

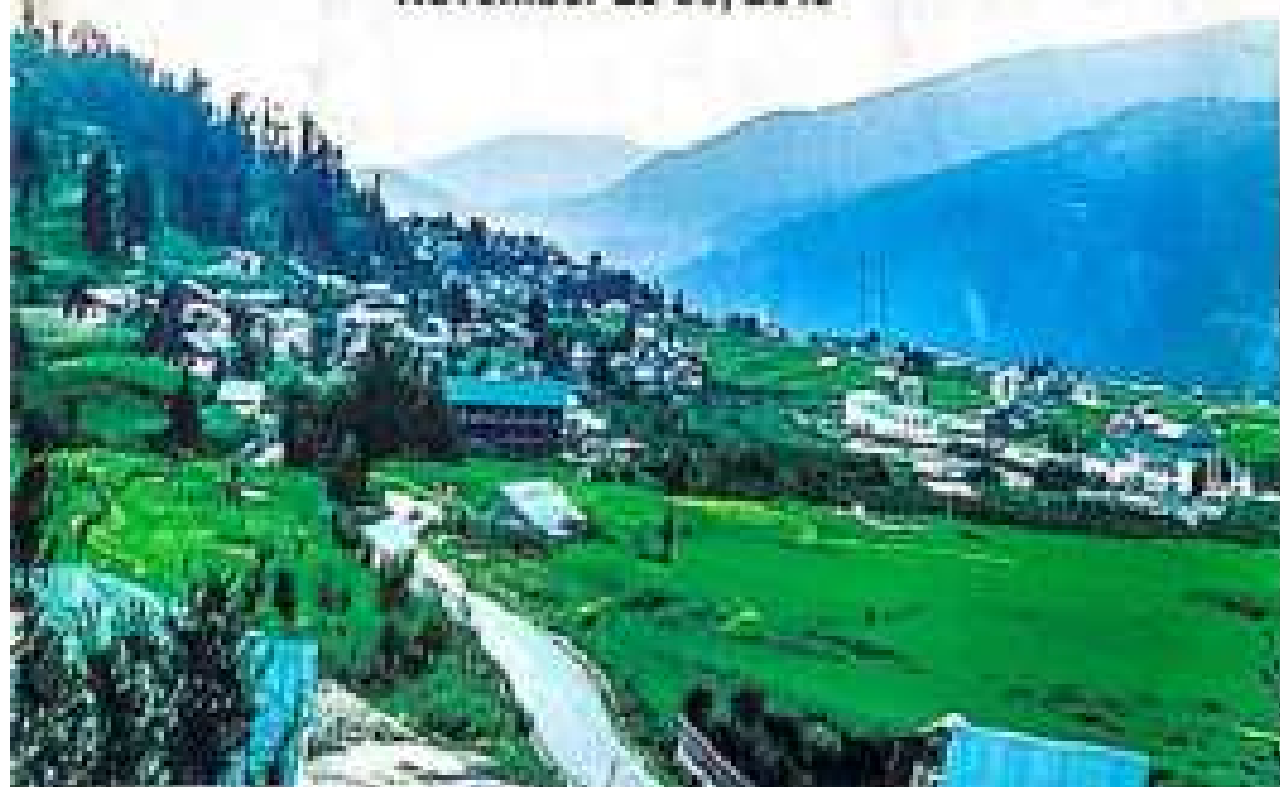


Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019



Government of Jammu & Kashmir

Farooq Ghouse

**Jammu and Kashmir
New Vision
New Horizon**



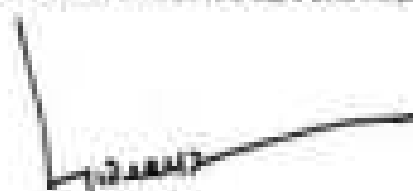
Message

In June 2018, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both daunting and ambitious - a public outreach of this size and scale 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 naysayers 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 two days and a night with the people living with them, eating the same food and learning first hand the challenges and difficulties of their existence. For many it was a unique learning experience: the sweet fare of nature brought home to them the beautiful form of things; for others was a humbling experience as it laid bare 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 Shopian District wrote to the Hon'ble Prime Minister about this programme following which the Prime Minister made a mention of it in his Mann Ki Baat Programme calling it a 'festival 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 focussed on collecting feedback and assessing needs, the second phase intends to look more closely at the task of empowering, emerging and institutionalising the functioning of Panchayati Raj Institutions. Invariably they will associate Panches/Sapanches. The other objective of this edition of the programme will be to look at the various flagship programmes and individual beneficiary oriented schemes and learn more about the impediments, 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 institutionalised, 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 faster and better.



(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 vibrant 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 focused 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 25th July, 2019. The interface was vibrant and responses 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 grassroot level vis-a-vis 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 institutionalised, decentral governance programme, which will help to deliver speedy and better 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 Halls 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 focused 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 ICD8 (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 other officials.

- vi. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwadi Centres etc. as possible. He should also inspect at least some of the works carried out/being carried out under various schemes like 14th FC, MNREGA 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.
- ix. 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 PM-Kaun, 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.
- x. The visiting officer shall restrain himself/herself from giving or offering any commitment on behalf of the government.
- xi. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensual view emerging from his interactions in the village.
- xii. 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.
- xiii. 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 discuss the B2U2 booklet and any other inter/applications/grievances that may have been handled over to him/her during the visit.

Suggested Activity Schedule for the Visiting Officer

Pre and Post Visit Activities

- Meeting with the Deputy Commissioner for collection of documents and briefing regarding the visit before going to the Panchayat.
- Debriefing meeting with the Deputy Commissioner and submission of one copy of the filled-in booklet and other papers before leaving the district.

Day 1

- Arrive in the Panchayat by 10 A.M. (capture picture).
- Attend the Gram Sabha:
 - Read out the charter of Fundamental Duties.
 - Discuss B2V1 report card, critical gap analysis report and obtain feedback on follow up of B2V1 activities.
 - Unveil the GPDP booklet in the Gram Sabha.
 - Get the resolution for approval of GPDP and MGNREGA passed in the Gram Sabha.
 - Unveil the 14th FC plan booklet in the Gram Sabha.
 - Inspect the four pass books- 14th FC, MDM, ICDS, Own Resources.
 - Check the purchase record register for MDM and ICDS.
 - Distribute the information flyers on Individual Beneficiary Based Schemes.
 - Fill up those columns of the B2V2 booklet which require Gram Sabha responses.
 - Distribute guidelines of government schemes which can help increase rural incomes e.g. Backyard Poultry, Dairy Entrepreneurship Scheme etc.
 - Get the Panchayat Biodiversity Committee constituted if not already constituted through a Panchayat (not Gram Sabha) resolution. The format for the resolution will be made available by the district administration.
 - Check Panchayat Asset register and infrastructure register. If the same is not available, the officer will get it prepared.

- Collect copy of Panchayat Plastic 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.
- Collect any complaint/grievance that people may have, especially with regard to non-sanctioning of benefits under individual beneficiary oriented schemes.
- Get list of households without piped water/electricity connection.

Day 1 Afternoon:

- Visit local schools, health institutions, AWCs, government assets, tanks, 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 energise village/minor industries.
- Capture evening interaction picture by 5.00 P.M.

Day 2:

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members:
 - Get various subjects/portfolios assigned to the panches by the Sarpanch if not already 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 legal 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 (Doctor/Teacher/Palwar/Anganwadi Worker/ASHA/ANM/MLW/PDS storekeeper/representatives of PHE, PDD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
 - Social activists/NGOs.
 - Prominent citizens/well known teachers/Govt. employees/ex-servicemen etc.

Day 2 Afternoon:

- Visit the Panchayat Ghar/BDC office and check for furniture/computer.
- Install board at land identified for Panchayat Ghar.
- Lead Grah Pravesh Ceremony for completed PMAY houses.
- Inaugurate the previous SZV work and lay foundation stone for a new one.
- Inspect SZV/14th FC works/Languishing works/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.

Back 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:

- i. Name: MUSHTAQ AHMAD BANAGUR
- ii. Designation: Assistant Executive Engineer
- iii. Department/Place of posting: Technical Education department (J&K)
- iv. Mobile No: 9419062881
- v. Email id: mushtaq_banagur@yahoo.com
- vi. Home District: Srinagar
- vii. Dates of visit: 21/10/2019 to 23/10/2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: Fajar Gyn - B
- ii. Local Government Directory (LGD) code of the Panchayat: 274482
(To be sourced from Rural Development Department/DC)
- iii. Name of CD Block: BLOCK HARNAN
- iv. Name of Tehsil: NORTH (Harnan)
- v. Name of District: Srinagar

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 05
- ii. No. of hamlets in the Panchayat: 12
- iii. No. of households in the Panchayat: 217
- iv. Population (approx.) of the Panchayat: 2508

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

S. No.	Department	Designation of the officer/official
1	(R & B) Const. Div. 2nd Dy.	D. Begimani
2	Agri. Extension Dept.	A. E. A. [Signature]
3	Youth Services and Sports	Dr. [Signature]
4	Public Health	Public Health Officer
5	P. D. O.	P. D. O.
6	Public Works	Public Works Officer
7	Public Health	Public Health Officer
8	P. D. O.	P. D. O.
9	Public Health	Public Health Officer
10	Information	Information Officer
11	Public Health	Public Health Officer
12	Food & Supply	T. D. O.
13	Public Health	Public Health Officer
14	P. D. O.	P. D. O.
15	Public Health	Public Health Officer
16	Public Health	Public Health Officer
17	Public Health	Public Health Officer
18	Public Health	Public Health Officer
19	Public Health	Public Health Officer
20	Public Health	Public Health Officer
21	P. D. O. (P. D. O.)	P. D. O.
22	P. D. O.	P. D. O.
23	Public Health	Public Health Officer
24	Education	P. D. O.

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

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

g. If not, whether the building for BOC office has been identified: Yes/No/Not applicable

h. Facilities available in the Panchayat Raj Institutions:

Facilities available	Panchayat Office	BOC Office	Remarks
Furniture	Yes/No ✓	Yes/No ✓	Till date no furniture has been provided
Computer/printer	Yes/No ✓	Yes/No ✓	Till date no computer facility available
Telephone facility	Yes/No ✓	Yes/No ✓	Till date no telephone connection provided

i. In case Panchayat has not been constituted, whether Administrator has been appointed: Yes/No ✓

ii. Whether Infrastructure and Assets Register has been prepared: Yes/No ✓
(Visiting Officer to physically check the register)

If no, Visiting Officer to get the register prepared in his/her presence and confirm: _____

2. FUNCTIONALITY:

i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No ✓

Date of last meeting held: 13-11-2019

ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No ✓

Date of last meeting held: 13-11-2019

iii. Whether the Khasra register is being maintained by the Panchayat Secretary: Yes/No ✓

(Officer to inspect the register)

iv. Whether the Sarpanch/Administrator/Panchayat Secretary have digital signatures: Yes/No ✓

v. Bank Account opening and receipt of funds:

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakhs)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No ☒		Yes/No ☒	20.29	Yes/No ☒
ICDS (Nutrition)	Yes/No ☒		Yes/No ☒		Yes/No
ICDS (Honarium)	Yes/No ☒		Yes/No ☒		Yes/No
Mid Day Meals (MDM)	Yes/No ☒		Yes/No ☒		Yes/No
Own resources of Panchayat	Yes/No ☒		Yes/No ☒		Yes/No
Any other Scheme. If yes, indicate name					

(Visiting Officer to personally check the Passbook and enter the above details. He/she will also check that the bank account is in the name of the Panchayat and operated by Sarpanch.)

vi. Whether Panchayat Biodiversity Committee has been constituted: ☒ Yes/No

If no, the visiting officer to ensure that the Committee is constituted in his/her presence and confirm: _____

vii. 14th Finance Commission Award:

a. Whether 4 year Action Plan 2016-20 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: 10 no. (____ % 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: 08 No. (_____ % 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: _____

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

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

If no, reason thereof: _____

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

If no, reason thereof: _____

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

If no, reason thereof: The School authorities are not responding the Panchayat/Sarpanch.

- b. Whether the Panchayat/Sarpanch is providing Mid day meal to the school children in the Panchayat: Yes

If no, reason thereof: The School authorities provides Mid day meals.

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

- 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. MGNREGA:

- a. Whether MGNREGA Plan 2015-20 has been approved: Yes/No

- b. If yes,

✓ Funds allocated to the Panchayat: Rs 13.10 lakh

✓ No. of works approved: 08

✓ No. of works started: All

✓ No of works completed: Nil

✓ No of Job Card holders in the Panchayat: 181

✓ No. of man days generated: Nil

- ii. 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

If no, reason thereof: Approved by DDC Sonmarg

- xi. Whether subjects have been assigned by the Sarpanch to the Pancha: ☒ 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	☒ Yes/No	
VLW	RDO	☒ Yes/No	
JE	RDO	☒ Yes/No	
CDPO	Social Welfare	☒ Yes/No	
TSWO	Social Welfare	☒ Yes/No	
Anganwadi Supervisor	Social Welfare	☒ Yes/No	
Headmaster/Principal/ZEO	School Education	☒ Yes/No	
ic MOM	School Education	☒ Yes/No	
BMO	Health	☒ Yes/No	
Tahsildar/Naib-Tahsildar	Revenue		
Patwar	Revenue	☒ Yes/No	
Agriculture Extension Official	Agriculture	☒ Yes/No	
Horticulture Extension Official	Horticulture	☒ Yes/No	
Village functionaries		☒ Yes/No	
Any other			

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

✓ Non co-operation by officials: No

If yes, who: Primary Dept, PDS, Bank (specify)

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

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

✓ Delay in administrative approval by officers: No

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

✓ Officers not sharing details of guidelines/lists of beneficiaries: No

✓ Any other difficulty, give details: Delay in preparation of estimates due to lack of field staff i.e. engineering staff

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

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

If not, likely date of completion: Under Review (date)

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

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

(1) Construct of Culvert near Khatar Mohalla at Fajri Gajri - B.

(2) Construct of bridge near Uddar Mohalla at Fajri Gajri - B.

(3) Construct of General public Toilets at Fajri Gajri - B.

iii. Whether any funds have been released for works identified in B2V1: No

If yes, amount released: Rs. 18 lakh (figure)

Whether works identified in B2V1 have been started: No

Likely date of completion: Ending Dec 30/19 (date)

iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after 82V-1, details thereof:

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
(1) Social welfare	as per sanction under Panchayat R.P.		Quantity sanctioned by Commission (L & B)
(2) PDD	Inf / respondent 2 HT/LT line		- do -
(3) PDD	Installation of street lighting LED Bulbs		- do -
(4) RDP	erecting 3 mtr x 2 mtr		- do -
(5) Youth Service and Sports	play ground at Ashwin Nagar		- do -

v. Whether any improvement in attendance of following Government functionaries has been noticed after 82V1:

- | | |
|---|-----------------|
| a) Doctors/Paramedics/Other Health staff | (Yes/No) Partly |
| b) Teachers/HT Teachers | (Yes/No) |
| c) Anganwari Workers/Helpers | (Yes/No) |
| d) PDD staff | (Yes/No) |
| e) Jaidhar engineering staff | (Yes/No) |
| f) Agriculture/Horticulture staff | (Yes/No) |
| g) Animal Husbandry/Sheep Husbandry staff | (Yes/No) Partly |

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

Any department whose staff is absent most of the time: Most of All concerned Dept. Except RDP

Any department whose officers/officials has not visited the Panchayat even once since 82V1: PMGSY, Tourism, Khadi Village

Any department which has organized any event or camp or tour of some other in the Panchayat since 82V1: No other department but Tak bank has organized scheme for business to general public of

18. Paik Guin - B. has recently our representatives
department of Agriculture, Animal Husbandry,
PHD, CAPD, RDP held an event of drama
headed by RDP of 3 different teams

vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Dand Khaver Ward No. (01)	PMGSY	Yes/No	Drainage Road and R/wall due to recently heavy snow fall
Tancho Mohalla	(R & B) Deptt	Yes/No	Drain and R/wall along with side road
Dara Darbagh Fajri Gijari-B	Revenue Deptt	Yes/No	Problem faced by locals regarding concerned Patwari

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Shifting of Transformer at Tancho Mohalla to Dand Khaver	PDD	Yes/No	Cause damage to houses and electric shock to locals
Providing of lighting to Graveyard at Meshapajan	PDD	Yes/No	During night hours problem faced by locals
Earth Filling of Graveyard at Meshapajan	RDD	Yes/No	To avoid any untoward incident
Installation of Transformer at Tancho Mohalla Meshapajan Ward No. 04	PDD	Yes/No	To distribute load for 70 houses
Improvement of Road from main road to 8th Jama Khata at Meshapajan ward No. 04	R & B	Yes/No	Demand for 10 cats and benefit to 20 houses

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 District Officers: Yes/No

If no, reason thereof: The scheme for 2020-21 has not prepared, yet

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

If no, the officer should get it installed and confirm: The boards have not received, yet

- 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 proper manner and confirm: Lack of Internet facility in village

- 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 (03-11-2019)			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
1	RDO	VLW	1		
2	Agriculture Deptt	Agriculture Assistant	2	Nil	

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	R & B	J. E	3		
4	Animal Husbandry	Senior Veterinary Pharmacist	4		
5	Fisheries Deptt	Field Supervisor	5		NIL
6	Sheep Husbandry	Assistant Stoverman	6		
7	Education	Teacher	7		
8	Healthcare	HTM	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

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

If no, reason thereof: Lack of Internet Facility in the Village

(VLW to demonstrate the reports to the Visiting Officer)

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GPDP plan for 2020-21: ☒ Yes/☐ No
If no, reason thereof: _____

2. SOCIAL AUDIT:

- i. Whether the details with regard to the schemes being implemented by the Gram Panchayat are placed before the Gram Sabha on quarterly basis for carrying out audit: ☒ Yes/☐ No
If no, reason thereof: _____

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

- iii. Whether the issues raised during the audit are being redressed by the department concerned: ☒ Yes/☐ No
If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS:

- i. 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
05	Directorate of Rural Development	Regarding GPDP	03

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

- iii. Whether any exposure visit within J&K/Outside has been conducted: ☒ Yes/☐ No
If yes, Visiting Officer to record the experiences/views 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 developed in Panchayats:

☒ Elected representatives : Poor/Satisfactory/☒ Good/Excellent

☒ General Public : Poor/Satisfactory/☒ Good/Excellent

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

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

1. Visiting Officer to fill approximate 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	22			
Scholarship for Minority students	n/c	n/c	n/c	n/c
Pension - Old Age	90	107	For the Sanctioning req. received	
Pension - Widow	35	25	- do -	
Pension - Disability	20	15	- do -	
PM Kisan Nidhi	212	106	N/A matching of names with bank accounts and not pendency	
Ayushman Bharat	85	30	Under card req. available	
PM Jeevan Jyoti Bima Yojana	27	-	-	-
PM Suraksha Bima Yojana	40	-	-	-
PM Awas Yojana - Gramin	75	63	non availability of funds	
State Marriage Assistance Scheme	53	53	non availability of funds	

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	181	—	—	—
Land Btl	20	04	Delay by concerned Dept.	
Swachh Bharat Mission-Individual Household Toilets	237			
PM Upward Yojana	Information not Received from concerned department			
Ujda		— do —		
Jamhan Account	190	—	—	—
PM Matru Vandana Yojana	19	07	Due to non availability of Family	

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

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

Schemes/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	09	Not sanctioned by concerned Dept.	—
Electricity connection	01	— do —	—

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

II DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/~~Yes~~/Plain/Kandi
- Major sources of irrigation: Canal/~~Yes~~/Tube well/Ponds/Springs/Water harvesting Tanks/~~Yes~~/Others (please specify): _____
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/~~Yes~~/Insufficient
- Are there any un-tapped irrigation sources in the Panchayat: ~~Yes~~/No
 If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body: Tulphari (Sick as many as needed)
- Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/no
 If yes, please specify: Tulphari
- Whether the Panchayat has potential for drip/sprinkler irrigation: ~~Yes~~/No
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: no
- No. of farmers who intend to use drip/sprinkler irrigation: 1 no (No.)
- Any suggestions to improve irrigation facilities in the Panchayat:

To provide water harvesting Tanks, deep bore well (say - 6th feasibility report from Geology training deptt.)

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 40 %age)

- Are adequate HYV seeds available to the farmers: ~~Yes~~/No (35%)

- If no, reasons thereof: As per seed replacement rate, seed are adequate

but as per requirement/need the supply is inadequate
 R2V2P0&MD/2019 As people taking in this village are poor family
live, hence it is recommended to provide
(HYV) seeds on highly subsidized rates

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card 70 (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019
00 Nos.
- No. of farmers who applied for KCC Loan but not provided so far
75 Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):

- Difficult processes and procedures Loan amount for harvest is very low and ready immediate disbursement
- Delay by concerned Deptt. -
- Delay by bank concerned -
- Any other problem, please specify: -

- Suggestions for improving the process of availing loan under KCC

To take bank rules in favour of developmental and
the loan amount for harvest shall be increased

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):

- Through organized market (mandi) ✓
- Through un-organized market X
- Any other, please specify: X

- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:

Take other related benefit and new schemes
is national level marketing intervention (NFI) scheme

- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

To provide / construct a factory for
post harvesting.

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

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

✓ If yes, please specify:

Sr. No.	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
01	Pearl	Dry Fruit	walnut, Tree installed instead of Pear Tree
—	—	—	—
—	—	—	—

6. INCREASING LIVESTOCK PRODUCTION:

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

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	200	150
2	Dairy units	200	150
3	Sheep Units	TSP 2 B.Y 2 Total 4	8 (Back yard)
4	Fish Ponds	nil	nil

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

To provide high yielding orchard on individual / family plot along with food and fodder

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

1.	To provide well run Trees to the farmers for increasing income
2.	To provide Balgong Apple Trees
3.	To provide Sec Keeping Boxes / Nests
4.	To provide Shed for Fertilizer Cow dung / vermin compost pits
5.	To provide shed for Mushroom production / Mushroom units

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

1. Whether Aadhaar card has been provided to all people in the Panchayat ☒ Yes
If no, the number of people in the Panchayat yet to get Aadhaar card: _____

2. 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:	No
b) Inadequate stock:	Yes
c) Overcharging:	Yes
d) Rude behaviour of shop owner:	Yes
e) Long distance to be covered to reach the shop:	Yes
f) Non-display of rates:	Yes
g) POS machines not working:	Yes

ii) any other Electronic Kanda (weighing Machine)

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

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	Delaying for preparation of Revenue Extracts etc.
Social welfare	• Within 1 month • More than 1 month • Never	Not fully Cooperate to the locals regarding facility of handicapped etc.
Police Station	• Within 1 month • More than 1 month • Never	Active O.K.
PHE	• Within 1 month • More than 1 month • Never	Lack of Field Staff resulting in nuisance to general public.

POO	• Within 1 month • More than 1 month • Never	Field Staff not cooperative fully to the locals, who are Groomers.
Any other	• Within 1 month • More than 1 month • Never	Irregular Deptt not cooperative to General Public of Fagri Guri-8

- vi. Any specific observation or complaint regarding any particular department:

The Lower Staff of the concerned department of my field staff in the 12 Fagri Guri-8, as higher staff work in the field/ Panchayat.

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: 80

- iv. Number of children in the age group of 4-14 years enrolled in the schools: 60

- v. Is there any High/Higer Secondary school with more than 40% girl students: Yes/No ☒

- vi. Whether RDO 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 RDO has provided Sanitary Napkin Incinerator in the above Schools: Yes/No ☒ Not applicable

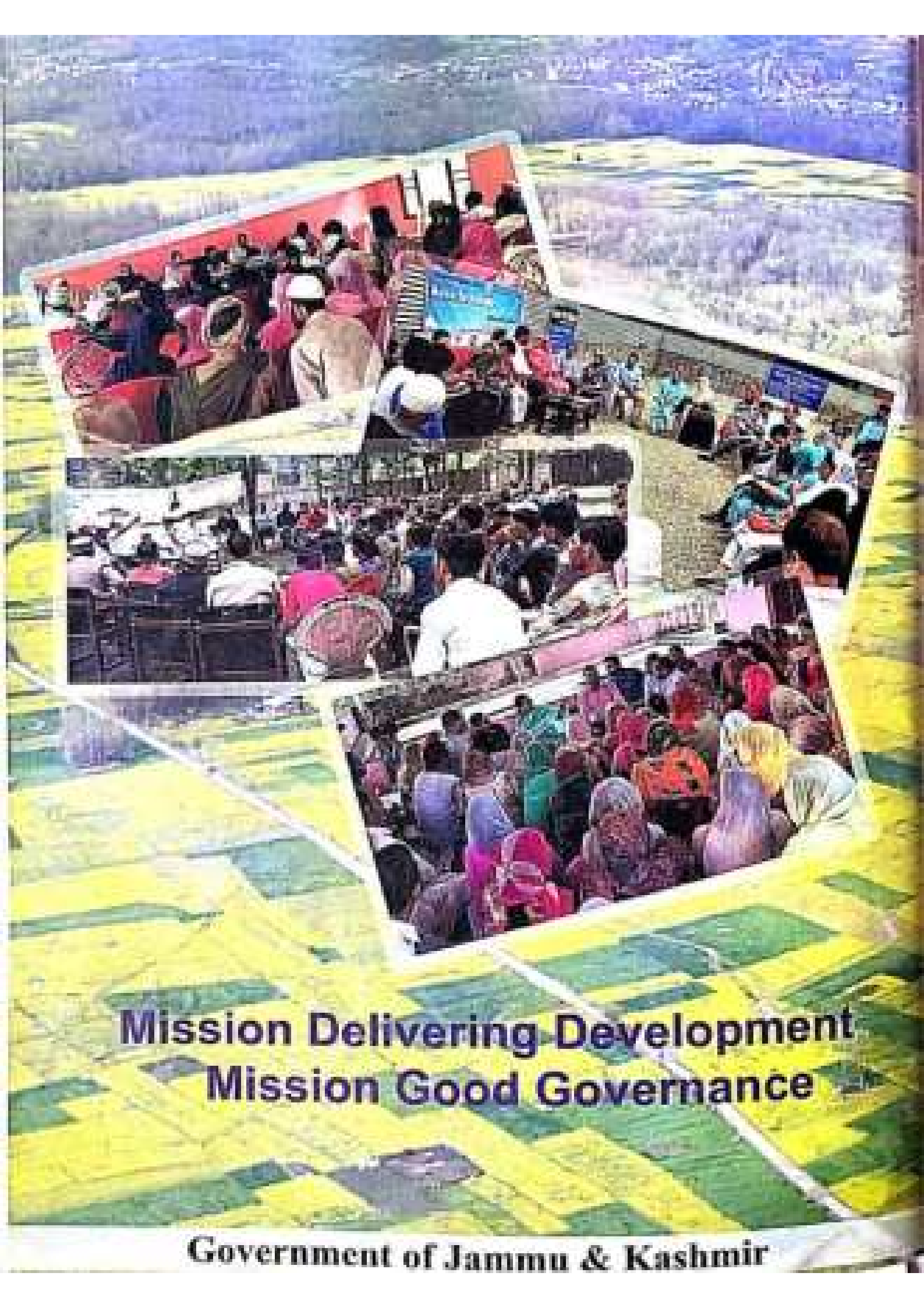
✓ If yes, whether the incinerator is functional: Yes/No

1) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Urgent public requirements in order of priority (Max. 07):
1.	To provide new Victoria Transport at station 1. Michael Ashan Murga Fajir Guin B Mula Palla, Dard Khara End
2.	To provide nonpoint equipment to be primary 2. health centre for smooth functioning of the health centre and to avoid any internal accident (Demand included)
3.	Rehabilitation of unit 53 (Forest Dept.) by planting Jodars, Akash, Apple, Guinje Alone and Jodars
4.	providing and fixing of Road Avenue Plants from Jodars to through point to point Road from any internal accident including Forest Dept.
5.	Providing deep bore wells and water harvesting tanks for irrigation proposed
6.	providing / construction of bus - primary centre for Fajir Guin B along with allied necessary facilities
7.	Cont. of Road at least 100m to Dard Khara Michael Ashan (5-4) B
8.	upgrading of middle school at Ashan Murga with accommodation addition of physical Teacher Post 1 Unit of P. band at off point of Ashan Murga
9.	Any major complaint brought to notice of the Visiting Officer.
	Most of the higher officers of various departments not visit the panchayat talgas Fajir Guin B Only lower staff of the departments visit the field. Also in Gram Sahas the various concerned departments not fully cooperate and attending the meeting of Gram Sahas.

III	Overall perception of functioning of the government:
	Every department has been assigned a specific role. The board and members of each department shall participate in public interactions, inaugurations of development works, awareness programmes on welfare schemes, convening of Gram Sabhas, Public grievances redress camps, school health camps, anganwadis and feed back.
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	<u>During the last programme / visit</u> • To provide grievances at the doorstep of the people. • To interact with people along with concerned department and listen their demands and grievances/iss. • To prioritize the works in immediate need of demanded by the public. <u>Suggestion:</u> The issues and demands raised by the people of the Angamaly Circle "B" and should know that their general demands will be redressed and fulfilled at the earliest.

Signature of the visiting officer
 Name: Mushley Ahmed Sidi
 Assistant Executive Engineer
 Technical Education Dept
 (T.E.) Government



**Mission Delivering Development
Mission Good Governance**

Government of Jammu & Kashmir