



*Jalams*

**Back to  
Village 2**

**B2V2**

**Governance at the Doorstep**

November 25-30, 2019

**Kandiwara.**

**Government of Jammu & Kashmir**

## **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 14<sup>th</sup> 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.

- viii. 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 14<sup>th</sup> 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-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.
- 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 deposit the B2V2 booklets and any other lists/applications/grievances that may have been handed over to him/her during the visit.

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## Suggested Activity Schedule for the Visiting Officer

### Pro 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

- Arrival 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 14<sup>th</sup> FC plan booklet in the Gram Sabha.
  - Inspect the four pass books- 14<sup>th</sup> 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 Biodeversity Committees 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, 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 energise village/micro industries.
- Capture evening interaction picture by 8.00 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 *karyai* 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 (Doctor/Teacher/Patwari/Anganwadi Workers/ASHAs/ANMs/VLW/PDS storekeeper/representatives of PHE, PDD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
  - Social activists/NGOs.
  - Prominent citizens/retired teachers/Govt. employees/ex-servicemen etc.

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## Back to Village 2 (B2V2) - Report

(Format to be filled up by the Reporting Officer during teacher two day visit to the Panchayat)

### A) DETAILS OF REPORTING OFFICER:

- i. Name: *Rajy Ahmad Zago*
- ii. Designation: *Lecturer*
- iii. Department/place of posting: *Education/GUSS Sagam*
- iv. Mobile No: *7006421712*
- v. Email id: *Zago.rajy75@gmail.com*
- vi. Home District: *Anantnag*
- vii. Dates of visit: *25/26/27/28/29/30, November 2019*

### B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: *Kandivata*
- ii. Local Government Directory (LGD) code of the Panchayat: *274732*  
(To be sourced from Rural Development Department/by DC)
- iii. Name of CD Block: *Sagam*
- iv. Name of Tehsil: *Kokernag*
- v. Name of District: *Anantnag*

### C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: *01*
- ii. No. of hamlets in the Panchayat: *08*
- iii. No. of households in the Panchayat: *420*
- iv. Population (approx.) of the Panchayat: *2679*

- \* Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GSDP 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 Panchayats 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 formed 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 |
|---------------------------------------|-------------------|-------------------|------------|
| 04                                    | BHQ Jangam        |                   | 05         |

- 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 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 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 |                              |  |   |   |
| Scholarship for Minority students  |                              |  | Not available due to internet blockade at conveyed by the concerned department. |   |
| Pension - Old Age                  | 45                           | 67   | Sanctions awaited   | NIL   |
| Pension - Widow                    | 39                           | 22   | -do-  | NIL   |
| Pension - Disability               | 24                           | 07   | -do-  | NIL   |
| PM Kissan Nidhi                    | 189                          | NIL  |   | NIL   |
| Ayushman Bharat                    | 198                          | 20   | Foreign Bank Problem  | NIL   |
| PM Jeevan Jyoti Bima Yojana        | 127                          | NIL  |   | NIL   |
| PM Suraksha Bima Yojana            | 126                          | NIL  |   | NIL   |
| PM Awas Yojana - Grameen           | 12                           | NIL  |   | NIL   |
| State Marriage Assistance Scheme   | 04                           | NIL  |   | NIL   |

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

i. 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     | walnut                      | Balgesian  | Some land available for walnuts |
| 02     | Apple                       | Ultara HD  |                                 |
|        |                             |  |                                 |

6. INCREASING LIVESTOCK PRODUCTION:

i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent

ii. 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 | Nil                               | 350  |
| 2      | Dairy units      | Nil                               | Nil  |
| 3      | Sheep Units      | 01                                | 25   |
| 4      | Fish Ponds       | Nil                               | Nil  |

ii. Suggestions for encouraging more households/farmers to set-up new units  
Counseling and financial assistance

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

1. Establishment of markets at the nearest place
2. Provision of loan for establishment of agricultural units
3. Introduction of High yielding varieties
4. Provision of Agricultural machinery on subsidized basis
5. Awareness camps regarding various schemes.

#### J) 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: 310

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) POS machine not working:                        | Yes/No ✓ |

- h) any other: \_\_\_\_\_
- iii. Number of FIRs registered in last 3 months   01
- 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        | <ul style="list-style-type: none"> <li>• Within 1 month ✓</li> <li>• More than 1 month</li> <li>• Never</li> </ul> |                         |
| Social welfare | <ul style="list-style-type: none"> <li>• Within 1 month ✓</li> <li>• More than 1 month</li> <li>• Never</li> </ul> |                         |
| Police Station | <ul style="list-style-type: none"> <li>• Within 1 month ✓</li> <li>• More than 1 month</li> <li>• Never</li> </ul> |                         |
| PHE            | <ul style="list-style-type: none"> <li>• Within 1 month ✓</li> <li>• More than 1 month</li> <li>• Never</li> </ul> |                         |

III Overall perception of functioning of the government:

Noticed satisfactory functioning of local govt. institutions / departments

IV Overall assessment of visit and suggestions:

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

Below average socio economic status with weak educational standards and weak economical standards. Exploring the possible means of educational / economic development.

Signature of the visiting officer

Name

Rezaq Ahmad Zafar

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