

MGNREGS INSPECTION FORMAT

Sheet No. 1

(Following to be filled during office visit)

Date of visit:Block.....Gram Panchayat / Line Dept.

Whether asset register found updated

Sub - Cash Book updated till which date.....

Whether Complaint Register found?

If yes, Complaint Received..... Complaint Disposed

1. Name of the scheme inspected

.....
.....

2. Action Plan No.MIS generated Scheme ID.

3. Whether 4 A & 4 B found for the scheme Whether filled properly

4. Method used for intimating job provision against 4 A

5. Whether job detail properly entered in the 3 No. Register

6. Was measurement done in due time?.....

7. Whether three - stage photography done

8. Was Muster Roll deposited in due time by Supervisor?

9. Are the Muster Rolls completely filled inWhether passed for payment

10. Are there any cutting / over-writing / use of whitener in the Muster Rolls?

11. Is there any disparity in the job detail of the original Muster Rolls with that generated through MIS

.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

(Following details to be filled during field visit)

1. **Whether Display Board found at worksite during field visit:**
2. **Details of Muster Rolls against which labours were contacted.....**
.....
.....
.....
.....
.....
3. **Whether job cards found with the labour**
4. **Whether job details entered properly in the job cards**
5. **Whether pass - book found with the labour**
6. **Were villagers satisfied with the work**
7. **Whether dated receipt issued on demand of work**
8. **Whether complete worksite facility provided during work?**
9. **Observation during physical verification**

Signature of the Inspecting Officials with date:

.....