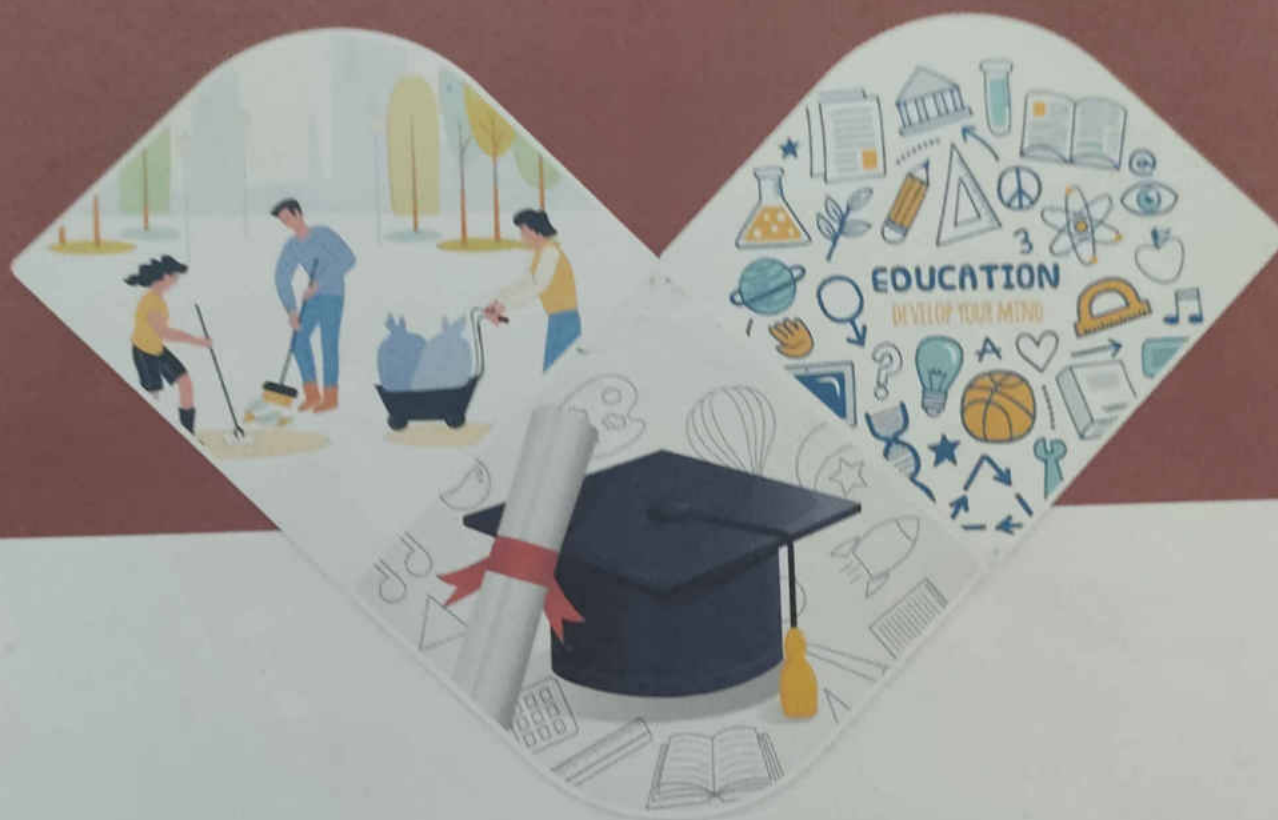


Model Program Book



SEMESTER INTERNSHIP

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

PROGRAM BOOK FOR
SEMESTER INTERNSHIP

Name of the Student: Idadeesri. SAT Kumar

Name of the College: Gout DEGREE College for men sklm

Registration Number: 2022001566025

Period of Internship: 4 months From: 07/12/2022 To: 18/03/2023

Name & Address of the Intern Organization : sachivalayam
saripalli ward sachivalayam, saripalli, Nellimarla, Vizianagaram.

DR. B. R. AMBEDKAR

University

YEAR

An Internship Report on

Sachivalayam.

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of

Under the Faculty Guideship of

Sri. V.S.V.S. Satyanarayana

(Name of the Faculty Guide)

Department of

Chemistry, Govt DEGREE College [MEN] Sri Kalakulam.

(Name of the College)

Submitted by:

Idadeepi. Sai Kumar

(Name of the Student)

Reg.No: 2022001566025

Department of _____

Govt DEGREE College [MEN] Sri Kalakulam.

(Name of the College)

Instructions to Students

Please read the detailed Guidelines on Internship hosted on the website of AP State Council of Higher Education <https://apsche.ap.gov.in>

1. It is mandatory for all the students to complete Semester internship either in V Semester or in VI Semester.
2. Every student should identify the organization for internship in consultation with the College Principal/the authorized person nominated by the Principal.
3. Report to the intern organization as per the schedule given by the College. You must make your own arrangements for transportation to reach the organization.
4. You should maintain punctuality in attending the internship. Daily attendance is compulsory.
5. You are expected to learn about the organization, policies, procedures, and processes by interacting with the people working in the organization and by consulting the supervisor attached to the interns.
6. While you are attending the internship, follow the rules and regulations of the intern organization.
7. While in the intern organization, always wear your College Identity Card.
8. If your College has a prescribed dress as uniform, wear the uniform daily, as you attend to your assigned duties.
9. You will be assigned a Faculty Guide from your College. He/She will be creating a WhatsApp group with your fellow interns. Post your daily activity done and/or any difficulty you encounter during the internship.
10. Identify five or more learning objectives in consultation with your Faculty Guide. These learning objectives can address:
 - a. Data and Information you are expected to collect about the organization and/or industry.
 - b. Job Skills you are expected to acquire.
 - c. Development of professional competencies that lead to future career success.
11. Practice professional communication skills with team members, co-interns, and your supervisor. This includes expressing thoughts and ideas effectively through oral, written, and non-verbal communication, and utilizing listening skills.
12. Be aware of the communication culture in your work environment. Follow up and communicate regularly with your supervisor to provide updates on your progress with work assignments.

13. Never be hesitant to ask questions to make sure you fully understand what you need to do your work and to contribute to the organization.
14. Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets wherever necessary.
15. At the end of internship, you shall be evaluated by your Supervisor of the intern organization.
16. There shall also be evaluation at the end of the internship by the Faculty Guide and the Principal.
17. Do not meddle with the instruments/equipment you work with.
18. Ensure that you do not cause any disturbance to the regular activities of the intern organization.
19. Be cordial but not too intimate with the employees of the intern organization and your fellow interns.
20. You should understand that during the internship programme, you are the ambassador of your College, and your behavior during the internship programme is of utmost importance.
21. If you are involved in any discipline related issues, you will be withdrawn from the internship programme immediately and disciplinary action shall be initiated.
22. Do not forget to keep up your family pride and prestige of your College.

-----<<@>>-----

Student's Declaration

I, Tobdeesi Sai Kumar a student of 6 months Internship
Program, Reg. No. 202200566025 of the Department of Industrial Chemistry
College do hereby declare that I have completed the mandatory internship
from 07/12/2022 to 18/03/2023 in Sachivalayam ^(Soripalli) (Name of
the intern organization) under the Faculty Guideship of
_____ (Name of the Faculty Guide), Department of

(Name of the College)

T. Sai Kumar
(Signature and Date)

Official Certification

This is to certify that Idadeesai saikumar (Name of the student) Reg. No. 2022001566025 has completed his/her Internship in Saripalli Sachivalayam (Name of the Intern Organization) on four months Internship Programme (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of B.Sc chemistry in the Department of Govt DCR College (MEN) (Name of the College).

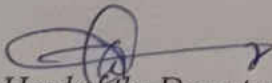
This is accepted for evaluation.

Endorsements

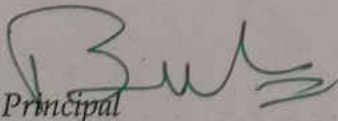
Faculty Guide



Head of the Department



Principal



B. Bh
(Signatory with Date and Seal)

Panchayat Secretary
Gram Panchayat
Saripalli, Nellimarla (MD)
Vizianagaram (Dist.)

Certificate from Intern Organization

This is to certify that Idadeesi Sai Kumar (Name of the intern)
Reg. No 202200566025 of Gnat Degree College (Name of the
College) underwent internship in Sanipalli Sachivalayam (Name of the
Intern Organization) from 07/12/2022 to 18/03/2023

The overall performance of the intern during his/her internship is found to be
Satisfactory (Satisfactory/Not Satisfactory).

B. B. L.

Authorized Signatory with Date and Seal

Gram Panchayat Secretary
Gram Panchayat
Sanipalli, Nellimarla (MD)
Vizianagaram (Dist.)

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have a brief executive summary. It shall include five or more Learning Objectives and Outcomes achieved, a brief description of the sector of business and intern organization and summary of all the activities done by the intern during the period.

This Report is Result of 12 weeks internship

During the internship I am required to study the organization department of the organization and critically relate the theoretical aspects of the organization in the practical situation. Get an opportunity to getting practical knowledge about the village secretariat in Andhra Pradesh. So to quench the thirst of practical exposure and get getting practical knowledge about joined "Sari Palli" sachivalayam village secretariate.

During this Period, I gather all necessary information about village secretariate.

In this part all government related services are not utilized by people in fruitful manner that is the main reason to establishment of Grama sachivalayam in Andhra Pradesh. The date of Oct 2, 2019 Government started Grama sachivalayam across the Andhra Pradesh. During this three years period nearly they give 5 core services to the people across A.P. total there are 12 functionaries in sachivalayam to serve the people in their respectively disciplinary.

CHAPTER 2: OVERVIEW OF THE ORGANIZATION

Suggestive contents

- A. Introduction of the Organization
- B. Vision, Mission, and Values of the Organization
- C. Policy of the Organization, in relation to the intern role
- D. Organizational Structure
- E. Roles and responsibilities of the employees in which the intern is placed.
- F. Performance of the Organization in terms of turnover, profits, market reach and market value.
- G. Future Plans of the Organization.

Grama sachivalayam also known as [village secretariat] are secretariate set ups in the India state of Andhra Pradesh to decentralize the Administration by making services and welfare services of all government departments available at one place. Andhra Pradesh was the first state in India to launch village secretariats. Government of Andhra Pradesh appointed village volunteers to delivery services. It was launched on Gandhi Jayanthi since the scheme was inspired by Mahatma Gandhi's concept of Grama swarajya that Promote village becoming self sufficient, autonomous utilities establishment of village secretariate was on the promise made by 'Y.S.' "Y.S. Jaganmohan Reddy" during his Pancha sankalpa yatra.

CHAPTER 3: INTERNSHIP PART

Description of the Activities/Responsibilities in the Intern Organization during Internship, which shall include - details of working conditions, weekly work schedule, equipment used, and tasks performed. This part could end by reflecting on what kind of skills the intern acquired.

As the Internship Programme organised by the Govt in order to select the students to aware and interact with working of departments they selected.

Grama sachivalayam was the organised which I chose the candidate between 18 to 42 years of age are eligible for AP Grama sachivalayam exam/interview. The require educational qualifications are different according to the different posts.

There were some schemes that are introduced in the Government of Andhra Pradesh like Y.S.R Amma vadhi scheme, YSR Aardram, YSR Nara Patralu scheme, YSR vasathi devara etc... which helps the citizens of Andhra Pradesh to have on basic education for the children. These schemes are applied to the people belonging below Poverty Line [BPL] families in the state.

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Introduction class about Sachivalayam of slabb.	Grama sachivalayam is also known as village secretariate.	<u>hul</u>
Day - 2	Introduction class about brief description of slabb members.	Working in the sachivalayam all the secretariate setups.	<u>hul</u>
Day - 3	Introduction class about Sachivalayam department.	Govt of A.P. Appointed the Grama volunteers.	<u>hul</u>
Day - 4	Grama sachivalayam rural slabb details	Deep details about slabb.	<u>hul</u>
Day - 5	Grama sachivalayam rural slabb details.	slabb details from TOP TO bottom.	<u>hul</u>
Day - 6	Grama sachivalayam rural slabb details.	All Govt departments having at one place	<u>hul</u>

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Panchayat secretary	Grama Sachivalayam Committee able to collect the taxes and other dues are well under the Grama Sachivalaya Area	B.Bh
Day - 2	Panchayath secretary	collection, Generation and spending daily Reports to higher Authorities	B.Bh
Day - 3	Panchayath secretary.	shall ensure that office promises are real duty Panchayat Report higher Authorities	B.Bh
Day - 4	VRO Village Revenue officer	VRO should monitor the land and Ration food supply in village.	llh VRO
Day - 5	VRO Village Revenue officer	services do notice/summons orders under various acts/laws.	llh VRO
Day - 6	VRO Village Revenue officer	Identification of Beneficiaries under various Acts/schemes.	llh VRO

WEEKLY REPORT

WEEK - 2 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

Panchayath secretary.

- * Collection of Property tax, water charges, other non-tax.
- * Attending RiT, court cases, SC/ST/HRC/legal issues by maintaining registers.
- * Appointment of given duty's by village secretary functional assistants.
- * must follow Panchayat Raj Higher Authorities during field visit.
- * He shall attend Panchayat duties, Government special programmes, election duties and other important duties whenever ordered by the higher authorities.

VRO village Revenue Officer

- * VRO should monitor the land and Ration food supply in village.
- * Reporting violations under land ceiling Act, etc Act POTA Act LRA in Agency areas assignment rules and conditions and mines and minerals rules.
- * Reporting on inclusion, deletion and modifications in electrical works.
- * Any other work entrusted by the supervisor officers Panchayath secretary.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Survey Assistant	should survey village lands	K. J. S. A.
Day - 2	Survey Assistant	field inspection to take action against unauthorized lands	K. J. S. A.
Day - 3	Survey Assistant.	inspection of lands proposed for layout.	K. J. S. A.
Day - 4	ANM	should be responsible for village health monitoring.	Q
Day - 5	ANM	should be responsible for conduct health medical camps.	Q
Day - 6	ANM.	should be responsible for maternal & child health.	Q

WEEKLY REPORT

WEEK - 3 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

Village Surveyor

- * Attending office. Registering day movement in movement Register collect Land maps/Records and Proceed Field for attend survey pPitions.
- * Protection of Panchayat Properties.
- * Attending Gram Sabha meetings Preparation of note on necessary issue in village and submit to the Reporting officers Panchayat secretary and Referred to Gramsabha [ex: RSE etc..]
- * Attending General duties of other functional Assistants as and when required. And also Attending Government special programmes.

ANM.

- * As a Part of ANM's routine daily activities, she has to visit atleast 30 house hold in her allotted are and covers the maternal & child health.
- * ANM should be responsible for villagers health monitoring and scheduling health camps in the village.
- * she has to provide information to the PHC ANM Concerned for uploading data in nearly 20 central and state.
- * uploading of daily reports [Hemis of GHSP-GDSP - E - Aushadi] in central and state portal.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Veterinary of fishery Assistant.	True state. ching & fisheries	K. Madhu
Day -2	Veterinary of fishery Assistant	The flag of veterinary is white	K. Madhu
Day -3	Veterinary of fishery Assistant.	The flag of fishery Assistant and Agriculture is blue.	K. Madhu
Day -4	Agriculture MPEO'S	monitoring agriculture works of suggestion	M. Madhu
Day -5	Agriculture MPEO'S	monitoring Agriculture Production report.	M. Madhu
Day -6	Agriculture MPEO'S.	Operationalization of Rythu bharosa - kerdram.	M. Madhu

WEEKLY REPORT

WEEK - 4 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

Agriculture, veterinary & fishery Assistant.

* The color to agriculture is Green, fishery and Aquaculture is blue, veterinary is white and pisciculture is Red.

* veterinary: Animal husbandry is the branch of agriculture concerned with animals that are raised for meat, fiber, milk and other products. Includes day to day care, selective breeding and first domesticated been around 13,000 BC farming of the first cows.
fishery: fish farming (a) Pisciculture involves commercial breeding of fish usually of fish usually for food. In fish farming (b) artificial such as Ponds.

Agriculture: field visits and interaction with farmers, Panchayat seed saving Programme, e-coop banking etc.....

* Operationalization of Rythubharosa Kendram Processing of Petitions Reviewed.

* Sensitization of Rythu Village Knowledge Centre and Aardr Input Shop in Rythubharosa Kendram.

* Sensitization of farmers' YSR "Aardr Input Testing Labs Receipt of Aardr Input Sides from kiosk.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Women Police [Guama mahila Santakshana Karyadashi]	Counseling, Security of other important work in village.	K. Lak
Day - 2	women Police [Guama mahila Santakshana Karyadashi]	Visit Anganwadi Centre to ensure timely operation Preschool attendance & quality.	K. Lak
Day - 3	women Police [Guama mahila Santakshana Karyadashi]	Providing marriage certificate & other eligibles to present C. marriage	K. Lak
Day - 4	Engineering Assistant	Village Engineering work & water supply Sachinbha.	P. K. K.
Day - 5	Engineering Assistant	field visit conveying all the engineering activities of quality work execution.	P. K. K.
Day - 6	Engineering Assistant.	Technical inspection of Building Permissions on Applications.	P. K. K.

WEEKLY REPORT

WEEK - 5 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

Women Police

- * women Police is also known as the Grama mahila samaksha karyakshi. she gives counselling and other important work in village.
- * Prevent child marriage by issuing eligibility certificate to the couple after thorough verification of this age proof.
- * visit to school / college / girl hostel / KG Bus / working camps on crime against women and children, "Drug and sexual abuse, eve-teasing, Raping, Harassment Related, 24x7 helpline and self defence techniques, cyber mithra, mahila mithra.

Engineering Assistant.

- * field visit covering all the engineering activities of quality work execution & identifying the problems related to sanitation water supply etc.... and Report to concerned engineering departments.
- * attending execution of all civil works including Housing conducting quality control tests during execution of work and maintaining standards as per IS codes.
- * Identification of Road maintenance work such as potholes etc... and Preparation of estimate proposals.
- * Preparation of village assets pertaining to all Engineering sections.

ACTIVITY LOG FOR THE SIXTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Electrical Assistant	electricity supply and street lights monitoring.	<i>Chauhan</i> EA
Day - 2	Electrical Assistant	switch off street lights before sunrise.	<i>Chauhan</i> EA
Day - 3	Electrical Assistant	Switch on the street lights after sunset.	<i>Chauhan</i> EA
Day - 4	Digital Assistant	monitoring the village in single window system.	<i>A. G. G. G.</i>
Day - 5	Digital Assistant	Attending office and entering all the details related to applications.	<i>A. G. G. G.</i>
Day - 6	Digital Assistant	Attend the duties as entrusted by the Panchayat secretary.	<i>A. G. G. G.</i>

WEEKLY REPORT

WEEK - 6 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

Electrical Assistant

* electrical Assistant is known as Energy Assistant.

* electrical supply and street lights and monitoring.

* visiting ward/Area/colony in GP Area for identifying the Problems Related to meter, installing new electrical connections and attending fuse-off call [Consumer Grievance] monitoring and identification of Problems related to street lights and water supply schemes.

* Attending LT/HT line maintenance, D/R maintenance and Replacement of D/R sections and H.G. fuses for extending reliable & quality supply and attend "Deendyal Upadhyay Grame Jyothi" representations.

"Digital Assistant"

* monitoring the village in single widow system. And attending advice and entering all the details related to NPL/Grievance Communications/Applications in the In ward register and shall place it before Panchayat secretary for initials & distributions.

* uploading /updating date of Beneficiaries or eligible beneficiaries list under Mahatma & different schemes.

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	welfare Assistant	Pension Distribution Rukma mahila, House Construction monitoring	K. Kiz
Day - 2	welfare Assistant	Visit TO Banks for SHG Bank, linkage Housing loan as per schedule	K. Kiz
Day - 3	Welfare Assistant	clearance of Bily services in online manual.	K. Kiz
Day - 4	About schemes	Nauvratna	K. Kiz
Day - 5	About schemes	The nine nauvratna welfare schemes	K. Kiz
Day - 6	About schemes.	The nine Nauvratna welfare schemes.	K. Kiz

WEEKLY REPORT

WEEK - 7 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

wellness Assistant

* Pension Distribution, Duka mahila, House Construction monitoring.

* Interacting with the order functional assistants to exchange the information related to grievance in Samakhya to ensure quality disposal and developmental activities of their judicious and seek solutions.

* field visits to village / school / Hostels / SHG / no meeting visits to self employment units etc... foray per calendar of activities * Application of JUD card, Anna vadi scheme Pension applications and verification uploading.

* Navaratna *

Shri. Y.S. Jaganmohan Reddy Hon'ble chief minister of AP has come up with an elaborate model of government comprised of wellness schemes which are based on Navaratna.

NINE Navaratnas are:

- | | | |
|------------------------|-------------------|------------------------|
| ① Y.S.R. Rathi Bharosa | ④ Y.S.R. Jaganram | ⑧ Y.S.R. Ason, chajula |
| ② fee reimbursement | ⑤ Bankab Alkal | ⑨ Pensions |
| ③ Youth Employment. | ⑥ Anna vadi | enhancement. |
| ⑦ Aarogya Sri | ⑩ Housing for PDS | |

ACTIVITY LOG FOR THE EIGHTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Y.S.R Rasthu Bharosa	Every farmer to be provided Rs.1350000 financial assistance.	<u>Mukle</u> VAA
Day - 2	Y.S.R Rasthu Bharosa	for crop sowing farmer to get Rs 13500 during may & sell.	<u>Mukle</u> VAA
Day - 3	Y.S.R Rasthu Bharosa	farmer need not worry about crop insurance	<u>Mukle</u> VAA
Day - 4	fee reimbursement youth employment of job creation.	fee reimbursement youth employment	<u>K. K. Singh</u>
Day - 5	fee reimbursement youth employment of job creation.	education expenditure will be born for poor.	<u>K. K. Singh</u>
Day - 6	fee reimbursement youth employment of job creation.	Rs - 20000 Per student Per annum to be provide in addition to free reimbursement.	<u>K. K. Singh</u>

WEEKLY REPORT

WEEK - 8 (From Dt..... to Dt: Dt.....)

Objective of the Activity Done:

Detailed Report:

YSR Raithu Bharosa

- * Every farmer to be provided Rs. 50,000 financial assistance for crop saving farmers to get 125000/- during may & july.
- * farmers need not worry about crop insurance, Government to pay insurance Premium on behalf farmers.
- * Interest free crop loans to be provided to farmers.
- * free - bus service to be provided to farmers.
- * a house free electricity during day time for agriculture purpose.
- * Rs. 7 Lakh YSR Bhima to be provided to the family of farmer for accidental death (or) suicide. Act will be passed in the assembly to ensure amount does not land into the hands of loaner & government will stand by the deceased farmer family.
- * Rs. 4000 crore allotted for natural disaster Relief fund.
? fee Reimbursement, Youth Employment
of Job creation
- * Education expenditure will be less for poor.
- * Rs. 20,000 per student, Per annum to be provided addition to fee reimbursement, boarding & lodging.

ACTIVITY LOG FOR THE NINTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	ARogya SRP	free medical treatment through Arogya SRP	P
Day -2	Arogya SRP	All diseases & operations to be covered under Arogya SRP	P
Day -3	ARogya SRP	financial assistance to the family of Person during rest after operation.	P
Day -4	YSR Jalayagaram	Jalayagaram dream projects of late YSR to be completed.	P.S.
Day -5	YSR Jalayagaram	Polavaram, Pochubayya velligonda.	P.S.
Day -6	YSR Jalayagaram.	other projects to be completed on war footing basis.	P.S.

ACTIVITY LOG FOR THE TENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Ban on Alcohol	Alcohol is one of the main Reason for dispute in families	K. Lalitha
Day - 2	Ban on Alcohol	Human Relations are collapsing.	K. Lalitha
Day - 3	Ban on Alcohol.	Ban on Alcohol will be implemented in three stages Alcohol use to be limited to 5 star hotels	K. Lalitha
Day - 4	Amma Vodi?	mothers of poor families need not worry about childrens Education.	K. Lalitha
Day - 5	YSR - Asara, YSR cheyutha	Coops of women co-operative societies would be paid them directly in power installation.	K. Lalitha
Day - 6	YSR - Asara YSR cheyutha.	YSR cheyutha to be provided to B.C.S.C ST, minority women.	K. Lalitha

ACTIVITY LOG FOR THE ELEVENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Role and Responsibility of Digital Asst & welfare Educational Assistant.	various services to citizens and type of welfare schemes.	P. Singh
Day -2	Role and Responsibility of VRO and village surveyor	Ration distribution system of House hold recognition of type of card.	P. Singh
Day -3	Responsibility of Agricultural Assistant	type of crops & seed & fertilizer.	White JAA
Day -4	online service by digital Assistant.	know how to apply Cast / Income Certificate.	P. Singh
Day -5	field activities household survey PDS distribution	knowing about types of house hold & their eligibility.	P. Singh
Day -6	re-briefs last 5 day's Activation.	overall learned maintenance & implementation to do better nation.	P. Singh

WEEKLY REPORT

WEEK - 11 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

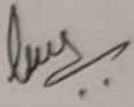
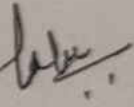
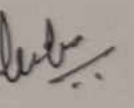
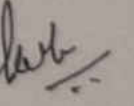
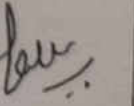
During the visit by ANM we visited several primary health issues and recommendations. A few medicines also spoke to pregnant women for any difficulties observed the well being and kind row of the people with the ANM.

As to online services & survey are going on and participation and acquired knowledge about how a system works on demand of the Government.

- Acquired knowledge on digital literacy, how applications are filled online, what are the demands are attached and concerned.

knowing the eligibility criteria of all welfare schemes of state government.

ACTIVITY LOG FOR THE TWELVETH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Gadpa - Gadpa mana Poabhuam	must attend govt Programme. Notice the Problem.	
Day -2	Gadpa - Gadpa mana Poabhuam.	The Gadpa Gadpa mana Poabhuam a solid awareness among the Public.	
Day -3	Gadpa - Gadpa mana Poabhuam	suggestion from the Public	
Day -4	Gadpa - Gadpa mana Poabhuam	The mLA would visit to the house hold.	
Day -5	Gadpa - Gadpa mana Poabhuam	Seals breed back suggestions from the Public	
Day -6	Gadpa - Gadpa mana Poabhuam.	sheduled binarized by district collector.	

WEEKLY REPORT

WEEK - 12 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

Gadga Gadga mana Prabhuam.
The Gadga Gadga mana Prabhuam it said is to create awareness among the public about the schemes and programmes of the government to ensure that the benefits reach the last mile beneficiary covering all the eligible beneficiaries and seek feed back/suggestions from the public for process improvement and further improve the service delivery.

The MLA's would make visits to the house holds in their jurisdiction as per the schedule finalised by respectively district collector within the limit of Grama/ward Sakhiyabham now that the benefit distribution process has been implemented through Direct Benefit Transfer (DBT) mode, especially with the introduction of the "Annual welfare calendar". The state government has on the occasion of completion of its three year term decided to further enhance process by taking public feed back on any improvement in the process and suggestions from the public for process improvement of further improvement the service delivery.

ACTIVITY LOG FOR THE THIRTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Housing for all poor	Housing for all home less poor families	<u>Levi</u>
Day -2	Housing for all poor	Registration should be done on house owner at the time of handover.	<u>Levi</u>
Day -3	Pension - Enhancement	Pension age limit to be decreased to 60 from 65 years	<u>Levi</u>
Day -4	Pension - Enhancement	Rs - 3000/- Pension for disabled persons.	<u>Levi</u>
Day -5	Gratka - Gratka mana Pothuvam	State feed back suggestions from Public.	<u>Levi</u>
Day -6	Gratka - Gratka mana Pothuvam	should be finalized by district collector.	<u>Levi</u>

WEEKLY REPORT

WEEK - 13 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

Housing for all Poo

- * Housing for all homeless Poo families irrespective of Party, cast, religion, category.
- * 25 lakhs houses to be constructed in 5 years.
- * House sites to be provided to house by Poo People along with registration and construction.
- * Registration to be done in the name of female person in the house at time of handover.
- * Tie-up with banks for loan @ 2% rate against the newly constructed house.

Pension - Enhancement

- * Pension age limit decreased from 65 to 60 years.
- * senior citizen. Pension to be gradually increased to Rs. 3000/-
- * Rs 2000/- Pension for disabled people.

Gadha - Gadha

mana Prabhuam.

→ The Gadha - Gadha mana Prabhuam is must seek feed back / suggestions from the public.

Describe the technological developments you have observed and relevant to the subject area of training (focus on digital technologies relevant to your job role)

first thing:

1] Handling of smart phones

2] Bio-metric Division

3] IRIS scanner

4] face Authentication

5] .

which gives the realistic Procedure

secondly:

using e-pos machine in PDS

thirdly:

- using 'Cops & Pawns' in Land Re-~~form~~ namely Programme
- using Pawns in Identification of marks in land allotment Programme.

Student Self Evaluation of the Short-Term Internship

Student Name: Siddhesh Sai Kumar

Registration No: 202200156605

Term of Internship: 4 months From: 07/12/2022

To: 18/03/2023

Date of Evaluation:

Organization Name & Address: Sachinabhyam

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

1	Oral communication	1	2	3	4	5
2	Written communication	1	2	3	4	5
3	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
7	Ability to learn	1	2	3	4	5
8	Work Plan and organization	1	2	3	4	5
9	Professionalism	1	2	3	4	5
10	Creativity	1	2	3	4	5
11	Quality of work done	1	2	3	4	5
12	Time Management	1	2	3	4	5
13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

Date:

S. Sai Kumar
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: Adarsh Sankumar

Registration No: 2022001566015

Term of Internship: 4 months From: 07/12/2022 To: 18/03/2023

Date of Evaluation:

Organization Name & Address: Sachinabagam, Saripalli (V) NML(MD) VZM(Dist)

Name & Address of the Supervisor
with Mobile Number

Please rate the student's performance in the following areas:

Please note that your evaluation shall be done independent of the Student's self-evaluation

Rating Scale: 1 is lowest and 5 is highest rank

1	Oral communication	1	2	3	4	5
2	Written communication	1	2	3	4	5
3	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
7	Ability to learn	1	2	3	4	5
8	Work Plan and organization	1	2	3	4	5
9	Professionalism	1	2	3	4	5
10	Creativity	1	2	3	4	5
11	Quality of work done	1	2	3	4	5
12	Time Management	1	2	3	4	5
13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

Date:

B. Bh
Signature of the Supervisor

Gram Panchayat Secretary
Saripalli, Nellimarla (MD)
Vizianagaram (Dist.)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: P. Sankar

Programme of Study: BSC

Year of Study: 2020 - 2023

Group: M.C.C.

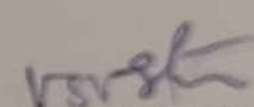
Register No/HLT. No: 2022001566025

Name of the College: Govt Degree College (men) Srikalahasti

University: DR. B.R. AMBEDKAR UNIVERSITY SRIKALAHASTI.

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	07
2.	Internship Evaluation	30	26
3.	Oral Presentation	10	08
	GRAND TOTAL	50	41

Date:


Signature of the Faculty Guide

EXTERNAL ASSESSMENT STATEMENT

Name Of the Student: I. Sai Kumar

Programme of Study: IIIrd B.Sc

Year of Study: 2020 - 2023

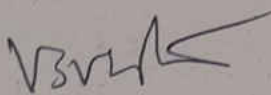
Group: mc1c

Register No/H.T. No: 2022001566625

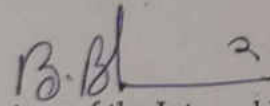
Name of the College: Govt DEGREE COLLEGE (MEN) SRP KAKULAM

University: DR. B.R. AMBEDKAR UNIVERSITY, SRP KAKULAM.

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	78
2.	For the grading giving by the Supervisor of the Intern Organization	20	19
3.	Viva-Voce	50	47
	TOTAL	150	
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	



Signature of the Faculty Guide

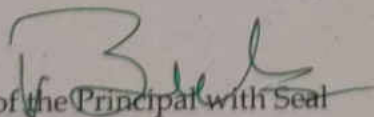


Signature of the Internal Expert

Panchayat Secret
Gram Panchayat
Jampalli, Nellimarla (MD
Vizianagaram (Dist.)



Signature of the External Expert



Signature of the Principal with Seal