



**Back to
Village 2**

B2V2

Governance at the Doorstep

November 25-30, 2019

Narpu Dara B

Government of Jammu & Kashmir

Jammu and Kashmir New Vision New Horizon

LIEUTENANT GOVERNOR
JAMMU & KASHMIR



RAJ BHARAN
JAMMU-180001

Message

In June 2015, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both daring 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 nayayers we decided to go ahead with the programme. The response of the programme exceeded our own expectations. Everywhere the visiting officers were welcomed, loved 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 firsthand the challenges and difficulties of their existence. For many it was a unique learning experience - the revelations of nature brought home to them the beautiful forms of things - for others was a humbling experience as they have 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 the programme following which the Prime Minister made a mention of it in his *Mano 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 stands to look more closely at the task of empowering, energising and institutionalising the functioning of Panchayat Raj institutions, invariably they will associate Panchayats/Sarpanches. 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 institutionalized, discipline governance programme which will not only be a genuine, unadorned ear to the ground but will also act the informal helpline 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 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/Helops 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, District Entrepreneurship Development Scheme and Backyard Poultry Scheme, Panchayat Schemes etc. She/he must also be familiar with 14th FC, MDM and ICN (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, unveil Gram Panchayat Development Plan (GPD) 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 district administration and the various line departments. He/she shall also prepare 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 coverage of all beneficiary oriented schemes and also discuss the same 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 Government and the difficulties being faced by it in implementing various development schemes. For this purpose he/she should hold detailed meetings with the Panchayat members and also officials.

B2V2/PD&MD/015

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, MGNREGS and other government programmes. In case, there is a regularising project in the village, the officer should carefully inspect the same and record its progress.

vii. In addition to all other activities, that the visiting officer will carry out, he/she should lay special emphasis on 100% enrollment of school children (age 4-14 years), 100% coverage of P.M.A. (Pradhan Mantri Awasari Yojana) 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 emerging rural/micro enterprises and village industries.

viii. The visiting officer shall restrain himself from giving or offering any commitment on behalf of the government.

ix. 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.

x. 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 filing up the same.

xi. After completing the village visit and before leaving the district, the officer must hold a de-briefing meeting with the Deputy Commissioner and his/her team and discuss the BZVZ booklet and any other observations/provisions that may have been handed 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 filed-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 BZVZ report card, critical gap analysis report and obtain feedback on follow up of BZVZ activities.
- Unveil the GPOP booklet in the Gram Sabha.
- Get the resolution for approval of GPOP and MGNREGS passed in the Gram Sabha.
- Unveil the 14th FC plan booklet in the Gram Sabha.
- Inspect the fair pass books- 14th FC, MDM, ICDS, Osh 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 BZVZ 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.

- o Collect copy of Panchayat Plastic Collection and Disposal plan.
- o Get scheme-wise list of individuals who are desirous of accessing individual beneficiary oriented schemes but have not applied so far.
- o Collect any complaint/grievance that people may have, especially with regard to non-cancellation of benefits under individual beneficiary oriented schemes.
- o 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 5.00 P.M.

Day 2:

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members:
 - o Get various subjects/portfolios assigned to the panches by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - o Inspect the karnal register and make the Panchayat members aware about the requirement of monthly meetings as per the Act.
 - o Check the digital signatures of Sarpanch/Panchayat Secretary/Administrator.
 - o 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:
 - o Frontline government functionaries (Doctor/Teacher/Panwar/Anganwadi Workers/ASHAs/ANMs/VLW/PDS storekeeper/representatives of PHE, PDD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
 - o Social activists/NGOs.
 - o Prominent citizens/retired teachers/Govt. employees/ex-servicemen etc.

Day 2 Afternoon:

- Visit the Panchayat Ghar/SOC office and check for furniture/computer.
- Install doors at land identified for Panchayat Ghar.
- Lead Grah Praveesh Ceremony for completed PMAY houses.
- Inaugurate the previous BZV work and lay foundation stone for a new one.
- Inspect BZV/114th 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: En. Madhu K. Deyan
- ii. Designation: Asst. En. Engineer
- iii. Department/place of posting: Dist (R/O) Kar Sub. Div. Rajshahi
- iv. Mobile No: 99190 3000
- v. Email id: mdk@ppsc.gov.bd
- vi. Home District: Shajha
- vii. Dates of visit: 25/26/29/30, November 2019
29/12/19 - Nov 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: Narupura - B
- ii. Local Government Directory (LGD) code of the Panchayat: 2274664
(To be sourced from Rural Development Department/DC)
- iii. Name of CD Block: Sangra
- iv. Name of Tehsil: Mohammadpur
- v. Name of District: Ararhat

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 01
- ii. No. of hamlets in the Panchayat: 02
- iii. No. of households in the Panchayat: 445
- iv. Population (approx.) of the Panchayat: 1775

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

S. No.	Department	Designation of the official/officials
1	<u>Shahid Uddin Khan</u> <u>of. Shajha</u>	<u>ROO (Tech. Sec.)</u> <u>ROO (Admin)</u>
2	<u>Tanvir Akter Khan</u> <u>Ferry</u>	<u>Teacher</u> <u>Teacher</u>
3	<u>Ar. Gani Khatun</u>	<u>Teacher</u>
4	<u>Md. Jafar</u>	<u>Teacher</u>
5	<u>Fazila Khatun Begum</u> <u>Township Ferry</u>	<u>Teacher</u> <u>Teacher</u>
6	<u>Intensha Choudhury</u>	<u>Teacher</u>
7	<u>Gulshan ICPS</u>	<u>Asst. Dir</u>
8	<u>Selina Akter ICPS</u>	<u>Asst. Dir</u>

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- i. Whether Panchayat Ghar is available in the Panchayat: Yes/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 Ghar: Yes/No
- ii. Whether the BCC office has been established (in case the officer visits Block Panchayat): Yes/No/Not applicable

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

iv. Facilities available in the Panchayati Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No	Yes/No	N.A.
Computer/printer	Yes/No	Yes/No	N.A.
Telephone facility	Yes/No	Yes/No	N.A.

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

vi. 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: 19-November-2019 Nil

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

Date of last meeting held: 19-November-2019

iii. Whether the Karwai 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

Name of the bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether at least one transaction has been made
14 th Finance Commission N/A 01111111111111111111	operated by Pyl. Secy. & Administrator	Yes/No	2069567	Yes/No
ICDS (Nutrition)	Jens COPO	Yes/No	—	Yes/No
ICDS (Honorarium)	COPO	Yes/No	—	Yes/No
Mid Day Meals (MDM)	School Head	Yes/No	—	Yes/No
Own resources of Panchayat	—	Yes/No	—	Yes/No
Any other Scheme, If yes, indicate name	NIL	NIL	NIL	NIL

(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: 6 No. (100% 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: 02 No. (33 % 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): Administrator

viii. 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 elected Panch body
Also mention if it is being purchased by someone else: ICDS dept. itself

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 elected Panch body, being paid by the dept.

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: Purchases made by school authorities

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

If no, reason thereof: Being served in Schools
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 2019-20 has been approved: Yes/No ✓

b. If yes,

✓ Funds allocated to the Panchayat: Rs _____ lakh

✓ No. of works approved: 62

✓ No. of works started: nil

✓ No of works completed: nil

✓ No of Job Card holders in the Panchayat: 292

✓ No. of man days generated: Nil

xi. 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: _____

xii. 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

NO elected / quch

xiii. 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	RDD	Yes/No <input checked="" type="checkbox"/>	<i>Full support / Co-operation provided by all the line staffs. to Administrator / Panchayat Secretary</i>
VLW	RDD	Yes/No <input checked="" type="checkbox"/>	
JE	RDD	Yes/No <input checked="" type="checkbox"/>	
CDPO	Social Welfare	Yes/No <input checked="" type="checkbox"/>	
TSWO	Social Welfare	Yes/No <input checked="" type="checkbox"/>	
Anganwadi Supervisor	Social Welfare	Yes/No <input checked="" type="checkbox"/>	
Headmaster/Principal/ZEO	School Education	Yes/No <input checked="" type="checkbox"/>	
I/c MDM	School Education	Yes/No <input checked="" type="checkbox"/>	
BMO	Health	Yes/No <input checked="" type="checkbox"/>	
Tehsildar/Naib-Tehsildar	Revenue	<input checked="" type="checkbox"/>	
Patwari	Revenue	Yes/No <input checked="" type="checkbox"/>	
Agriculture Extension Official	Agriculture	Yes/No <input checked="" type="checkbox"/>	
Horticulture Extension Official	Horticulture	Yes/No <input checked="" type="checkbox"/>	
Village functionaries		Yes/No <input checked="" type="checkbox"/>	
Any other			

b) Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries/any 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 officers: Yes/No

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

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

Any other difficulty, give details: Nil

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: Yes/No

If not, likely date of completion: weather better up will 7SSD (date)

ii. 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) Const. of Bench in at Indharghi End of 12/2019

(2) Const. of Jency to Borden Ganga do

(3) Const. of X-ing with 1st part of Mukadam daji do

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

If yes, amount released: Rs _____ lakh.

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

Likely date of completion: _____ (date)

iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after B2V-1, details thereof:

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
I.E. FC Dept.	Protection board for Jamin & Baidraha in village	No	locating boundary for critical spot site to be taken up soon
PHE	Reg. under DPT scheme with 20.59 Hmt/ha	no	Tenders invited
PMSD	+ Training for PHE	no	In progress
Health	MAC Centre MIPHC with ward	no	In progress
YSD	Play ground	no	Will take up

v. Whether any improvement in attendance of following Government functionaries has been noticed after B2V1:

- a) Doctors/Paramedics/other Health staff (Yes/No) ✓
- b) Teachers/Ret Teachers (Yes/No) ✓
- c) Anganwari Workers/Helpers (Yes/No) ✓
- d) RDD staff (Yes/No) ✓
- e) JEs/other engineering staff (Yes/No) ✓
- f) Agriculture/Horticulture staff (Yes/No) ✓
- g) Animal Husbandry/Sheep Husbandry staff (Yes/No) ✓

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

Education Dept.

Any department whose staff is absent most of the time: NIL

Any department whose officers/officials has not visited the Panchayat even once since B2V1: NIL

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1: NIL

vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Reg. under supply scheme with ward	PHE	Yes/No ✓	Tenders invited
Providing additional Transformers	PDD	Yes/No ✓	Final bill not prepared. 20000.00 submitted
Telecommunication facility	Tele-Comm Dept.	Yes/No ✓	Zero connectivity

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Acute water shortage	PHE	Yes/No ✓	Tenders invited
Intermittent power supply	PDD	Yes/No ✓	demand for poles/wire, transformer provided to Govt.
Shortage of medicines	Health Centre	Yes/No ✓	Supplies forwarded
Play ground for High school	YSD	Yes/No ✓	will take up
Evacuation/Sliding of Kollaba in road	I.E. FC	Yes/No ✓	100 mtr. long critical spot to be taken up

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

- i. Whether the GPDP for the schemas transferred to the Gram Panchayats have been prepared for the year 2019-20: Yes/No ✓
 If no, reason thereof: Due to Turnover
- 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 schemas for 2020-21 has been done by the Sectoral Officers; Yes/No
 If no, reason thereof: Due to Turnover
- iv. Whether Public Information Board indicating the schemas 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: Due to Turnover
- v. Whether the meeting schedule of Gram Sabhas 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 <u>02-11-2019</u>			2 nd Meeting Date <u>(19-11-2019)</u>		
S. No.	Department	Designation	S. No.	Department	Designation
1	<u>R99</u>	<u>VLW/GRS</u>	1	<u>R99</u>	<u>VLW/GRS</u>
2	<u>Educator Teacher</u>		2	<u>Agriculture Technician</u>	

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	<u>ICDS</u>	<u>AWW</u>	3	<u>YSSD</u>	<u>REK</u>
4			4	<u>Educator</u>	<u>Teacher</u>
5			5	<u>PHE</u>	<u>Superior</u>
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: Due to Turnover
- ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No ✓
 If no, reason thereof: Internet Breakdown
 (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 Yes

If no, reason thereof: due to Internet downtime

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 Yes

If no, reason thereof: _____

ii. Is the Social Audit Committee framed in BZV1 conducting social audit: Yes/No Yes

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

If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS:

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

If yes, provide details:

No of Elected Representatives trained	Place of training	Theme of training	No of days
1	Edo office Sangan	Role of Panchayat in Panchayat Raj, children's activities	02 days

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

iii. Whether any exposure visit within J&K/outside has been conducted: Yes/No Yes
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 Yes
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 Satisfactory

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

(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	-	-	-	-
Pension - Old Age	15	25	Approved. Sanction pending	-
Pension - Widow	10	3	-	-
Pension - Disability	6	2	-	-
PM Kisan Nidhi	210	75	NE	NIL
Ayushman Bharat	50	20	Due to Internet downtime	0
PM Jeevan Jyoti Bima Yojana	5	-	-	-
PM Suraksha Bima Yojana	5	-	-	-
PM Awas Yojana - Grameen	-	40	Lock of Funds	-
State Marriage Assistance Scheme	3	-	-	-

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	292	-	-	-
Ladli Beti	21	10	Just I/ret breakdown	02
Swachh Bharat Mission- Individual Household Toilets	352	11	Lack of funds	-
PM Ujjwala Yojana			No info available	
Ujala			-	
Jandhan Account	70	-	-	-
PM Matru Vandana Yojana	22	10	Just I/ret breakdown	-

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

ii. 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	NIL	NIL	NIL
Electricity connection	NIL	NIL	NIL

* Visiting officer to enclose the list of individual/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/Hilly/Plain/Kandi ✓
- Major sources of irrigation: Canal/Khuls/Tube wells/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify): ✓
- Status of adequacy of irrigation facility 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/Springs/Lake/Spring/Ponds/Any other water body: Non-pure & ground water ✓ 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: Non-pure

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

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

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

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

by doing e/ses treatment of Non-pure Canals, Left Irrigation system

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx. 20 %age)

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

iii. If no, reasons thereof: Just high prices of seeds & low quality of hybrid varieties

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without Kisan Credit Card 110 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019 130 Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far NIL Nos.
- iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant):
 - a) Difficult processes and procedures -
 - b) Delay by concerned Deptt. -
 - c) Delay by bank concerned -
 - d) Any other problem, please specify: -
- v. Suggestions for improving the process of availing loan under KCC: To simplify the process

4. MARKETING INTERVENTIONS:

- i. How is agriculture/horticulture produce sold (tick whichever relevant):
 - a) Through organized market (mandi) -
 - b) Through un-organized market -
 - c) Any other, please specify: middleman (Trades)
- ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing: Govt should formalise Market Intervention Scheme (MIS) & should establish APMs/MDIs at district level
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce: Establishment of Cold Storage units & processing facilities.

5. DIVERSIFICATION TO HIGH VALUE CROPP/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)
1	Local Grapes varieties	High yielding	Need Govt. Intervention
2	Apple varieties	High maturity	-do-
3	Mango Cultivar system	High yielding	-do-

6. INCREASING LIVESTOCK PRODUCTIVITY:

- 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:

Sr. No.	Sector	No. of households/farms engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	NIL	NIL
2	Dairy units	NIL	01
3	Sheep Units	190	90
4	Fish Ponds	-	-

6. Suggestions for encouraging more households/organisations to setup this unit
 by providing 10% loan rate all possible help from Govt. agencies
7. List 3 suggestions in order of priority which can help in increasing income of farmers/rural households.

1. Set up local marketing during harvest
2. Provide credit to farmers & input dealers
3. Establish Co-ops, etc. etc.
4. Improve irrigation system & increase crop yield
5. Good road connectivity

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

- c. Whether Aashra card has been provided to all people in the Panchayat. Yes/No
 If no, the number of people in the Panchayat yet to get Aashra card: _____
- k. 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-availability of items: Yes/No
 - g) PDS machines not working: Yes/No

- h) any other: _____
8. 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: None

- k. 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 staff functionaries:

Department	Average time taken	Remarks/Details, if any
Revenue	- Within 1 month <input checked="" type="checkbox"/> - More than 1 month - Never	
Social welfare	- Within 1 month <input checked="" type="checkbox"/> - More than 1 month - Never	
Police Station	- Within 1 month <input checked="" type="checkbox"/> - More than 1 month - Never	
PHE	- Within 1 month <input checked="" type="checkbox"/> - More than 1 month - Never	<u>Time taken to manage</u> <u>stores</u>

1. YES	1. YES
2. YES	2. YES
3. YES	3. YES
4. YES	4. YES
5. YES	5. YES

1. Are there any other... Yes

NOTES

- 1. Whether... Yes
- 2. Whether... Yes
- 3. Whether... Yes
- 4. Whether... Yes
- 5. Whether... Yes
- 6. Whether... Yes
- 7. Whether... Yes
- 8. Whether... Yes
- 9. Whether... Yes
- 10. Whether... Yes
- 11. Whether... Yes
- 12. Whether... Yes
- 13. Whether... Yes
- 14. Whether... Yes
- 15. Whether... Yes
- 16. Whether... Yes
- 17. Whether... Yes
- 18. Whether... Yes
- 19. Whether... Yes
- 20. Whether... Yes

GENERAL INFORMATION OF THE SCHOOL

1. Name of the school: ...

2. Address: ...

3. Telephone: ...

4. Website: ...

5. Number of students: ...

6. Number of teachers: ...

7. Number of classes: ...

8. Number of sections: ...

9. Number of staff: ...

10. Number of non-teaching staff: ...

11. Number of students with special needs: ...

12. Number of students with disabilities: ...

13. Number of students with learning difficulties: ...

14. Number of students with behavioral problems: ...

15. Number of students with other special needs: ...

16. Number of students with other special needs: ...

17. Number of students with other special needs: ...

18. Number of students with other special needs: ...

19. Number of students with other special needs: ...

20. Number of students with other special needs: ...

III Overall perception of functioning of the government

Due to poor public participation, the overall perception about Govt. functioning is not satisfactory as observed by the participants.

IV Overall assessment of visit and suggestions

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

Public participation is poor. However, there was a participation plan for implementation of the Govt. scheme. Scheme is good & should be started without any delay.

Signature of the visiting officer

Name

Dr. Hari Singh
28/10/2018
h.s.

Joint Director
FIELD OFFICE
JAMMU