approved plan.	No
12.	Transparency in Financial Audit	NA
13.	Sign Board-Yes/No	Yes
14.	Sign Board - Information in local language - Yes/No	Yes
15.	Social audit - community meeting before the start of the work - Yes/No	Yes, Community meeting
16.	Social audit - community meeting after completion of work - Yes/No	Not completed, Crop is in growing stage
17.	Involvement of local body- PRI/ Autonomous Council/ Local	Yes
18.	Quality of work - Excellent/ Good/ Satisfactory/ Poor	Good
19.	Achievement - themes -Achieved- Fully/ Partly / Not achieved.	Fully
20.	Incomplete work - part of work/Slow programme of work.	No
21.	Delay in Certificate Submission.	No
22.	CAG reports on the scheme/Programme in the State	NA
23.	Whether the Exc. Agency/GP included the asset created in the Register.	NA
24.	Person responsible for poor/excellent performance if any.	NA
25.	Sustainability of work- Who will be responsible for its maintenance	Members of SHG
26.	Approval/Commission by the Executing Agency / DC / HOD/ Autonomous Council	The beneficiaries under the demonstration of RKVY 2023-24, Potato (Var: Kufri Lalit) is individual beneficiary as well as members of SHG and the benefits availed is quality seeds to increase production.

es

Dist. Development Commissioner
Bongaigaon


28/12/2023
District Agriculture Officer
Bongaigaon

Part.II. Transparency and Social Audit of each of the work if any undertaken by Execution Agency/ District Administration/HOD/ Autonomous Council

(Social Audit: community participation in understanding, measuring, tracking, analyzing and evaluation of performance of work and fixing accountability for the omissions and commissions while ensuring transparency.)

N.B.: Under this process, registration individual beneficiaries are benefitted.

	Processes/	Comments by the DC/ HOD/ Autonomous Council
1.	Whether board of work is in local language before the start of works with full details-	
2.	Whether date and time was announced adequate in advance / minimum 2 week in advance to all stakeholders to ensure that there is a gathering of all sections of people including the marginalized sections of society including SC,ST, BPL, Disabled, OBC and others.	
3.	Whether representatives of Planning Agency, Monitoring Agency, Local bodies are present in the Social Audit meeting? Whether local Hon'ble MLAs/MPs/DC/HOD/ Autonomous Council are informed about the Social Audit invitation if convenient?	
4.	Whether content of Social Audit, Scheme objective, Works approved Technical Estimate and funds spent are discussed at the beginning of the Social Audit meeting.	
5.	Whether all relevant records are made available to the public for checking the social audit much before the social audit meeting on 3-4 tables?	
6.	Whether representatives of all sections of people -All genders, religions, tribes, Panchayat President and / Local MLA/ HOD/ DC/MP were present. Check attendance register?	
7.	Whether attendance of local people / Panchayat involvement is maintained -Yes/No. Total number of adults present in the village.	
8.	Whether general guidelines followed in Social Audit are followed. Yes/No	
9.	Whether Implementation/ Execution Agency maintain and display photographs of work - before start, during and (along with locals+PRIs)-Yes/No	
10.	Whether level of Public Satisfaction on the planning and execution of works. Excellent/ Good / Satisfactory/Not Satisfactory	
11.	Whether Social Audit is conducted by Execution Agency Personal + HOD/ DC/MP/ PRI accompanied (if any in physical form) (specify)	

CS

 Dist. Development Commissioner
 Bongaigaon


 28/12/2023
 District Agriculture Officer
 Bongaigaon

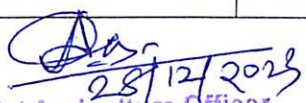
(Social Audit: community participation in understanding, measuring, tracking, analyzing and evaluation of performance of work and fixing accountability for the omissions and commissions while ensuring transparency.)

N.B.: Under this process, demonstration individual beneficiaries are benefitted.

	Processes/Steps	Comments by the DC/ HOD/ Autonomous Council
1.	Whether the board meeting was held in local language before the start of works with full details-	
2.	Whether the date and time was announced adequate in advance / minimum 2 week in advance to all stakeholders to ensure that there is a gathering of all sections of people including the marginalized sections of society including SC,ST, Tribes, Dalit, Disabled, OBC and others.	
3.	Whether the Implementing Agency, Monitoring Agency, Local bodies, Panchayat, Social Audit meeting? Whether local Hon'ble MLAs/MIPs/ HOD/ Autonomous Council are informed about the Social Audit invitation if convenient?	
4.	Whether the content of Social Audit, Scheme objective, Works approved Technical Estimate and funds spent are explained at the beginning of the Social Audit meeting.	
5.	Whether all the financial records are made available to the public for checking the social audit much before the social audit begins on 3-4 tables?	
6.	Whether all the sections of people -All genders, religions, tribes, Panchayat President and / Local MLA/ HOD/ Council members were present. Check attendance register?	
7.	Availability of recordings of local people / Panchayat involvement in the Social Audit -Yes/No. Total number of adults present in the Social Audit of the village.	
8.	Whether all the beneficiaries involved in Social Audit are followed. Yes/No	
9.	Whether the Implementation/ Execution Agency maintain and display the photographs of work – before start, during and (along with locals+PRIs)-Yes/No	
10.	Score of Public Satisfaction on the planning and execution of works. Excellent/ Good / Satisfactory/Not Satisfactory	
11.	Whether the Implementation Agency Personal + HOD/ Council /PRI accompanied (if any in physical form) (specify)	

CS

Dist. Development Commissioner
Bongaigaon


28/12/2023
District Agriculture Officer
Bongaigaon

Part.III. Critical comments of Observer on the observations of the Implementation/Executing Agency/ DC:

1.	Time delay in the work selection /service/Benefit Delivery (with reference to the scheme year & work allotment time.	NO
2.	Time delay in Fund/Benefit Release:	NA
3.	Cost over runs/High cost of units	NA
4.	Diversion of Funds/Benefits/ Service Delivery.	NO
5.	Less Work against the amount spent.	NA
6.	Non-compliance to scheme/Programme guidelines if any in implementation	NA
7.	Duplication of works if any.	NO
8.	Not following the approved estimate/design/ Deviation from the approved Estimate/design/Quality Standards.	NA
9.	Incomplete/ No start of work/Slow programme of works.	ONGOING (except at the in tubes development stage)
10.	Delay in Utilization Certificate Submission.	NA
11.	CAG Reports (If any on the scheme/Programme in the State)	NA
12.	Whether the Impl./Exc. Agency/GP included the asset creation in the Asset Register maintained at District level both at Line Department level and at DDC/DC Level.	No
13.	Recommendations if any for improvement in work and for sustainability	Satisfactory
14.	Any comment/submission by the Executing Agency	Good.

Part.IV.Rating of each of the work by M&E Observer
(Use separate sheet for each work/ project)

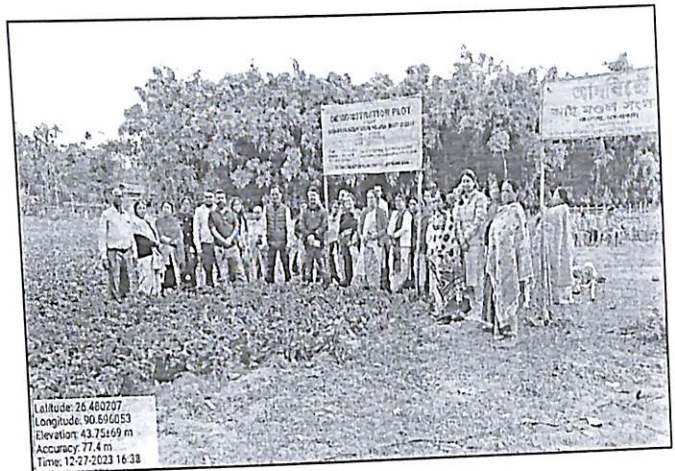
Sl. No	Parameter			Weight age of the Work monitored	
	Name	Performances	Weight age		
1	Physical Progress (20)	>90%	20	20	
		70-89%	15		
		50-69%	10		
		<50%	0		
2	Financial Progress (20)	>90%	20		
		70-89%	15		
		50-69%	10		
		<50%	0		
3	Timely Completion (10)	In Target Time / year	10	10	
		6 months delay	5		
		1 yr delay	0		
4	Transparency (20)	A	Signboard with comprehensive information in local language (Additionally English is optional)	5	5
			No signboard	0	
		B	Social Audit/ Local Mass Commonly meeting before the start of work for planning and awareness	5	5
			No community planning and awareness meeting	0	
		C	Monthly Social Audit/ meeting with the community or at least once /during/ upon whole work completion	5	5
			No meeting	0	
		D	PRI / Local body/ Council Involvement	5	5
			No PRI involvement	0	
5	Quality of works (15)	Excellent	15	5	
		Good	10		
		Satisfactory	5		
		Poor	0		
6	Achievement of Schemes (15) Objectives	Fully achieved	15	10	
		Partly achieved	10		
		Not achieved	0		
	Total			65	

Grade and weight age

Grade	Weight age
A (Excellent)	>90%
B (Good)	80-89%
C (satisfactory)	70-79% ✓
D (Poor)	<70%

Part.V. Photographs

Demonstration Plot of Potato (Variety- Kufri Lalit) under Rashtriya Krishi Vikas Yojana (RKVY)-2023-24 in an area of 7.5 bighas.



Dr.
28/12/2023
District Agriculture Officer
Bongaigaon

Part.VI. Recommendation of the M&E Observer:

Name of Work : Demonstration Plot on Potato Cultivation under
RKVY

Name of Department : Department of Agriculture.

Name of Visiting Officials : Smt. Lalita Haloi, Asst. Director, E&M Division
Smt. Bernali Borah, Jr. Dev. Officer, E&M Division.

Observations deserving appreciation:

- ① A demonstration plot on Potato cultivation (7.5 Bigha) by Pragati Mahila Samiti (85 Nos of women members) under RKVY was observed in the field.
- ② Seeds and fertilizers are provided by the department itself.
- ③ There is a good sign of women empowerment as well as involvement of different communities was noticed.

Observations: Areas of Improvement:

- ① The Banner needs to be installed in local language also with all details of the project.
- ② Need of Solar irrigation facility was seen. The concerned authority is requested to look into the matter from their end.