



**Back to
Village 2-II**
B2V2

Governance at the Doorstep

November 25-30, 2019

Kavshangam.

Government of Jammu & Kashmir

Jammu and Kashmir New Vision New Horizon

**LIEUTENANT GOVERNOR
JAMMU & KASHMIR**



**RAJ BHAVAN
JAMMU-180001**

Message

In June 2019, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both daunting and ambitious - a public outreach of this 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, fêted 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 home of native brought home to them the beautiful forms of Ruqya; 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, energising and institutionalizing the functioning of Panchayat Raj Institutions, insofar as they will associate Panchayat 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, decadal governance programme which will not only be a genuine, unadorned ear to the ground but will also cut the infamous red tape and help in delivering development better and faster.


(G. C. Murmu)



**Chief Secretary
Jammu and Kashmir**

**B. V. R. Subrahmanyam
IAS**

Message

One of the key elements of good governance is the empowerment of democratic institutions so that people become real partners in decision making. After the successful conduct of Panchayat Elections in 2018, it was essential to reach out to the people for getting their valuable feedback for making the functioning of the democratic institutions as 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 Panchayati Raj Institutions (PRIs) at the grassroot 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 Halqas for better outcomes.

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

(B. V. R. Subrahmanyam)

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

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

vi. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwadi Centres etc. as possible. He should also report at least some of the work carried out/being carried out under various schemes like 14th FC, MNREGA and other government programmes. In case, there is a long-pending project in the village, the officer should critically report the same and record its progress.

vii. In addition to all other activities that the visiting officer will carry out, he/she should try special emphasis on 100% enrolment of school children (age 4-14 years), 100% coverage of PHCs/AWCs, Anganwadi Centres 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 envisaging rural/micro enterprises and village industries.

viii. The visiting officer shall refrain himself/herself 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 the 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 filling up the same.

xi. 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 BGV2 booklet and any other observations/grievances 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 field-visit 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 BGV1 report card, critical gap analysis report and obtain feedback on follow up of BGV1 activities.
 - Unveil the GDPD booklet in the Gram Sabha.
 - Get the resolution for approval of GDPD and MNREGA passed in the Gram Sabha.
- Unveil the 14th FC plan booklet in the Gram Sabha.
- Inspect the four pass books- 14th FC, MDM, ICDS, Open 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 BGV2 booklet which require Gram Sabha response.
- 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/evidence that people may have, especially with regard to non-sanctioning 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, AWGs, 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 energize 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.
 - 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/Patwar/Anganwadi Workers/ASHAs/ANMs/VLW/PDS storekeeper/representatives of PHE, PDO, PWD, Agriculture, Animal Sheep, Horticulture etc.)
 - o Social activists/NGOs
 - o Prominent citizens/retired teachers/Govt. employees/semi-retirees etc.

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Day 2 Afternoon:

- Visit the Panchayat GramBDC office and check for furniture/computer.
- Install board at land identified for Panchayat Ghar.
- Lead Gram Panchayat Ceremony for completed PMAY houses.
- Inaugurate the previous B2V work and lay foundation stone for a new one.
- Inspect B2V/14" FC work/Language/working workshop/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.

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Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

1. Name: Dr. Pradip M. Rautu
2. Designation: Medical Officer
3. Department/Place of posting: Health (ISM) / Batin Chaugand Anandpur
4. Mobile No: 700 606 7781
5. Email id: pradipr@gmail.com
6. Home District: Anandpur
7. Date of visit: 29/07/2019 (Month Year) (29.7.20)

B) LOCATIONAL DETAILS OF PANCHAYAT:

1. Name of the Panchayat: Kashanpura
2. Local Government Directory (LCD) code of the Panchayat: 274698
(To be sourced from Rural Development Department/District)
3. Name of CD Block: Patalpura
4. Name of Taluk: Patalpura
5. Name of District: Anandpur

C) PANCHAYAT PROFILE:

1. No. of revenue villages in the Panchayat: 2
2. No. of hamlets in the Panchayat: 7
3. No. of households in the Panchayat: 650
4. Population (approx.) of the Panchayat: 4500

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

S. No.	Department	Designation of the officer/official
1	ICDS	Anganwadi worker/ASIA
2	Education	Teacher, Head Teacher, ZEO Ashwini
3	PHC, P.D.	ALM's sub-team, Moe Inspector
4	Health, Fisheries	ASIM workers, Supervisor
5	Food Control	worker, subv.
6	Agriculture, Agriculture	multitasking, AEM
7	ESB, Horticulture	lower staff (food worker) or AEM & TE
8	Health, Sanitation, Skills, Industries & Commerce	Dy Suptd./P.E.T, AED

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

1. Whether Panchayat Office is available in the Panchayat Year/Under construction
If yes, whether functioning in: Own building/Other government building/Private building
2. If no, whether land is available for construction of the Panchayat Office Year/No
3. Whether the BOC office has been established (in case the office visit took Panchayat Year/Other applicable)

- h. If not, whether the building for BDC office has been started: Yes/No/Not applicable
- i. Facilities available in the Panchayat Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No ✓	Yes/No ✓	Panchayat building should be constructed in the centre of the village with separate facilities inside.
Computers/laptop	Yes/No ✓	Yes/No ✓	
Telephone facility	Yes/No ✓	Yes/No ✓	

- j. In case Panchayat has not been constituted, whether Administrator has been appointed: Yes/No
- k. Whether Infrastructure and Access Register has been prepared: Yes/No ✓
(Visiting Officer to physically check the register)
- l. If no, Visiting Officer to get the register prepared in his/her presence and submit: _____

2. FUNCTIONALITY:

1. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No
Date of last meeting held: 20/11/2019
2. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No
Date of last meeting held: 27/11/2019
3. Whether the Karam register is being maintained by the Panchayat Secretary: Yes/No
- (Officer to inspect the register)
4. Whether the Sarpanch/Administrator/Panchayat Secretary have digital signatures: Yes/No

4. Bank Account opening and receipt of funds

Name of the Scheme	Separate bank account opened	Original signature other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakhs)	Whether all bank order transactions have been made
14 th Finance Commission	Yes/No	V/L (✓)	Yes/No	0	Yes/No
ICDS (Maternity)	Yes/No	ICDS sub.	Yes/No	N/A	Yes/No
ICDS (Jr. High School)	Yes/No	N	Yes/No ✓	N/A	Yes/No
Mid Day Meals (MDM)	Yes/No ✓	Because of lack of facility for Yes/No	Yes/No	N/A	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.)

5. 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: the Biodiversity Committee is formed and its report is submitted.
6. 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: 9 No. (Last % to total)

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

If no, reason thereof: _____

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

No. if works started: 5 No (6-5 % 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): _____

46. 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: Funds Not available

Also mention if it is being purchased by someone else: Contractors for ICDS

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: Unavailable funds

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

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

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ix. Mid Day Meal (MDM) Scheme

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

If no, reason thereof: No funds

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

If no, reason thereof: No funds

Also mention if it is being provided by someone else: Local school, etc.

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 75.20 lakh

✓ No. of works approved: 198

✓ No. of works started: 121

✓ No. of works completed: 121

✓ No. of Job Card holders in the Panchayat: 542

✓ No. of man days generated: 141

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

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

If no, reason thereof: No action has been taken

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vi. Whether subjects have been assigned by the Sarpanch to the Panchayat Yes/No
 If no, whether subjects have been assigned in presence of the visiting officer Yes/No

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

a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BDO	RDO	<u>Yes/No</u>	<u>Slip/Slippery</u>
VLV	RDO	<u>Yes/No</u>	<u>Slip/Slippery</u>
JE	RDO	<u>Yes/No</u>	<u>Slip/Slippery</u>
CDPO	Social Welfare	<u>Yes/No</u>	<u>Slip/Slippery</u>
TBWDO	Social Welfare	<u>Yes/No</u>	<u>Slip/Slippery</u>
Argument Supervisor	Social Welfare	<u>Yes/No</u>	<u>Slip/Slippery</u>
Headmaster/Principal/CEO	School Education	<u>Yes/No</u>	<u>Slip/Slippery</u>
IC MDW	School Education	<u>Yes/No</u>	<u>Slip/Slippery</u>
BMD	Health	<u>Yes/No</u>	<u>Slip/Slippery</u>
Tehsildar/Naib Tehsildar	Revenue	<u>Yes/No</u>	<u>Slip/Slippery</u>
Panchayat	Revenue	<u>Yes/No</u>	<u>Slip/Slippery</u>
Agriculture Extension Officer	Agriculture	<u>Yes/No</u>	<u>Slip/Slippery</u>
Horticulture Extension Officer	Horticulture	<u>Yes/No</u>	<u>Slip/Slippery</u>
Village functionaries		<u>Yes/No</u>	<u>Slip/Slippery</u>
Any other		<u>Yes/No</u>	<u>Slip/Slippery</u>

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: _____

F) FOLLOW UP OF BACK TO VILLAGE-1 (BZV1):

I. Whether the construction work of playground inaugurated/started during the visit of the officer in BZV1 has been completed: Yes/No

If not, likely date of completion: Sept 2019 (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) Playground Sept 2019

(2) Water Sept 2019

(3) 4/6 m x 10 m x 10 m Sept 2019

ii. Whether any funds have been released for works identified in BZV1: Yes/No

If yes, amount released: Rs. _____ lakh

Whether works identified in BZV1 have been started: Yes/No

Likely date of completion: _____ (date)

v. Whether any new work(s) have been sanctioned/started/undertaken in the Panchayat after BZV-1, details thereof: N.O.

Sector/Department	Name of work sanctioned/started/undertaken	Whether completed (yes/no)	Remarks

vi. Whether any improvement in attendance of following Government functionaries has been noticed after BZV-1:

- i) District/Paradeo/Other Health staff (Yes/No)
- ii) Teachers/Other Teachers (Yes/No)
- iii) Anganwadi Workers/Helpers (Yes/No)
- iv) RDO staff (Yes/No)
- v) Jt. Sd. Officer engineering staff (Yes/No)
- vi) Agriculture/Horticulture staff (Yes/No)
- vii) Animal Husbandry/Sheep Husbandry staff (Yes/No)

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

Any department whose staff is absent most of the time: Revenue & R & B

Any department whose officials/casuals has not visited the Panchayat even once since BZV-1: _____

Any department which has organized any event or camp or tour of senior officer in the Panchayat since BZV-1: NO

vii. Areas of major complaints brought to notice:

Major area of complaint made during BZV-1	Department	Resolution of Complaint	Remarks
Electricity	P.D.D.	yes/no	over capacity of depth
Drinking water	P.H.E.	yes/no	under construction.
Roads	Revenue	yes/no	people want to build the road for the area for the road and for the area.

viii. Major problems confronting the people:

Major problem highlighted during BZV-1	Department	Resolution of problem	Remarks
Floods	Food & Civil	yes/no	An immediate work
understand floods	R & B	yes/no	understand floods and the work.
1-5 M, Health Centre	Health	yes/no	1-5 M, Health Centre is present in the area and is at present.
A Bunka Branch with ATM	T&K Bank	yes/no	Should be done at the end of the year.
understand floods	P.H.E.	yes/no	Should be done at the end of the year.

DI. PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

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

If no, reason thereof: _____

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

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

If no, reason thereof: _____

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

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

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

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

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

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

1 st Meeting Date (21/11/2019)		2 nd Meeting Date ()	
S. No.	Department Designation	S. No.	Department Designation
1	Agriculture Field Officer	1	
2	Healthcare Field Officer	2	

1 st Meeting Date (21/11/2019)		2 nd Meeting Date ()	
S. No.	Department Designation	S. No.	Department Designation
3	Seculturing Field Officer	3	
4	Animal Husbandry Field Officer	4	
5	Fisheries Field Officer	5	
6	I.C.D.S. A.W.O. cum	6	
7	Healthcare Field Officer	7	
8		8	

If no, reason thereof: _____

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

If no, Reason thereof: _____

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

If no, reason thereof: _____

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

If no, reason thereof: _____

(V/L to demonstrate the reports to the visiting Officer)

- g. Whether the official gaps identified in the Panchayat during Mission Ambedkars Survey, 2018 are being bridged while preparing CAPDP 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 B2Y1 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 reported to the elected representatives. Yes/No.
If yes, provide details _____

No of Elected Representatives trained	Place of training	Theme of training	No of days
6	1. Thiruvallur 2. Block headquarter Panchayat 3. New Model	understanding Rural Fundraising	2 10 01

- ii. Quality of training: Poor/Satisfactory/Very Good/Excellent.
Poor/Satisfactory/Very Good/Excellent ✓
- iii. Whether any exposure visit within JKK/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/Very Good/Excellent.
Poor/Very 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 ✓
Poor/Satisfactory/Good/Excellent ✓
- b. General Public : Poor/Satisfactory/Good/Excellent ✓
Poor/Satisfactory/Good/Excellent ✓
- (Visiting officer to read out the schemes from the pamphlet available)

III INDIVIDUAL BENEFICIARY ORIENTED SCHEMES

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

Scheme/Services	Beneficiaries initialed (those covered)	Pendency (settled but not corrected) (those)	Reasons for pendency	Fresh applications submitted to visiting officer (those)
Scholarship for SC/ST/OBC students	-	-	-	-
Scholarship for minority students	-	-	-	-
Pension - Old Age	-	-	-	-
Pension - Widow	-	-	-	-
Pension - Disability	-	-	-	-
PW Nectar Nuth	5005	-	-	-
Ambedkar Bhava	0	0	not initiated	not
PW Jeevan Jyoti Bhava	-	-	-	-
PW Sarvagata Bhava	-	-	-	-
PW Awas Yojana - Gramin	-	-	-	-
State Marriage Assistance Scheme	0	-	-	-

Schemes/Services	Benefit- series covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	540 <i>rectified</i>	Nil	Nil	150
Last Bill	373	28	<i>yet to be sanctioned</i>	100
Seachh Bharat Mission- Individual Household Toilets	344	Nil	Nil	Nil
PM Ujjwala Yojana	200	450	<i>Scheme closed</i>	450
Ujale	650	Nil	Nil	Nil
Janshan Account	-	-	-	-
PM Matsu Vandana Yojana	03	29	<i>undermin</i>	Nil

* 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.

1. 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	450	<i>Shukraspade</i>	Nil
Electricity connection	Nil	Nil	Nil

* 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.

1) DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: *Semi-Hilly/Hilly/Plain/Marol*
- Major sources of irrigation: *Canal/Khule/Tube well/Pond/Springs/Water harvesting Tanks/Barred Others (please specify) Lidder's River*
- Status of adequacy of irrigation facility in the Panchayat: *Sufficient/Insufficient*
- Are there any un-tapped irrigation sources in the Panchayat: *Yes/No*
 - If yes, please specify *(Canal/Ground Water/Stream/Lake/Spring/Pond/Any other water body: _____ (tick 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: _____
- Whether the Panchayat has potential for drip/sprinkler irrigation: *Yes/No*
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: *Nil*
- No. of farmers who intend to use drip/sprinkler irrigation: *Nil* (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat: *water harvesting, minor irrigation wells*

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx 70 %age)
- Are adequate HYV seeds available to the farmers: *Yes/No*
- If no, reasons thereof: _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without KCC Loan Card 1541 (1941)
- ii. No. of farmers who have availed loan facility through KCC during 2019 1541
- iii. No. of farmers who applied for KCC Loan but not processed so far None

It is bank delay in providing details and after phone calls.

- iv. Problems facing faced by farmers in availing KCC loan (tick whichever relevant)

- a) Difficult processes and procedures _____
- b) Delay by concerned Dept _____
- c) Delay by bank concerned _____
- d) Any other problem, please specify _____

- v. Suggestions for improving the process of availing loan under KCC _____

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 _____

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

To improve marketing measures around mandi schemes & guidelines

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

Regular visitation programme

5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT:

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

✓ If yes, please specify

Sr. No.	Non-munerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
	Maize	Apple	
	Beans	Cauliflower	
	Potato	Peas	

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	20	± 70
2	Dairy units	100	Unknown
3	Sheep Units	100	Unknown
4	Fish Ponds	3	± 10

- ii. Suggestions for encouraging more household members to set up new units:
 Awareness, video display, physical visit made
 convinced the farmers to start existing units.
7. List 5 suggestions in order of priority which can help in increasing income of
 farm/rural households.

1	Regular Training about new schemes.
2	Improving education of present crops by re-orientation.
3	Improving road connectivity.
4	Improving communication, e.g. internet
5	More breed of cow and trees & apple trees to be adopted

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

- i. Whether Fairhear card has been provided to all people in the Panchayat? Yes/No
 If no, the number of people in the Panchayat yet to get Fairhear card: _____
- ii. Overall satisfaction level of the people about the union village:
 From Satisfactory (Good) to Excellent
- Major problems/complaints with regard to union village:
- | | |
|---|--------|
| a) Irregular opening: | Yes/No |
| b) Inadequate staff: | Yes/No |
| c) Overcharging: | Yes/No |
| d) Abuse behaviour of union owner: | Yes/No |
| e) Long distances to be covered to reach the service: | Yes/No |
| f) Non-display of rates: | Yes/No |
| g) PDS rations not working: | Yes/No |

- h) any other: Yes breed section should be increased
- i. Number of FIRs registered in last 3 months: 14
- 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: From Good to Very Good to Excellent
- b. Are departmental staff responsive: From Good to Very Good to Excellent
- c. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries: _____

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

PDD	• Within 1 month • More than 1 month • Never	Expenditure of Elec. Tensioning should be done by Govt. staff, a licensed staff be provided.
Any other	• Within 1 month • More than 1 month • Never	People demand, pressure to be placed on workers atleast once a week.

4. Any specific observation or complaint regarding any particular department:
PDD & PHE should improve their services

10 OTHERS:

- Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No
- Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No
 (Visiting officer to collect a copy of the Plan)
- Number of children in the age group of 4-14 years in the Panchayat: _____
- Number of children in the age group of 4-14 years enrolled in the schools: _____
- Is there any High/Higher Secondary school with more than 40% girl students: Yes/No
- Whether PDD 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
- Whether PDD has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable
 If yes, whether the incinerator is functional: Yes/No

11) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Urgent public requirements in order of priority (Max. 07)
1	1) Good Protection & clearance of interior roads
2	2) Electric poles well. Proper conductors
3	3) Bridge at Trail Road - Jamnagar, within 100m from village to school. There may be a link road from school to school to Jamnagar village. A link road is needed for the school to be functional.
4	4) Filling of water & soil in the water tank. 10m. Water road for water supply to be improved.
5	5) Drinking water supply to school. 10m. Water road for water supply to be improved.
6	6) An iron well in the school for the purpose of drinking water. 10m. Water road for water supply to be improved.
7	7) Construction of the road from A to B. 10m. Water road for water supply to be improved.
8	8) Any major complaint brought to notice of the Visiting Officer: <u>Not applicable</u>
9	9) A school building in the village. Jamnagar, should be made functional with the school to be functional. 10m. Water road for water supply to be improved.

III	Overall perception of functioning of the government:
	People were very much hopeful during B2V1, & participated too. But the response to their demands got them in a state of dejection.
IV	Overall assessment of visit and suggestions:
	(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	If Govt. is really serious about the B2V, then there should be proper Training & Re-orientation programmes about the whole process, practically too, wherever possible. Casualty workers should also be guided properly.

Signature of the visiting officer

Name Dr. F. Indira Devi
Rautloo