

Model Physical Inspection (Format) of Works in
...BONGAIGANJ..... District / Administrative Unit/ Authority

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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 each of the Work

Name of District	Bongaigaon
Name of LAC	35-Abhayapuri South
Name of Village- Revenue/ Forest	Ward No-3 ABhayapuri

Officer conduction the Physical Inspection	Pradip Das, RO, E&M Division, T&D Department
Date of Physical Inspection	28.12.2022

Work wise Scheme

Name of Scheme/Programme/Project	Pradhan Mantri Matsya Sampada Yojana (PMMSY), 2020-21
Objective of the Scheme/ Programme	Creation of Marketing infrastructure, marketing of Ornamental fish, Facilities for customer to test various type of fish, fish pickle etc.
Scheme/Programme Target Group	PMMSY Scheme, Diya SHG, Abhayapuri (Target Group)

Each work details (use separate page for each work)

Name of the Work / Project	Construction of Fish Kiosk under PMMSY, 2020-21
Year	2020-21
Work Location Details	Ward No.3 Abhayapuri, P.O: Abhayapuri, Near Abhayapuri College Block : Tapattary
Sub Division / Forest/ Wildlife Division	North Salmara
Development Block	Tapattary
Gaon Panchayat	Abhayapuri Municipality
Name of MP Constituency	Barpeta MP Constituency
Objectives	Creation of Marketing infrastructure, marketing of Ornamental Fish, Facilities for customer to test various type of fish, fish Pickle etc.
Objective of the works	Creation of Marketing infrastructure, marketing of Ornamental Fish, Facilities for customer to test various type of fish, fish Pickle etc.
Expected output of the work	Aquarium, Ornamental Fish, Table size Fish, Furniture, Refrigerator Fish items for customer like Fish Pickle, Dry Fish, Frozen Fish, Packet Fish, Cooked Fish/Fried Fish, Aquarium for sale to Customer.

Expected outcome of the work	Employment generation, Income generation for SHG.
Impact to be visualized in 3 years (at the time of proposal)	Expected better livelihood of SHG
Execution Agency	Dept. of Fisheries, Assam, Guwahati
Name of Implementing Agency	O/o. the DFDO, Bongaigaon
Name of the Officer with Designation	Debabrat Das, DFDO
Contact Phone/ Mobile Number	9854829732
Contact email id	bongaigaondfdo@gmail.com
Monitoring Agency/ Officer	FDO, JE, FD
Name of Monitoring Agency/ Officer from Office of DC/ HOD/ Authority/ Implementation Agency- IA	Baban Kalita, FDO Hemanta Deka, JE Girish Talukdar, FD
Contact Phone/ Mobile Number	Ph. No. 9707841187 Ph. No. 9101100522 Ph. No. 9864348339
Contact email id	bongaigaondfdo@gmail.com


 29/12/22
 Dist Fishery Devt. Officer
 Bongaigaon

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

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

Year	Scheme (CS, CSS, NEC, EAP, SOPD)	Work/benefit Name	Allocation	Expenditure	Physical Progress	Remarks
2020-21	CS	Diya SHG	6.00 lakh (Govt. Share) 2	10.00 Lakh (4.00 lakh Ben. Share out of 10 lakh)	100%	60% Govt. Share 40% Ben. Share

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
2020-21	Yes	6.00 lakh (Govt. Share) Date: 01.02.2021, 03.06.2021, 04.10.2021 and 14.03.2022	10.00 Lakh (4.00 lakh Ben. Share out of 10 lakh)	6.00 lakh	Nil

Year	Amount received by the District / HOD/ Autonomous Council	Date of Sanction	Date of fund Receipt	Amount released for the works by the Authority	Date of release	Number of days funds were parked without undertaking work	Reasons for the delays and parking
2020-21	6.00 lakh	01.02.2021, 03.06.2021, 04.10.2021 and 14.03.2022	01.02.2021, 03.06.2021, 04.10.2021 and 14.03.2022	6.00 lakh	Rs. 85219/- Dt. 24.02.2022 Rs. 194103/- dt. 06.07.2022 Rs. 320678/- Dt. 09.11.2022	Nil	Does not arise

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24/12/22

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.)	Due to the replacement of the beneficiary
2.	Time delay in Fund/Benefit Release:	Fund release as per work progress
3.	Cost over runs/High cost of units	No
4.	Diversion of Funds/Benefits/Service Delivery.	No
5.	Less work against the amount spent	No
6.	Noncompliance to scheme/Programme guidelines if any in implementation	Does not arise
7.	Duplication of works if any.	No
8.	Not following the approved estimate/design/Deviation from the approved Estimate/design/Quality standards.	No
9.	Physical Progress in % as on date of inspection	100%
10.	Financial Progress in % as on date of inspection	100%
11.	Number of Months – work delayed with reference to approved plan.	No delay
12.	Transparency & Social Audit	Not done
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
16.	Social Audit/ Community meeting after the start of the work- Yes/No	Yes
17.	Involvement of local PRI/ Autonomous Council/ Local body- Yes/No	No
18.	Quality of work – Excellent/ Good/ Satisfactory/ Poor	Good
19.	Achievement of Schemes – Achieved- Fully/ Partly / Not achieved.	Fully
20.	Incomplete/ No start of work/ Slow progress of works.	Completed
21.	Delay in Utilization Certificate Submission.	No
22.	CAG Reports (If any on the scheme/ Programme in the State)	No
23.	Whether the Imp./Exc. Agency/GP included the asset creation in the Asset Register.	No
24.	Persons responsible for poor/excellent performance if any/	-----
25.	Sustainability of the work- Who will be responsible for its maintenance?	Diya SHG
26.	Any comment/submission by the Executing Agency / DC/ HOD/ Autonomous Council	Satisfactory


 28/10
 Bangalore

Part-II: Work wise details and Progress

(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.)

	Processes/tasks	Comments by the DC / HOD/ Autonomous Council
1.	Signboard in Local Language before the start of works with full details-	
2.	Whether date, venue and time was announced adequate in advance / minimum one week in advance to all stakeholders to ensure that there is a good gathering of all sections of people including the invisible and marginalized sections of society including SC, ST, Minorities, Women, Disabled, OBC and others.	
3.	Whether Implementing Agency, Monitoring Agency, Local bodies were present in the Social Audit meeting? Whether local Hon'ble MLAs/MPs/ HOD/ Autonomous Council are informed about the Social Audit and invitation if convenient?	
4.	Whether objective of Social Audit, Scheme objective, Works undertaken, Approved Technical Estimate and funds spent were/explained at the beginning of the Social Audit meeting.	
5.	Whether all official records are made available to the public for examination during the social audit much before the social audit with adequate copies on 3-4 tables?	
6.	Whether all sections of people – All genders, religions, tribes, castes, classes; Panchayat President and / Local MLA/ HOD/ Autonomous Council were present. Check attendance register?	
7.	Attendance/ Proceedings of local people / Panchayat involvement maintenance. Maintained – Yes/No. Total number of adults present against total adults of the village.	
8.	Whether all steps involved in Social Audit are followed. Yes/No	
9.	Whether the Implementation/ Execution Agency maintain and displayed/ showed/ gave the photographs of work – before start, during and at the end (along with locals + PRIs) – Yes/No	
10.	Stakeholders/Local Public Satisfaction on the planning and progress of works. Excellent/ Good / Satisfactory/ Not Satisfactory/Bad	
11.	Implementation/ Executing Agency Personal + HOD/ Autonomous Council / PRI accompanied (if any in physical monitoring – please specify)	

NA

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 DFO
 Baryana

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.) ;	Yes
2.	Time delay in Fund/Benefit Release:	No
3.	Cost over runs/High cost of units	No
4.	Diversion of Funds/Benefits/Service Delivery.	No
5.	Less Work against the amount spent.	No
6.	Non-compliance to scheme/Programme guidelines if any in implementation.	No
7.	Duplication of works if any.	No
8.	Not following the approved estimate/design/Deviation from the approved Estimate/design/Quality standards.	No
9.	Incomplete/ No start of work/Slow programme of works.	Completed
10.	Delay in Utilization Certificate Submission.	No
11.	CAG Reports (If any on the scheme/Programme in the State)	No
12.	Whether the Imp./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	----
14.	Any comment/submission by the Executing Agency	Diya SHG will run the KIOSK

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

Sl. No	Parameter		Performances	Weight age	Weight age of the Work monitored		
	Name						
1	Physical Progress (20)		>90%	20	20		
			70-89%	15			
			50-69%	10			
			<50%	0			
2	Financial Progress (20)		>90%	20	20		
			70-89%	15			
			50-69%	10			
			<50%	0			
3	Timely Completion (10)		In Target Time / year	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			
			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			
			No meeting	0			
		D	PRI / Local body/ Council Involvement	5			
			No PRI involvement	0			
		5	Quality of works (15)		Excellent	15	10
					Good	10	
Satisfactory	5						
Poor	0						
6	Achievement of Schemes (15) Objectives		Fully achieved	15	15		
			Partly achieved	10			
			Not achieved	0			
	Total				70		

Grade and weight age

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

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.)	Yes
2.	Time delay in Fund/Benefit Release:	No
3.	Cost over runs/High cost of units	No
4.	Diversion of Funds/Benefits/Service Delivery.	No
5.	Less Work against the amount spent.	No
6.	Non-compliance to scheme/Programme guidelines if any in implementation.	No
7.	Duplication of works if any.	No
8.	Not following the approved estimate/design/Deviation from the approved Estimate/design/Quality standards.	No
9.	Incomplete/ No start of work/Slow programme of works.	Completed
10.	Delay in Utilization Certificate Submission.	No
11.	CAG Reports (If any on the scheme/Programme in the State)	No
12.	Whether the Imp./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	---
14.	Any comment/submission by the Executing Agency	Diya SHG will run the KIOSK


Research Officer
Transformation & Development Dep
Dispur, Gauhati-06

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

Sl. No	Parameter Name	Performances	Weight age	Weight age of the Work monitored	
1	Physical Progress (20)	>90%	20	20	
		70-89%	15		
		50-69%	10		
		<50%	0		
2	Financial Progress (20)	>90%	20	20	
		70-89%	15		
		50-69%	10		
		<50%	0		
3	Timely Completion (10)	In Target Time / year	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	0
			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	0
			No meeting	0	
		D	PRI / Local body/ Council involvement	5	0
			No PRI involvement	0	
5	Quality of works (15)	Excellent	15	10	
		Good	10		
		Satisfactory	5		
		Poor	0		
6	Achievement of Schemes (15) Objectives	Fully achieved	15	15	
		Partly achieved	10		
		Not achieved	0		
	Total			70	

[Signature]
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Dispur, Gauhati-06

Grade and weight age

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



Research Officer
Transformation & Development Department
Dispur, Gauhati-06

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

Self along with DFDO, Bongaigaon and FDO, Bongaigaon and Research Assistant, DC's office, Bongaigaon visited the site on 28/12/2022. It has been observed that DIYA SHG has started a Fish Kiosk under Pradhan Mantri Matsya Sampada Yojana (PMMSY) at Abhayapuri town. The KIOSK mainly deals in selling of Aquarium, Ornamental fish, Ready to eat fish dishes, fish pickles, dry fish etc. As reported by the DIYA SHG, they are able to earn income by selling items. They assume that with time they will be able to make its brand more popular and will be able to earn more income from the KIOSK and expect better livelihood of SHG members.



Research Officer
Transformation & Development Department
Dispur, Gauhati-06



FISH KIOSK
UNDER
PRADHAN MANTRI MATSYA SAMPADA YOJANA 2020-21
DEPTT. OF FISHERIES, ASSAM

Diya
FISH RESTAURANT
ABHAYAPURI
Deals in :
☐ Fish Momo
☐ Fish Chowmin
☐ Fish Roll
☐ Fish Fried Rice
☐ Prawn Ball
☐ Fish Finger
☐ Dry Fish
☐ Aquariums
☐ Fruit Juice
☐ Ice-Cream
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ISH KIOSK UNDER PRADHAN MANTRI MATSYA SAMPADANA YOJANA 2020-21 DEPT. OF FISHERIES