

**Saanjh
Kendras
Visitors
Week**

13 – 19, February 2019

Guidelines

- Constitute 3-5 Teams (each team having 5-8 members) for each Saanjh Kendra representing people of all strata, age-group and gender.
- Choose a Team Leader for each Team with consensus.
- Distribute Questionnaire to each Team Member.
- Discuss Questionnaire and clarify each question.
- Score each question based on your observation.
- Team Leader will take few Photographs relevant to their visit.
- Team Leader will check all the questionnaires of its Team and ensure their completeness
- The Team Leader will prepare a Narrative based on the Observation and Opinion of the Team Members.
- The Team Leader will also ensure online filling of all the filled Questionnaires on website : www.idcindia.org/skvw.
- Physical copies of completely filled Questionnaires along with Narrative Report and Photographs are to be submitted to In-charge Saanjh Kendra in an envelope.
- In-charge Saanjh Kendra will be responsible to send all the Questionnaires in a sealed envelope to IDC, Chandigarh.
- For any queries, call 0172-2625941, (9:00 AM to 5:00 PM Mon-Fri)

