

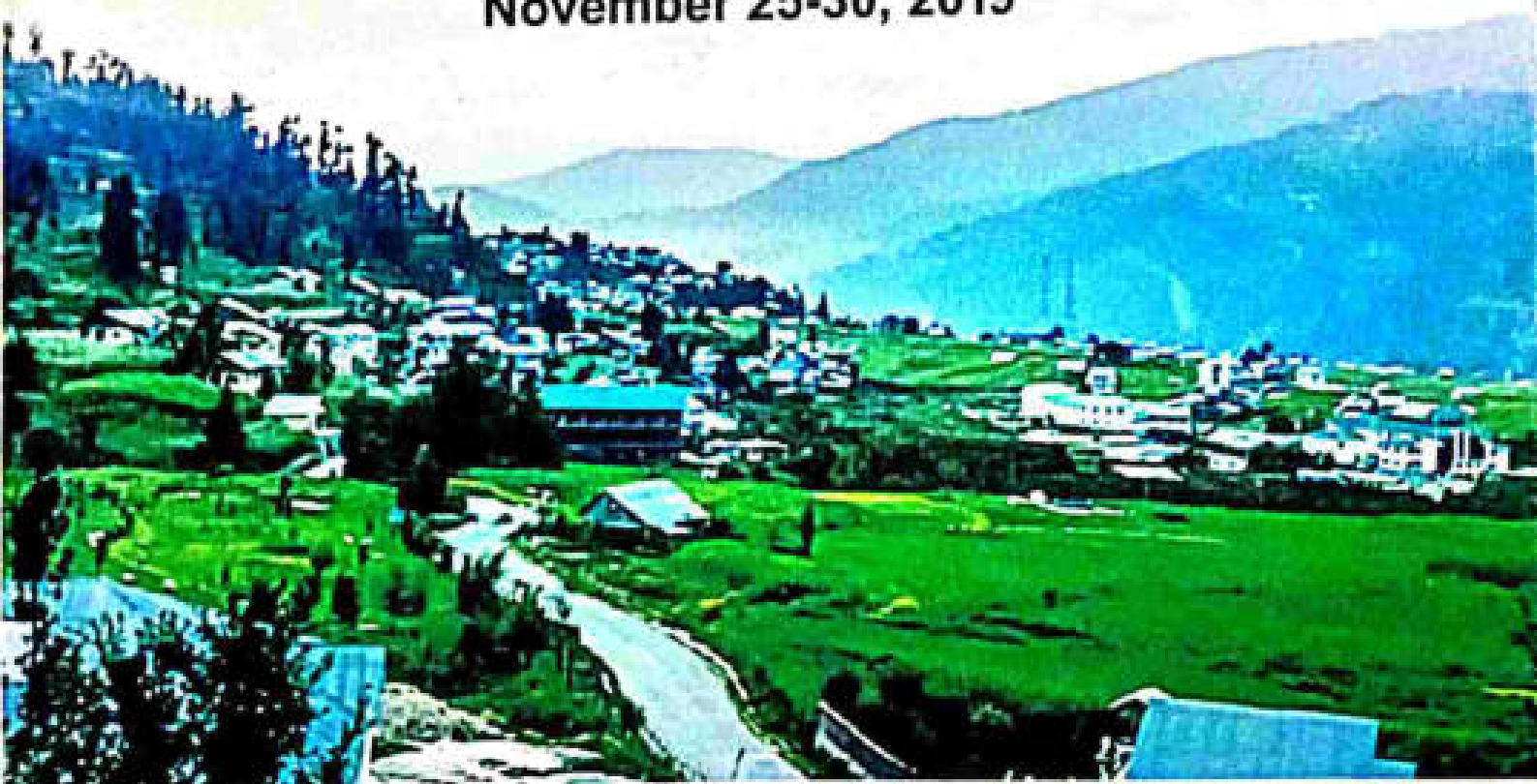


Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019



Government of Jammu & Kashmir

Jammu and Kashmir New Vision New Horizon

LIEUTENANT GOVERNOR
JAMMU & KASHMIR



RAJ BHAVAN
JAMMU 180001

Message

In June 2019, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both daunting and ambitious - a public outreach of this scale and scope had never been attempted before, certainly not in a state like Jammu & Kashmir with its unique problems of geography, climate and law and order.

Undaunted by the skeptics and the nayayers, we decided to go ahead with the programme. The response of the programme exceeded our own expectations. Everywhere the visiting officers were welcomed, hosted and honoured. The affection and respect with which officers were received across geographies was, for us, a testimony to the innate goodness and hospitality of the common people. The officers spent weekdays and a night with the people living with them eating the same food and witnessing first-hand the challenges and obstacles of their existence. For many with a long law-enforcing experience, the sweet taste of nature brought home to them the beautiful form of "rural" for others was a haunting experience as it led them to them the dignity which the rural population lives, notwithstanding the myriad challenges of their existence. Such was the enthusiasm generated by the programme that a resident of Gopigan District wrote to the Hon'ble Prime Minister about the programme following which the Prime Minister made a mention of it in his Mann Ki Baat Programme calling it a beakod of development, public participation and public awareness.

Encouraged by the success of the first edition of the programme, we have now decided to embark on its second phase. While the first phase of the programme was focused on collecting feedback and assessing needs, the second phase intends to look more closely at the task of empowering, strengthening and mainstreaming the functioning of Panchayat Raj institutions, especially they self-sustainable Panchayat-Sarpanches. The core objective of this edition of the programme will be to look at the various flagship programmes and initiatives, beneficiary oriented schemes and learn more about the requirements, grievances which hampers their full implementation and their disposal also be ascertained. The visiting officers would also study agriculture and allied activities in the Panchayats particularly with the objective of our national goal of doubling farmers income by 2022.

I am confident that our entire team will once again rise to the occasion and replicate the success of the first edition of the programme. I am also confident that the Deputy Commissioners and Administrative Secretaries will create the necessary conditions for the visiting officers to discharge their role effectively. I am equally sure that this programme will evolve into an institutionalized, doorstep, governance programme which will not only be a genuine, unadorned ear to the ground but will also cut the infamous red tape and help in delivering development better and faster.

(G. C. Murmu)



Chief Secretary
Jammu and Kashmir

B. V. R. Subrahmanyam
IAS

Message

One of the key elements of good governance is the empowerment of democratic institutions so that people become real partners in decision making. After the successful conduct of Panchayat Elections in 2018, it was essential to reach out to the people for getting their valuable feedback for making the functioning of the democratic institutions as robust and meaningful institutions of governance.

With a view to reaching out to every nook and corner of Jammu & Kashmir, the Government conceived 'Back to Village (B2V) programme', the first of its kind in Jammu & Kashmir. The programme which was organized from June 20-27, 2019, across all 4483 Panchayats focussed on energizing Panchayats, collecting feedback on delivery of government schemes/programmes, capturing specific economic potential and undertaking assessment of needs of the villages. People came out in droves to welcome the visiting officers and appreciated the initiative of the government. The initiative was widely acknowledged with Prime Minister Mr. Narendra Modi mentioning it in Mann ki Baat on 28th July, 2019. The interface was visible and response so overwhelming and enthusiastic that some officers stayed in their Panchayats beyond the schedule.

Government has already released funds for the Panchayats to address the priority works identified during the first phase of B2V programme.

As B2V envisages equitable development of Panchayats with a sound financial base, it is expedient that the initiative is carried forward to assess the level of empowerment and institutionalization of the Panchayat Raj Institutions (PRIs) at the grassroots level viz a viz the impact of various flagship programmes and welfare schemes on the rural populace. The feedback so obtained will help the government to tailor the various central and other government schemes/programmes in improving delivery of village-specific services and making the village life better in terms of improved amenities and facilities. I am confident that B2V programme will evolve into an institutionalized, doorstep governance programme which will help to deliver speedy and faster services and development.

I fervently appeal to Panchayat representatives as well as people to come forward to project their views before the visiting officers for strengthening the PRIs.

I would urge the Deputy Commissioners to coordinate the visit of officers to various Panchayat Headquarters for better outcomes.

I am confident that our officers who will be a part of the B2V programme will work indefatigably to make the initiative a grand success.

(B. V. R. Subrahmanyam)

General Instructions for the Visiting Officer Back to Village 2 (B2V2)

- i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.
- ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.
- iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focussed programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. She/he must also be familiar with 14th FC, MDM and ICDS (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GPDP) and also ensure the constitution of various committees including Panchayat Biodiversity Committee.
- v. He/she shall hold detailed deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.
- vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.
- vii. The officer should assess the level of functionality of the Panchayat, infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold detailed meetings with Panchayat members and also officials.

- iii. The visiting officer should try and visit as many local institutions including schools, P.W.Cs, Anganwadi Centres etc. as possible. He should also inspect at least some of the works earned outbeing carried out under various schemes like 14th FC, MAREGA and other government programmes. In case, there is a languishing project in the village, the officer should certainly inspect the same and record its progress.
- iv. In addition to all other activities that the visiting officer will carry out, he/she should lay special emphasis on 100% enrolment of school children (age 4-14 years), 100% coverage of P.M.Kisan, Ayushman Bharat and 100% coverage of all beneficiary oriented schemes including pensions and scholarships. He/she should also try to understand how various government programmes can be better used for doubling rural incomes and energising rural/micro enterprises and village industries.
- v. The visiting officer shall restrain himself/herself from giving or offering any commitment on behalf of the government.
- vi. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensus view emerging from his interactions in the village.
- vii. The report of the visiting officer shall be submitted both physically and electronically in the pre-circulated format. The officer should exercise all care and objectivity while filling up the same.
- viii. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner and his/her team and deposit the B2V2 booklet and any other submissions/grievances that may have been handed over to him/her during the visit.

Suggested Activity Schedule for the Visiting Officer

Pre and Post-Work Activities

- **Meeting with the Deputy Commissioner** for education if both teams will be meeting together the **week before** going to the Department
- **Defining meeting with the Deputy Commissioner** and members of the team of the board is possible and **great opportunity** to **highlight** the **object**

DE

- from the 1960s until 1990, the majority of the world's population lived in rural areas
- during the 1990s there

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Exposure BIV's report card shows the analysis reports are **mostly** based on those up of BIV's analysis

- 1. Upload the DCPD form to the Gram Sabha
- 2. Get the resolution approved at GPOB and MLAS/SCA present in the Gram Sabha
- 3. Insert the 14" x 5" plan booklet in the Gram Sabha
- 4. Attach the following documents:
 - 100M, 100L, 100S, 100T, 100U, 100V, 100W, 100X, 100Y, 100Z, 100AA, 100AB, 100AC, 100AD, 100AE, 100AF, 100AG, 100AH, 100AI, 100AJ, 100AK, 100AL, 100AM, 100AN, 100AO, 100AP, 100AQ, 100AR, 100AS, 100AT, 100AU, 100AV, 100AW, 100AX, 100AY, 100AZ, 100BA, 100BB, 100BC, 100BD, 100BE, 100BF, 100BG, 100BH, 100BI, 100BJ, 100BK, 100BL, 100BM, 100BN, 100BO, 100BP, 100BQ, 100BR, 100BS, 100BT, 100BU, 100BV, 100BW, 100BX, 100BY, 100BZ, 100CA, 100CB, 100CC, 100CD, 100CE, 100CF, 100CG, 100CH, 100CI, 100CJ, 100CK, 100CL, 100CM, 100CN, 100CO, 100CP, 100CQ, 100CR, 100CS, 100CT, 100CU, 100CV, 100CW, 100CX, 100CY, 100CZ, 100DA, 100DB, 100DC, 100DD, 100DE, 100DF, 100DG, 100DH, 100DI, 100DJ, 100DK, 100DL, 100DM, 100DN, 100DO, 100DP, 100DQ, 100DR, 100DS, 100DT, 100DU, 100DV, 100DW, 100DX, 100DY, 100DZ, 100EA, 100EB, 100EC, 100ED, 100EE, 100EF, 100EG, 100EH, 100EI, 100EJ, 100EK, 100EL, 100EM, 100EN, 100EO, 100EP, 100EQ, 100ER, 100ES, 100ET, 100EU, 100EV, 100EW, 100EX, 100EY, 100EZ, 100FA, 100FB, 100FC, 100FD, 100FE, 100FF, 100FG, 100FH, 100FI, 100FJ, 100FK, 100FL, 100FM, 100FN, 100FO, 100FP, 100FQ, 100FR, 100FS, 100FT, 100FU, 100FV, 100FW, 100FX, 100FY, 100FZ, 100GA, 100GB, 100GC, 100GD, 100GE, 100GF, 100GG, 100GH, 100GI, 100GJ, 100GK, 100GL, 100GM, 100GN, 100GO, 100GP, 100GQ, 100GR, 100GS, 100GT, 100GU, 100GV, 100GW, 100GX, 100GY, 100GZ, 100HA, 100HB, 100HC, 100HD, 100HE, 100HF, 100HG, 100HI, 100HJ, 100HK, 100HL, 100HM, 100HN, 100HO, 100HP, 100HQ, 100HR, 100HS, 100HT, 100HU, 100HV, 100HW, 100HX, 100HY, 100HZ, 100IA, 100IB, 100IC, 100ID, 100IE, 100IF, 100IG, 100IH, 100II, 100IJ, 100IK, 100IL, 100IM, 100IN, 100IO, 100IP, 100IQ, 100IR, 100IS, 100IT, 100IU, 100IV, 100IW, 100IX, 100IY, 100IZ, 100JA, 100JB, 100JC, 100JD, 100JE, 100JF, 100JG, 100JH, 100JI, 100JJ, 100JK, 100JL, 100JM, 100JN, 100JO, 100JP, 100JQ, 100JR, 100JS, 100JT, 100JU, 100JV, 100JW, 100JX, 100JY, 100JZ, 100KA, 100KB, 100KC, 100KD, 100KE, 100KF, 100KG, 100KH, 100KI, 100KJ, 100KK, 100KL, 100KM, 100KN, 100KO, 100KP, 100KQ, 100KR, 100KS, 100KT, 100KU, 100KV, 100KW, 100KX, 100KY, 100KZ, 100LA, 100LB, 100LC, 100LD, 100LE, 100LF, 100LG, 100LH, 100LI, 100LJ, 100LK, 100LL, 100LM, 100LN, 100LO, 100LP, 100LQ, 100LR, 100LS, 100LT, 100LU, 100LV, 100LW, 100LX, 100LY, 100LZ, 100MA, 100MB, 100MC, 100MD, 100ME, 100MF, 100MG, 100MH, 100MI, 100MJ, 100MK, 100ML, 100MN, 100MO, 100MP, 100MQ, 100MR, 100MS, 100MT, 100MU, 100MV, 100MW, 100MX, 100MY, 100MZ, 100NA, 100NB, 100NC, 100ND, 100NE, 100NF, 100NG, 100NH, 100NI, 100NJ, 100NK, 100NL, 100NM, 100NN, 100NO, 100NP, 100NQ, 100NR, 100NS, 100NT, 100NU, 100NV, 100NW, 100NX, 100NY, 100NZ, 100OA, 100OB, 100OC, 100OD, 100OE, 100OF, 100OG, 100OH, 100OI, 100OJ, 100OK, 100OL, 100OM, 100ON, 100OO, 100OP, 100OQ, 100OR, 100OS, 100OT, 100OU, 100OV, 100OW, 100OX, 100OY, 100OZ, 100PA, 100PB, 100PC, 100PD, 100PE, 100PF, 100PG, 100PH, 100PI, 100PJ, 100PK, 100PL, 100PM, 100PN, 100PO, 100PP, 100PQ, 100PR, 100PS, 100PT, 100PU, 100PV, 100PW, 100PX, 100PY, 100PZ, 100QA, 100QB, 100QC, 100QD, 100QE, 100QF, 100QG, 100QH, 100QI, 100QJ, 100QK, 100QL, 100QM, 100QN, 100QO, 100QP, 100QQ, 100QR, 100QS, 100QT, 100QU, 100QV, 100QW, 100QX, 100QY, 100QZ, 100RA, 100RB, 100RC, 100RD, 100RE, 100RF, 100RG, 100RH, 100RI, 100RJ, 100RK, 100RL, 100RM, 100RN, 100RO, 100RP, 100RQ, 100RR, 100RS, 100RT, 100RU, 100RV, 100RW, 100RX, 100RY, 100RZ, 100SA, 100SB, 100SC, 100SD, 100SE, 100SF, 100SG, 100SH, 100SI, 100SJ, 100SK, 100SL, 100SM, 100SN, 100SO, 100SP, 100SQ, 100SR, 100SS, 100ST, 100SU, 100SV, 100SW, 100SX, 100SY, 100SZ, 100TA, 100TB, 100TC, 100TD, 100TE, 100TF, 100TG, 100TH, 100TI, 100TJ, 100TK, 100TL, 100TM, 100TN, 100TO, 100TP, 100TQ, 100TR, 100TS, 100TT, 100TU, 100TV, 100TW, 100TX, 100TY, 100TZ, 100UA, 100UB, 100UC, 100UD, 100UE, 100UF, 100UG, 100UH, 100UI, 100UJ, 100UK, 100UL, 100UM, 100UN, 100UO, 100UP, 100UQ, 100UR, 100US, 100UT, 100UU, 100UV, 100UW, 100UX, 100UY, 100UZ, 100VA, 100VB, 100VC, 100VD, 100VE, 100VF, 100VG, 100VH, 100VI, 100VJ, 100VK, 100VL, 100VM, 100VN, 100VO, 100VP, 100VQ, 100VR, 100VS, 100VT, 100VU, 100VV, 100VW, 100VX, 100VY, 100VZ, 100WA, 100WB, 100WC, 100WD, 100WE, 100WF, 100WG, 100WH, 100WI, 100WJ, 100WK, 100WL, 100WM, 100WN, 100WO, 100WP, 100WQ, 100WR, 100WS, 100WT, 100WU, 100WV, 100WW, 100WX, 100WY, 100WZ, 100XA, 100XB, 100XC, 100XD, 100XE, 100XF, 100XG, 100XH, 100XI, 100XJ, 100XK, 100XL, 100XM, 100XN, 100XO, 100XP, 100XQ, 100XR, 100XS, 100XT, 100XU, 100XV, 100XW, 100XX, 100XY, 100XZ, 100YA, 100YB, 100YC, 100YD, 100YE, 100YF, 100YG, 100YH, 100YI, 100YJ, 100YK, 100YL, 100YM, 100YN, 100YO, 100YP, 100YQ, 100YR, 100YS, 10

Collect copy of Panchayat Public Collection and Disposal plan.

- Get scheme-wise list of individuals who are desirous of accessing individual beneficiary oriented schemes but have not applied so far.
- Colled any complaint/grievance that people may have, especially with regard to non-structuring of benefits under individual beneficiary oriented schemes.

Get list of households without piped water/electricity connection

Day 1 Afternoon:

- Visit local schools, health institutions, ANCOs, government assets, banks, water bodies, tubewell, electric station, important private enterprises.
- Visit other villages in the Panchayat
- Evening informal interaction with PRI representatives, frontline government functionaries and prominent citizens to discuss and deliberate upon the core problems/issues being faced by the locals of the Gram Panchayat and ways to increase rural incomes and emerge village/micro industries.
- Capture evening interaction picture by 8:00 P.M.

Day 2:

- Captive morning picture at 7 A.M.
- Formal meeting with the Panchayat members.
 - Get various subjects/portfolios assigned to the panities by the Sarpanch & mut amenity assigned and get a Panchayat resolution passed for the same.
 - Inspect the karnal register and make the Panchayat members aware about the requirement of monthly meetings as per the Act.
 - Check the digital signatures of Sarpanch/Panchayat Secretary/Administrator.
 - Assess the functionality of Panchayats and discuss the difficulties being faced by the Panchayat in carrying out its functions and development works.
- Formal interaction with:
 - Frontline government functionaries (Doctors/Teacher/PJWS/Anganwadi Workers/ASHA/ANM/VLW/PDS storekeepers/representatives of PHE, PWD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
 - Social activists/NGOs
 - Prominent citizen/retired teachers/Govt. employees/retiree-senior citizen etc.

B2V2/PD&MD/2019

Day 2 Afternoon:

- Visit the Panchayat Gram/BDC office and check for furniture/computer
- Insual board at hand identified for Panchayat Chair
- Lead Craft Festival Ceremony for completed PUAAY houses
- Inaugurate the previous B2V work and lay foundation stone for a new one
- Inspect B2V u14" FLC works/Large/urgent work/other developmental projects taken up
- Inaugurate the playground : lay the foundation stone for CSC. Start one sports event.
- Inaugurate/lay foundation stone of any other works which are available

B2V2/PD&MD/2019

9act to Village 2 (B2V2) - Report

(Form to be filled up by the Reporting Officer during his/her two day visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER:

- Name: **Arshad Kumar Sharma**
- Designation: **Additional Deputy Commissioner Raman**
- Department/Place of posting: **Raman**
- Mobile No: **9411212044**
- Email id: **arshadkumar@gmail.com**
- Home District: **Pagani**
- Dates of visit: **26/11/2018 to 28/11/2018, November 2018**

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: **Dhanmand**
- Local Government Directory (LGD) code of the Panchayat: **7150**
(To be sourced from Rural Development Department/DC)
- Name of CD Block: **Batoke**
- Name of Tehsil: **Batoke**
- Name of District: **Ramgan**

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: **One**
- No. of hamlets in the Panchayat: **07 (Wardh)**
- No. of households in the Panchayat: **410**
- Population (approx.) of the Panchayat: **2392 (Approx)**

D) FRONTLINE OFFICERS/OFFICIALS WHO ARE PRESENT DURING THE VISIT:

S. No.	Department	Designation of the officer/official
1	Rural Dev. Dept	Block Dev. Officer I.O.C.
2	Revenue	Sub-Inspector Raman
3	Education	Teachers
4	ICDS	Anganwadi worker
5	Health	ASHA worker
6	Agriculture	Technician
7	Forest	Guard
8	PHE	Supervisor + others

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Char is available in the Panchayat: **Yes/No/Under construction**
If yes, whether functioning in: **Own building/Other government building/Private building**
- If no, whether land is available for construction of the Panchayat Char: **Yes/No**
- Whether the BDC office has been established (in case the officer visits Block Panchayat): **Yes/No/Not applicable**

b. If no, whether the building for EDC office has been identified. Yes/No
applies

h. Facilities available in the Parastatal Reg institutions:

Facilities available	Parastatal Office	EDC Office	Remarks
Furniture	Yes/No ✓	Yes/No ✓	
Computers	Yes/No ✓	Yes/No ✓	
Telephone facility	Yes/No ✓	Yes/No ✓	

v. In case Parastatal has not been constituted, whether Administrator has been appointed. Yes/No ✓

vi. Whether Information and Access Register has been prepared. Yes/No ✓

(Visiting Officer to physically check the register)

If no, Visiting Officer to get the register prepared in better precision and confirm: Nil

2. FUNCTIONALITY:

i. Whether Extra Parastatal meeting is being held regularly on monthly basis. Yes/No ✓

Date of last meeting held: 26.11.2019

ii. Whether Extra State meeting is being held regularly on quarterly basis. Yes/No ✓

Date of last meeting held: 25.11.2019

iii. Whether the Kernal register is being maintained by the Parastatal Secretary. Yes/No ✓

(Officer to inspect the register)

iv. Whether the Subordinate/Parastatal Secretary have signed signatures. Yes/No ✓

v. Bank Account opening and receipt of funds

Name of the Scheme	Separate bank account opened	Official stamping of other than Parastatal	Funds received	Balance in the account as on date (Rs. in lakh)	Whether all bank pass transactions had been made
1st Finance Commission	Yes/No ✓	Separate stamping ✓	Yes/No ✓	25.7044 ✓	Yes/No ✓
EDS (Narain)	Yes/No ✓	Separate ✓	Yes/No ✓	—	Yes/No ✓
EDS (Narain)	Yes/No ✓	Separate ✓	Yes/No ✓	—	Yes/No ✓
EDS (Narain)	Yes/No ✓	Separate ✓	Yes/No ✓	—	Yes/No ✓
Mid Day Meal (MDM)	Yes/No ✓	Separate ✓	Yes/No ✓	—	Yes/No ✓
One resource of Parastatal	Yes/No ✓	—	Yes/No ✓	—	Yes/No ✓
Any other Scheme, if yes, indicate same	—	—	—	—	—

(Visiting Officer to personally check the Passbook and enter the above details. Further all also check that the bank account is in the name of the Parastatal and operated by Parastatal.)

vi. Whether Parastatal Secretary Committee has been constituted. Yes/No ✓

If no, the visiting officer to ensure that the Committee is constituted in better precision and confirm: —

vi. 1st Finance Commission Award

a. Whether 1 year Action Plan 2015-20 has been prepared. Yes/No ✓

b. Whether the detailed estimates for all works have been prepared. Yes/No ✓

c. No. of works for which estimates have been prepared. 2 No. (In % to total)

d. Whether Action Plan has been approved by the DDC: Yes/No

If no, reason thereof: _____

e. Whether the works have been started: Yes/No

No. of works started: 1 No (6 % to total)

If no, reason thereof: _____

f. Who is issuing work order for works being executed under 14th FC (tick one)

1) Sarpanch (✓)

2) BDO ()

3) Others (specify): _____

vi. Integrated Child Development Scheme (ICDS):

a. Is the Panchayat/Sarpanch purchasing nutrition items at Panchayat level for use in the Anganwadi Centres of the Panchayat: Yes/No

If no, reason thereof: No funds available

Also mention if it is being purchased by someone else: _____

b. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/No

If no, reason thereof: _____

c. Is the Panchayat/Sarpanch paying honorarium to AWWs/Helpers directly at Panchayat level: Yes/No

If no, reason thereof: No funds

d. Whether the record on account of purchase of nutrition and payment of honorarium is being maintained by the Panchayat: Yes/No

(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)

ix. Mid Day Meal (MDM) Scheme

a. Whether Panchayat/Sarpanch is purchasing items at Panchayat level for serving Mid day meal in the schools: Yes/No

If no, reason thereof: No funds

b. Whether the Panchayat/Sarpanch is providing Mid day meal to the school children in the Panchayat: Yes/No

If no, reason thereof: No funds left at village

Also mention if it is being provided by someone else: Boys' Hostel

Providing my school on per part basis

c. Whether the record on account of purchase of MDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No

(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)

x. MNREGA:

a. Whether MNREGA Plan 2019-20 has been approved: Yes/No

b. If yes,

✓ Funds allocated to the Panchayat: Rs 22.46 lakh

✓ No. of works approved: 6

✓ No. of works started: 6

✓ No. of works completed: Nil

✓ No. of 200 Card holders in the Panchayat: 291

✓ No. of man days generated: 2126 up to 15.11.19

at. Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/No

If yes, whether approved by the Gram Sabha: Yes/No

If no, reason thereof: No Own resources

- xi. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No
 If no, whether subjects have been assigned in presence of the visiting officer: Yes/No

xii. Major challenges being faced by the Panchayat in functioning and execution of works:

a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BDO	RDO	<u>Yes/No</u>	
VLM	RDO	<u>Yes/No</u>	
JE	RDO	<u>Yes/No</u>	
CDPO	Social Welfare	<u>Yes/No</u>	
TSMO	Social Welfare	<u>Yes/No</u>	
Anganwadi Supervisor	Social Welfare	<u>Yes/No</u>	
Headmaster/Principa/CEO	School Education	<u>Yes/No</u>	
IC MCH	School Education	<u>Yes/No</u>	
BMO	Health	<u>Yes/No</u>	
Tehsildar/Nao-Tehsildar	Revenue		
Patwari	Revenue	<u>Yes/No</u>	
Agriculture Extension Officer	Agriculture	<u>Yes/No</u>	
Horticulture Extension Officer	Horticulture	<u>Yes/No</u>	
Village Functionaries		<u>Yes/No</u>	
Any other			

b) Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries/other schemes:

✓ Non co-operation by officials: Yes/No

If yes, who: _____ (specify)

✓ Non disclosure of funds available/schemes by officials: Yes/No

✓ Delay in preparation of estimates/technical sanctions by engineering staff: Yes/No

✓ Delay in administrative approval by officials: Yes/No

If yes, how long: _____ (specify number of days)

✓ Officers not sharing details of guidelines/stats of beneficiaries: Yes/No

✓ Any other difficulty, give details: _____

F) FOLLOW UP OF BACK TO VILLAGE-1 (B2V1):

1. Whether the construction work of playground inaugurated/started during the visit of the officer in B2V1 has been completed: Yes/No

If not, likely date of completion: Not playground

2. Whether any other works started during Back to Village-1 have been completed: Yes/No

If not, list of such works and date by which they are likely to be completed:

(1) Water storage tank at Nam before 28.2.2018

(2) /

(3) /

3. Whether any funds have been released for works identified in B2V1: Yes/No

If yes, amount released: Rs. 3.00 lakh.

Whether works identified in B2V1 have been started: Yes/No

Likely date of completion: 28.2.18 (date)

Sector/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks:
PHE	Water Treatment Plant	No	yet to be started

v Whether any improvement in attendance of following Government functionaries has been noticed after BZV1:

- Doctors/Paramedics/other Health staff (Yes/No) ☒
- Teachers/Ret Teachers (Yes/No) ☒
- Anganwadi Workers/Helpers (Yes/No) ☒
- RDO staff (Yes/No) ☒
- Junior engineering staff (Yes/No) ☒
- Agriculture/Horticulture staff (Yes/No) ☒
- Animal Husbandry/Sheep Husbandry staff (Yes/No) ☒

In case any particular department has shown improvement, please specify:

Any department whose staff is absent most of the time RDO & Paramedics

Any department whose officers/officials has not visited the Panchayat even once since BZV1 No except RDO

Any department which has organized any event or camp or tour of senior officer in the Panchayat since BZV1 and

vi. Areas of major complaints brought to notice

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
RDO Replacement of water pump	PDD	Yes/No	
Water supply	PHE	Yes/No	
Health Sub-centre	Health	Yes/No	

vii. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Replacement of pump of PDS	PDD	Yes/No	
Water supply	PHE	Yes/No	
Water Treatment plant	PHE	Yes/No	
Water Treatment plant	Education	Yes/No	
Water Treatment plant	Education	Yes/No	

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

- i. Whether the GPDP for the schemes transferred to the Gram Panchayats have been prepared for the year 2019-20. Yes/No

If no, reason thereof: _____

- ii. Whether the schemes and activities approved under GPDP for 2019-20 are under implementation. Yes/No

- iii. Whether Panchayat-wise disaggregation of the resources earmarked for the schemes for 2020-21 has been done by the Sectoral Officers. Yes/No

If no, reason thereof: _____

- iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Char or at some prominent place. Yes/No

If no, the officer should get it installed and confirm: _____

- v. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GPDP Portal for preparation of GPDP 2020-21. Yes/No

If no, the visiting officer to ensure that the meeting schedule is framed in his/her presence and confirm: _____

- vi. Whether the frontline workers of the subjects transferred to the Gram Panchayats are participating in the scheduled Gram Sabha meetings. Yes/No

If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings:

1 st Meeting Date (15-11-19)		2 nd Meeting Date ()	
S. No.	Department	S. No.	Department
1	Forest Guard	1	Health Asst
2		2	Education Teacher

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3			3	I.C.D.S	Programmer
4			4	Rural Development	Secretary/CAAS
5			5		
6			6		
7			7		
8			8		

If no, reason thereof: _____

- vii. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting: Yes/No

If no, Reason thereof: _____

- viii. Whether the GPDP Plans are being approved by the Gram Sabha. Yes/No

If no, reason thereof: _____

- ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal. Yes/No

If no, reason thereof: _____

(N/A to demonstrate the reports to the Visiting Officer)

- k. Whether the critical gaps identified in the Panchayat during Mission Andradya Survey, 2019 are being bridged while preparing GPOD plan for 2020-21: Yes/No.
If no, reason thereof: Need Further Verification

2. SOCIAL AUDIT:

- i. Whether the details with regard to the schemes being implemented by the Gram Panchayats are placed before the Gram Sabha on quarterly basis for carrying out audit: Yes/No

If no, reason thereof: _____

- k. Is the Social Audit Committee framed in B2V1 conducting social audit: Yes/No

- ii. Whether the issues raised during the audit are being redressed by the department concerned: Yes/No

If no, reason thereof: No Social Audit has been done

3. CAPACITY BUILDING & TRAININGS:

1. Whether, the capacity building and training has been imparted to the elected representatives: Yes/No

If yes, provide details:

No of Elected Representatives trained	Place of training	Theme of training	No of days
<u>Sarpanch POC ward members</u>	<u>Jaunpur</u>	<u>working in the</u>	<u>3 day</u>
<u>in Jaunpur</u>	<u>Bakola</u>	<u>in -</u>	

- ii. Quality of training: Poor/Satisfactory/Very Good/Excellent

- iii. Whether any exposure visit within J&K/outside has been conducted: Yes/No (with/without)

- If yes, Visiting Officer to record the experiences/inputs of the elected representatives about the visit: Poor/Satisfactory/Very Good/Excellent

- iv. Whether any digital literacy training has been conducted for Sarpanches: Yes/No
If yes, quality of training: Poor/Average/Good/Excellent

- v. Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats:

a. Elected representatives: Poor/Satisfactory/Good/Excellent

b. General Public: Poor/Satisfactory/Good/Excellent

(Visiting officer to read out the schemes from the pamphlet available)

h) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES

- i. Visiting Officer to fill appropriate number of beneficiaries covered and approximate number left out

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for SC/ST/OBC students	43	87	Ac/m. not input	150
Scholarship for Minority students	N/A	145	non-availability of funds	N/A
Pension - Old Age	8	-	-	N/A
Pension - Widow	16	-	-	N/A
Pension - Disability	6	-	-	N/A
PM Kisan NATH	155	-	-	N/A
Ayushman Bharat	72	-	-	-
PM Jeevan Jyoti Bani Yojana	-	-	-	-
PM Suraksha Bima Yojana	-	-	-	-
PM Awas Yojana - Gramin	6	N/A	-	-
State Maternity Assistance Scheme	-	-	-	-

Scheme/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
MRECA Job Card	201	NB	N/A	N/A
Leak Rep	-	-	-	-
Swachh Bharat Mission- Individual Household Toilets	136	75	Not willing to construct as the tenure is only less	
PM Ujjwala Yojana	280	30	-	N/A
Ujasa	350	N/A	-	-
Jansam Account	900	N/A	-	-
PM Matsya Vandana Yojana	N/A	5	Funds, due to non-availability - updating	

The visiting officer to enclose scheme-wise list of individual beneficiaries who are interested to avail the benefit under the scheme. He/she to also collect any applications and handover at district headquarter.

5. Visiting Officer to fill number of cases pending and fresh demands:

Scheme/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	Pending	No commitment in all wards.	
Electricity connection	ADA	-	PCFS

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The visiting officer to enclose the list of individuals/beneficiaries who need fresh connections. He/she to also collect any applications and handover at district headquarter.

ii) DOUBTLING FARMERS INCOME:

1. IRRIGATION

i. Topography of the Panchayat: Semi hilly/Hilly/Purely Plains

a. Major sources of irrigation: Canal/Khula/Tube well/Bore/Springs/Water harvesting/Tanks/Rafts/Other (please specify) _____

ii. Status of adequacy of irrigation locally in the Panchayat: Sufficient/Insufficient

iv. Are there any un-tapped irrigation sources in the Panchayat: Yes/No

✓ If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Bore/Any other water body) _____ (tick as many as needed)

v. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/No

If yes, please specify: Nashid & Ghansar

vi. Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No

vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: N/A

viii. No. of farmers who intend to use drip/sprinkler irrigation: N/A (Nos.)

ix. Any suggestions to improve irrigation facilities in the Panchayat:

water harvesting Tanks can
help to create minor irrigation sources

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (kg/acre): 30 (kg/acre)

ii. Are adequate HYV seeds available to the farmers: Yes/No

iii. If no, reasons thereof: People cannot afford to buy seeds

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3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card 200 (Nov)
- No. of farmers who have availed loan facility through KCC during 2015
10 Nos.
- No. of farmers who applied for KCC loan but not provided so far
5 Nos.
- Problems faced by farmers in availing KCC loan (for website reference)
 - Difficult processes and procedures
 - Delay by concerned Dept.
 - Delay by bank concerned
 - Any other problem please specify _____

Disagreements in improving the process of availing loan under KCC

More awareness is required

4. MARKETING INTERVENTIONS

- How to improve the marketing and price realization of surplus?
 - Through organized market (mandi)
 - Through un-organized market market
 - Any other, please specify _____
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing?
co-operative marketing can help.
- Any other suggestions for bringing improvements in the marketing of surplus agricultural/horticultural produce

New Mandi is being developed at Beatehr.

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5. DIVERSIFICATION TO HIGH VALUE CROPPRUIT:

- Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat. Yes/No

✓ If yes, please specify

Sl. No.	Non- remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
1.	Apple	High	
2.	Pear Apricot	High	
(b)	Walnut	High	

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department. Poor/Satisfactory/Good/Excellent
- Status of household/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new units

S. No.	Sector	No. of household/farmers engaged	No. of household/farmers interested in setting up new units
1	Backyard Poultry	very few	150
2	Dairy units	No paper bearing	Surge of interest about dairy
3	Sheep Units	—	10 units
4	Fish Ponds	—	—

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iii. Suggestions for encouraging more households/farmers to set-up new units

Apprentices camps to be organized by village level, find a staff housekeeping

7. List 5 suggestions in order of priority which can help in increasing income of farm/rural households:

1.	Plantation of fruit trees i.e. Apple Mango & walnut - H.V.V.
2.	Dairy cows in co-operative manner
3.	Backyard Poultry
4.	Flour mill
5.	H.V.V. crops of vegetables

4) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

- i. Whether Aadhaar card has been provided to all people in the Panchayat. Yes/No
If no, the number of people in the Panchayat yet to get Aadhaar card: _____
- ii. Overall satisfaction level of the people about the ration shops: Poor/Satisfactory/Good/Excellent

Major problems/complaints with regard to ration shops:

- a) Irregular opening Yes/No ✓
b) Inadequate stock Yes/No ✓
c) Overcharging Yes/No ✓
d) Rude behaviour of store owner Yes/No ✓
e) Long distance to be covered to reach the store: Yes/No ✓
f) Non-display of rates Yes/No ✓
g) PDS machine not working Yes/No ✓

h) any other: Kid not being provided

iii. Number of FIRs registered in last 3 months: _____

- a) Are people generally satisfied by response of Police to complaints: Yes/No ✓
b) Is copy of FIR given to people: Yes/No ✓
c) Are people satisfied about the overall security situation in Panchayat: Yes/No ✓
d) Any suggestions: _____

iv. Public perception:

- a. Are departmental staff available: Poor/Good/Very Good/Excellent ✓
b. Are departmental staff responsive: Poor/Good/Very Good/Excellent ✓

v. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries:

Department	Average time taken	Remarks/details, if any
Revenue	• Within 1 month ✓ • More than 1 month • Never	
Social welfare	• Within 1 month ✓ • More than 1 month • Never	
Police Station	• Within 1 month ✓ • More than 1 month • Never	
PHE	• Within 1 month ✓ • More than 1 month • Never	

PDO	• Within 1 month • More than 1 month ✓ • Never	
Any other	• Within 1 month • More than 1 month • Never	

v. Any specific observation or complaint regarding any particular department if:

Animal & Scrap Handling
Said nothing

K) OTHERS:

i. Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No ✓

ii. Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No ✓
(Visiting officer to collect a copy of the Plan)

iii. Number of children in the age group of 4-14 years in the Panchayat: 280 approx.

iv. Number of children in the age group of 4-14 years enrolled in the schools: 254

v. Is there any High/Higher Secondary school with more than 40% girl students: Yes/No ✓

vi. Whether PDO has provided Sanitary Napkin Vending Machines in any of the above Schools: Yes/No ✓ (Not applicable)

✓ If yes, details of schools: _____

✓ If yes, whether the machine is functional: Yes/No

vii. Whether PDO has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable ✓

✓ If yes, whether the incinerator is functional: Yes/No

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L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Urgent public requirements in order of priority (Max. 07)
1.	Pathways for inter connectivity of all roads
2.	Replacement of wooden poles
3.	Drinking water
4.	Good connectivity to roads under PMGSY
5.	School building for two girls schools + 1200 seats for infant wards
6.	completion of Panchayat - Bharu
7.	Boating Facility
II	Any major complaint brought to notice of the Visiting Officer:
	• Pending liabilities on account of MGNREGS • Drinking water & 1200 poles

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II Overall perception of functioning of the government:

The Panchayat is working properly with the given resources which need to be enhanced. Resentment in public with regard to B to V-1 → No work taken up.

I Overall assessment of visit and suggestions:

(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)

concrete measures need to be taken to restore the confidence of people. At least one work per ward is required to be started/ sanctioned.



Signature of the visiting officer

Name

Ashish K. Sharma