

**Questionnaire of Intermediate Panchayat for Deen Dayal Upadhyay Panchayat Sashaktikaran Puraskar(DDUPSP) Award for the Appraisal
Year 2020-2021
General(Compulsory)**



Note:

1. Please enter answer /reply in the box provided against each question.
2. The Panchayat should upload at least 5 supportive documents/files (like Minutes of the Meeting, videos/PPTs, Audit Reports, Citizen Charter, Photographs of activities, Record of Panchayat Income, Social Audit Report, Previous National/State Level Awards certificates, any other relevant records)
3. BLC/DLC/SPPAC should ensure evaluation and verification of each question with utmost care. Evaluation & verification should be critical and clear.
4. BLC/DLC/SPPAC should ensure all the requisite documents to be uploaded on the Panchayat Awards portal. All the uploaded documents should be correct, properly structured and verified in prescribed format by SPAAC/State Government.

Sl.No	Topic/Subtopic Name	Question Description	Total Marks : 100.0 Max.Marks																								
1	Mandatory Committees/Constitution	<p>If Panchayat Committees have been constituted as per the concerned State Government legislation, then please provide following details.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 60%;">No. of Committees mandated</th> <th style="width: 40%;">No. of Committees actually constituted</th> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>	No. of Committees mandated	No. of Committees actually constituted			2.0																				
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2	Mandatory Committees/Meetings/Decisions	<p>If the Panchayat Committees have conducted meetings then please provide following details regarding any 5 meetings conducted.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Sl.No</th> <th style="width: 25%;">Date of meeting</th> <th style="width: 30%;">Any Major decision taken from different sectors per meeting</th> <th style="width: 30%;">Action taken/initiated on each decision</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">i</td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> <tr> <td style="text-align: center;">ii</td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> <tr> <td style="text-align: center;">iii</td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> <tr> <td style="text-align: center;">iv</td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> <tr> <td style="text-align: center;">v</td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </tbody> </table>	Sl.No	Date of meeting	Any Major decision taken from different sectors per meeting	Action taken/initiated on each decision	i				ii				iii				iv				v				10.0
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3	Panchayat functioning/Panchayat meetings	<p>Whether the minutes of the Panchayat meetings are recorded? Please enter remarks in the box below & specify the method(s) of maintaining the record of Panchayat meetings.</p> <p> <input type="radio"/> Yes <input type="radio"/> No </p> <p style="text-align: right;">Comments, if any:</p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	2.0																								
4	Panchayat functioning/Panchayat meetings	<p>Please provide following details of participation of the ERs in the meetings of the Intermediate Panchayat</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">Date of Intermediate Panchayat meetings</th> <th style="width: 35%;">Total number of elected members in Intermediate Panchayat</th> <th style="width: 30%;">No. of members who attended the meeting</th> </tr> </thead> <tbody> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </tbody> </table>	Date of Intermediate Panchayat meetings	Total number of elected members in Intermediate Panchayat	No. of members who attended the meeting				2.0																		
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5	Panchayat functioning/Panchayat meetings	<p>Whether any of the following subjects were discussed and minutes recorded by the Panchayat during 2020-21? If so, tick mark the subject discussed and mentioned.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;">Subjects</th> <th style="width: 55%;">Comments, if any :</th> </tr> </thead> <tbody> <tr> <td style="height: 40px;"><input type="checkbox"/> Water</td> <td style="height: 40px;"></td> </tr> <tr> <td style="height: 40px;"><input type="checkbox"/> Irrigation</td> <td style="height: 40px;"></td> </tr> <tr> <td style="height: 40px;"><input type="checkbox"/> Education</td> <td style="height: 40px;"></td> </tr> <tr> <td style="height: 40px;"><input type="checkbox"/> Health and Nutrition</td> <td style="height: 40px;"></td> </tr> <tr> <td style="height: 40px;"><input type="checkbox"/> Women and Child Welfare</td> <td style="height: 40px;"></td> </tr> <tr> <td style="height: 40px;"><input type="checkbox"/> SC / ST issues</td> <td style="height: 40px;"></td> </tr> <tr> <td style="height: 40px;"><input type="checkbox"/> Sanitation</td> <td style="height: 40px;"></td> </tr> </tbody> </table>	Subjects	Comments, if any :	<input type="checkbox"/> Water		<input type="checkbox"/> Irrigation		<input type="checkbox"/> Education		<input type="checkbox"/> Health and Nutrition		<input type="checkbox"/> Women and Child Welfare		<input type="checkbox"/> SC / ST issues		<input type="checkbox"/> Sanitation		2.75								
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		<input type="checkbox"/> Rural Roads / Connectivity	
		<input type="checkbox"/> Street lights	
		<input type="checkbox"/> Livelihood	
		<input type="checkbox"/> Any Other	
6	Panchayat functioning/Panchayat meetings	Please provide following information regarding meetings of Panchayat.	
		a. Out of total number of women members, how many attended Panchayat meetings during 2020-21? 2.0	
		Sl.No	Meeting date
		Total number of women	Number of women who attended meeting
		b. Out of total number of SC/ST members, how many attended Panchayat meetings during 2020-21 2.0	
		Sl.No	Meeting date
		Total number of SC/ST members	Number of SC/ST member who attended meeting
7	Planning and preparation of Annual Plan/Process of preparation of annual plan	Was the final Annual Plan of the Panchayat prepared for financial year 2020-21? 2.0	
		<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
8	Planning and preparation of Annual Plan/Convergence	If convergence with departmental plan/schemes was ensured in preparation of annual plan, then please provide name of 4 scheme with which convergence was achieved. 2.0	
		Sl.No	Name of scheme
		i	
		ii	
		iii	
		iv	
9	Planning and preparation of Annual Plan/Consultation	Was Annual Plan discussed in panchayat meeting? 2.0	
		<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
10	Planning and preparation of Annual Plan/Consultation	If lower tier of Panchayat (Gram Panchayat) was consulted for the issues to be included in the Annual Plan then please provide following details regarding consultative meetings conducted 10.0	
		Sl.No	Date of consultative meeting
		Suggestions provided or Issues raised by Gram Panchayat	Whether suggestion or issues of Gram Panchayat accepted, considered or incorporated in Annual Plan (Yes/No)
11	Planning and preparation of Annual Plan/Consultation	Whether following stakeholder groups consulted while preparation of Annual Plan and their suggestions incorporated? Please select the option and provide details for each. 2.5	
		Stakeholder groups	Comments, if any :

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<input type="checkbox"/> Farmers	
<input type="checkbox"/> Women Groups/ SHGs etc.	
<input type="checkbox"/> Youth Groups	
<input type="checkbox"/> Senior Citizens	
<input type="checkbox"/> Others Specify	

12 Panchayat Finance/Central Funds **Please provide the following details regarding funds received from Centrally Sponsored Schemes and their utilization (actuals as on 31.03.2021)** **3.5**

Scheme	Funds received in Rs	Utilization in Rs
Mahatma Gandhi National Rural Employment Guarantee Scheme		
Samagra Shiksha		
Pradhan Mantri Awas Yojana Gramin		
Saubhagya		
Swachh Bharat mission Gramin		
National Rural Livelihood Mission		
Others specify		

13 Panchayat Finance/Funds from other than Central sources **Please provide the following details regarding funds received from other/own sources (SFC, loans etc.) and their utilization (actuals as on 31.03.2021) .** **4.0**

Scheme	Funds received in Rs	Utilization in Rs
State Finance Commission grants		
State schemes grants		
Own Source Revenue		
Others (specify)		

14 Management of Personnel/Participation in Panchayat level meetings **Do Panchayat Members attend the meetings of Panchayat level sectoral committees such as Health and Sanitation, Women and Child Development, Water supply etc.** **1.0**

<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
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15 Management of Personnel/Participation in Panchayat level meetings **Do line department officials attend meeting of Panchayat?** **1.0**

<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
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16 Performance/Livelihood **Whether the Panchayat has taken any initiatives to enhance means of livelihood of villagers?** **1.0**

<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
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17 Performance/Health, Nutrition and Gender issues **Whether the Panchayat has undertaken any activities to improve the health and nutrition of women and children and status of women and children?** **1.0**

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		<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
18	Performance/Environment protection	Whether the Panchayat has undertaken initiatives to.	
		a. Manage solid and liquid waste 1.0	
		<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
		b. Protect environment 1.0	
		<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
19	Performance/Special initiatives taken by the Panchayat for marginalized group of people	Whether the Panchayat has taken any initiatives for women, children, SC/ST and other marginalized group of people? Please describe the efforts undertaken in the box below. 2.0	
		<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
20	Performance/Performance of civic duties	Please select the Civic amenities provided by the panchayat to the people from the following options and describe the efforts undertaken to do so in the comments section. 3.0	
		Civic amenities	Comments, if any :
		<input type="checkbox"/> Electricity/ Solar Street Lighting	
		<input type="checkbox"/> Drinking Water	
		<input type="checkbox"/> Drainage/ Rain water Drainage facility	
		<input type="checkbox"/> Sanitation/ Sewage/Public Toilets	
		<input type="checkbox"/> Roads	
		<input type="checkbox"/> Infrastructure development Community centers/marriage hall/library	
21	Performance/Performance in Education sector	Does the Panchayat undertaken regular monitoring of functioning of school vis a vis Please select the option 2.0	
		Items / Options	Comments, if any :
		<input type="checkbox"/> Monitoring of attendance of children	
		<input type="checkbox"/> Provision of amenities like drinking water	
		<input type="checkbox"/> Construction of toilets etc.	
		<input type="checkbox"/> Availability of playgrounds	
22	Performance/Social responsibility	Has the panchayat taken initiative to inform and educate people on the social issue, local issue etc during the year 2020-21? 2.0	
		<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:

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23	Accounting/Maintenance of Accounts	Please answer the following questions .	
		a. Are Panchayat accounts maintained in the format prescribed by the State Government ? 2.0	
		<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
		b. Are these accounts updated and authenticated during the year 2020 -21 ? 2.0	
		<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
24	Accountability and transparency/Maintenance of accounts	Whether accounts of financial year 2020-21 were placed before the panchayat? 2.25	
		<input type="radio"/> Yes <input type="radio"/> No	Comments, if any:
25	Accountability and transparency/Audit	Whether the accounts for the year 2020-21 audited by the State Audit Department ? 2.0	
		<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	Comments, if any:
26	Accountability and transparency/Audit	Whether audit paras have been complied with ? 2.0	
		<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable	Comments, if any:
27	Use of PES Applications	Whether the Panchayat Enterprise Suite applications developed by Ministry of Panchayati Raj being used? Please select the appropriate option . 3.0	
		<input type="checkbox"/> PES Application	Comments, if any :
		<input type="checkbox"/> PRIASoft -Accounting Module of e-GramSwaraj	
		<input type="checkbox"/> PlanPlus -Planning Module of e-GramSwaraj	
		<input type="checkbox"/> ActionSoft -Reporting Module of e-GramSwaraj	
28	Own Source of Revenue(OSR)/Increase in income Generation	Please provide the details regarding the increase/decrease in the Own Source Revenue in the Intermediate Panchayat. 4.0	
		OSR generated during the year (2020-21)	OSR generated in last year (2019-20)
29	Poverty alleviation	Please provide the details regarding the increase/decrease in the number of BPL families count in the Intermediate Panchayat. 4.0	
		No. of BPL families count during the year (2020-21)	No. of BPL families count in last year (2019-20)
30	Income Generation	Please mention the names of the income generating assets created during the year, if any . 4.0	
		Sl.No	Name of any 4 income generating asset created during the year (2020-21)
		Comments if any	
		1	
		2	
		3	
		4	
31	Grievance redressal	Please provide the following details to ascertain the efficiency of grievances redressal mechanism . 2.0	
		No. of complaints received (2020-2021)	No. of complaints replied to/redressed (2020-2021)
32	Information disclosure/Voluntary disclosure of information	Please provide the following information regarding RTI compliance . 2.0	
		No. of applications received (2020-2021)	No. of applications replied to/addressed (2020-2021)

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33	Information disclosure/Voluntary disclosure of information	Whether voluntary disclosure of the following important information displayed on boards/offices of Panchayat as per provisions of RTI Act . 2.0	
		Information/item	Comments, if any :
		<input type="checkbox"/> BPL list	
		<input type="checkbox"/> Pensioners list Widow, Old, Divyangjan, Orphan etc.	
		<input type="checkbox"/> Name of Beneficiaries of various schemes	
		<input type="checkbox"/> Income and expenditure of the Panchayat	
34	Summary	Please provide information (upto 10 bullet points) regarding best practices, achievements of the Intermediate Panchayat for social and economic development of the people etc. (To be evaluated by the DLC/SPPAC) 5.0	
		<div style="border: 1px solid black; height: 100px;"></div>	