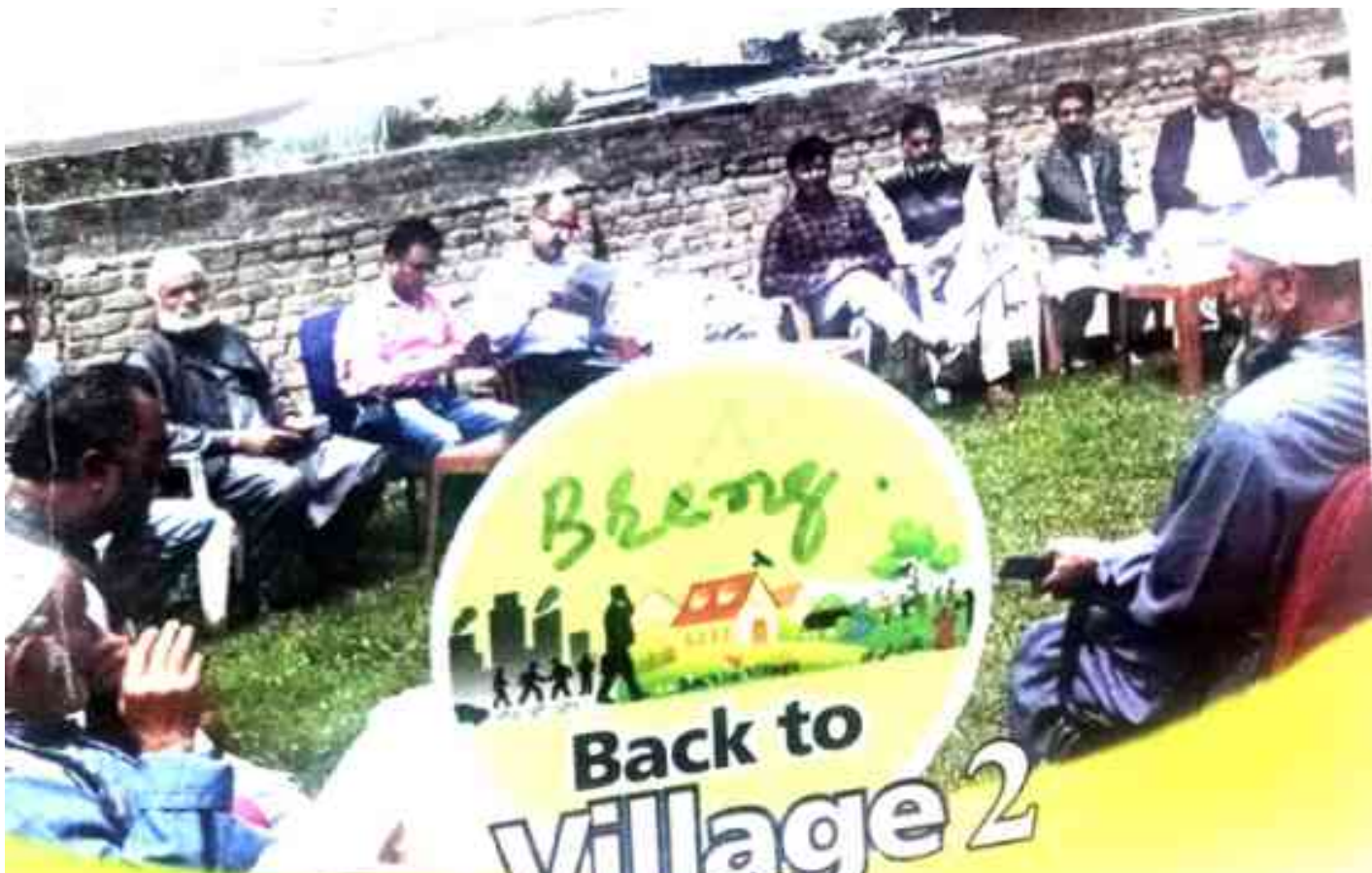




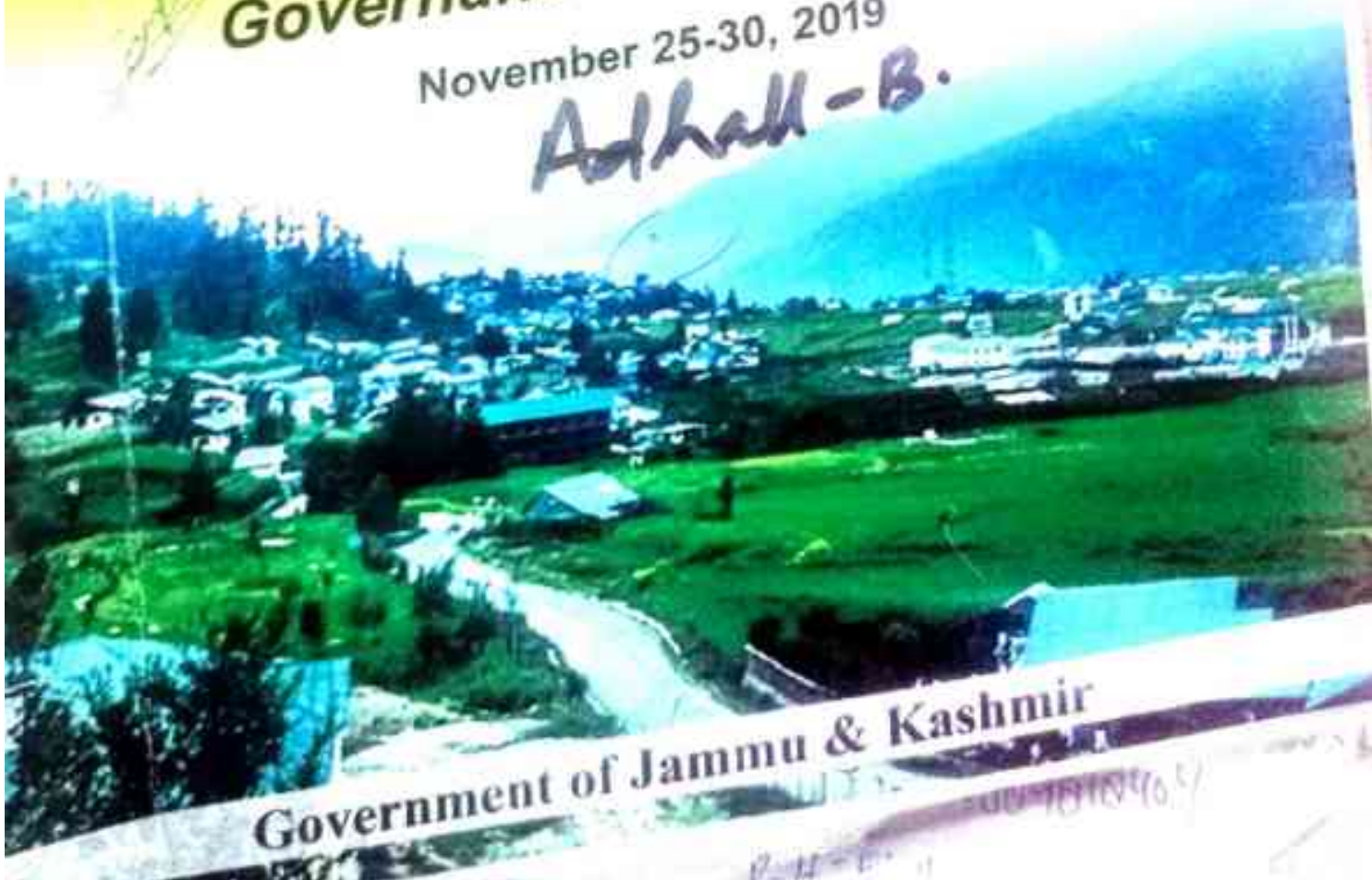
Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Adhall-B.



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, 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 first hand the challenges and difficulties of their existence. For many it was a unique learning experience - the sweet lore of nature brought home to them the beautiful forms of things, for others was a humbling experience as it laid bare to them the dignity which the rural population lives, notwithstanding the myriad challenges of their existence. Such was the enthusiasm generated by the programme that a resident of Shopian District wrote to the Hon'ble Prime Minister about the 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 Panchayati Raj Institutions. Invariably they will associate Panches/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, doorstep governance programme which will not only be a genuine, unadulterated 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, 2018, across all 4453 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 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 Haikas 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.

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304 The visiting officer should try and visit as many Gram Panchayats, schools, PHCs, Anganwadi Centres etc. as possible. He/She should also lead some of the works carried out being carried out under various schemes like 14th FC, MNRGA and other government programmes. He/She should be launching project in the village. The officer should monitor the progress and record its progress.

305 In addition to all other activities that the visiting officer has to do, he/she should lay special emphasis on 100% enrolment of school children (up to 12 years), 100% coverage of PM-Kisan, Ayushman Bharat and other major social welfare 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 sector and village industries.

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

307 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.

308 The report of the visiting officer shall be submitted both in print and electronically in the pre-circulated format. The officer should exercise utmost objectivity while filling up the same.

309 After completing the village visit and before leaving the district, the officer shall hold a debriefing meeting with the Deputy Commissioner and hand over the 62V2 booklets and any other lists/applications/complaints etc. that 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
- Distributing 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 at the Panchayat by 10 A.M. (approximate)
- 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 MGNREGS passed in the Gram Sabha
 - Unveil the 14th FC plan booklet in the Gram Sabha
 - Inspect the two pane books- 14th FC, MDM, ICDS, Own Resources
 - Check the purchase record register for MDM and ICDS
 - Distribute the information book 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. Backward Poultry, Dairy Entrepreneurship Scheme etc.
 - Get the Panchayat Biodiversity Committees constituted if not already constituted through a Panchayat and Gram Sabha resolutions. The format for the constitution will be made available by the district administration.
 - Check Panchayat Asset register and Infrastructure register. If particulars are not available, the officer will get it prepared.

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B2V2/PCAMDC019

- 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 *karwa* 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 developmental works.
- Formal interaction with:
 - Frontline government functionaries (Doctor/Teacher/Patwaris/Anganwadi Workers/ASHA/ANM/VLW/PDS storekeeper/representatives of PSC, PDD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
 - Social activists/NGOs.
 - Prominent citizens/retired teachers/Govt. employees/ex-servicemen etc.

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Day 2 Afternoon

- Visit the Panchayat Office and check for furniture/condition
- inspect plot of land identified for Panchayat Office
- Visit Grah Panchayat for completed PMY houses
- Inaugurate the previous BZV work and lay foundation stone for a new one
- Inspect BZV 114th EC works/Langasberg 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

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Back to Village 2 (B2V2) - R&M

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

A) DETAILS OF REPORTING OFFICER:

- i. Name: Ishrat Jabeen
- ii. Designation: Assistant Engineer
- iii. Department/place of posting: PDD / Bybehara Division
- iv. Mobile No: 919541185707
- v. Email id: ishratjabeen@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: Adhall B
- ii. Local Government Directory (LGD) code of the Panchayat:
(To be sourced from Rural Development Department/by DC) 24255
- iii. Name of CD Block: Kokernag (Biring)
- iv. Name of Tehsil: Kokernag
- v. Name of District: Anantnag

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 1
- ii. No. of hamlets in the Panchayat: 09
- iii. No. of households in the Panchayat: 421
- iv. Population (approx.) of the Panchayat: 1952

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

S No.	Department	Designation of the officer/official
1	PHE	Works Supervisor
2	RDD	GRS (VLW)
3	PDD	Helper
4	R & B	Roads Supervisor
5	ICDS	AWW
6	Health	ASHAS
7	Education	Teacher
8	Revenue	Chowkidar

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

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

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

iv. Facilities available in the Panchayat Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No ✓	Yes/No ✓	Building not available
Computer/printer	Yes/No ✓	Yes/No ✓	- do -
Telephone facility	Yes/No ✓	Yes/No ✓	- do -

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: 19th Nov. '19

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

Date of last meeting held: 19th Nov. '19

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 signed signatures: Yes/No ✓

Yes/No/Not

v. Bank Account (visiting officer receipt of funds)

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No	VLW	Yes/No	311529	Yes/No
ICDS (Nutrition)	Yes/No	CDPO	Yes/No		Yes/No
ICDS (Honorarium)	Yes/No	CDPO	Yes/No		Yes/No
Mid Day Meals (MDM)	Yes/No	Headmaster	Yes/No	-ve Balance	Yes/No
Own resources of Panchayat	Yes/No		Yes/No		Yes/No
Any other Scheme, If yes, indicate name					

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

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

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

vii. 14th Finance Commission Award:

a. Whether 4 year Action Plan 2016-20 has been prepared: Yes/No

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

c. No. of works for which estimates have been prepared: 15 No. 150 (to total)

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

If no, reason thereof: _____

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

No. of works started: 11 No. 35 % 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): _____

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 ☒ Yes

If no, reason thereof: Supply purchased by concerned dept

Also mention if it is being purchased by someone else: No

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

If no, reason thereof: _____

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

If no, reason thereof: _____

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

(Visiting Officer to check the register and verify the signatures of 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: _____

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

If no, reason thereof: Panchayat fhar not available

Also mention if it is being provided by someone else: provided in school premises

- 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: 147

✓ No. of works started: Nil

✓ No of works completed: Nil

✓ No of Job Card holders in the Panchayat: 419

✓ 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: own resources not available

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- xii. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No
 If no, whether subjects have been assigned in presence of the visiting officer:
 ✓ Yes/No
- 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	
VLW	RDD	✓ Yes/No	
JE	RDD	✓ Yes/No	
CDPO	Social Welfare	✓ Yes/No	
TSWO	Social Welfare	✓ Yes/No	
Anganwadi Supervisor	Social Welfare	✓ Yes/No	
Headmaster/Principal/ZEO	School Education	✓ Yes/No	
I/c MDM	School Education	✓ Yes/No	
BMO	Health	✓ Yes/No	
Tehsildar/Naib-Tehsildar	Revenue	✓ Yes/No	
Patwari	Revenue	✓ Yes/No	
Agriculture Extension Official	Agriculture	✓ Yes/No	
Horticulture Extension Official	Horticulture	✓ Yes/No	
Village functionaries		✓ Yes/No	
Any other	NRLM	✓ Yes/No	

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: Delay in sanction & execution of works

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: _____ (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) Steps at Doss Mohemmadpally likely to be completed on 1st Jan
- (2) Flush point at Pehlepore (to be completed within a week)
- (3) Footpath drain NHO Kharshe Ahmed Khay (to be completed within 4 days)

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

If yes, amount released: Rs 5 lakh.

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

Likely date of completion: 1 Jan 2020 (date)

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- 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:
RDD	Steps at upper Gundpora	Yes	u/process
RDD	Flush point at Makhdampora	Yes	u/process
RDD	Makkal Kandi Crossing	yes	u/process
RDD	Footpath from Masjid to Spring Akhpora	No	to be completed within a week
RDD	Flush point at Kekkpora	No	to be completed within a week

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

a) Doctors/Paramedical/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:

RDD

Any department whose staff is absent most of the time: No

Any department whose officers/officials has not visited the Panchayat even once since B2V1: No

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1: No

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Major prob highlighted

Filed

Read

Drinking

Blousing

Non-Avail
of Ambulance
Dispenser

vi. Areas of major complaints brought to notice.

	Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
①	Abangan Mohalla	PHE	Yes/No ✓	Non-availability of funds
②	Kharpora			
③	Dal Bhatkepora			
④	Chesward to Khuli	PDD	Yes/No ✓	- do -
⑤	Kandur Mohalla			
⑥	Khuli			
⑦	Kharpora	R & B	Yes/No ✓	- do -
⑧	Kamrazi Mohalla			
⑨	Gund Mohalla			
⑩	Dal Bhatkepora Mohalla	R & B	Yes/No ✓	- do -
⑪	Gund Mohalla to Kamrazi Mohalla			
⑫	Gund Mohalla to Tanpora			
⑬	Abangan Mohalla to Gund Mohalla			

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Electricity	PDD	Yes/No ✓	Feasibility report u/p process
Roads	R & B	Yes/No ✓	DPR u/ Submission
Drinking Water	PHE	Yes/No ✓	Proposed under B2V + B2V2
Housing	RDD	Yes/No ✓	Proposed under B2V + B2V2
Non-Availability of Ambulance & Dispensary	Health	Yes/No ✓	Proposed under B2V2

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G) PLANNING, EXECUTION AND TRAININGS.

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GDP):

- i. Whether the GDP 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 GDP for 2019-20 are under implementation: Yes/No

- iii. Whether Panchayat-wise disaggregation of the resources earmarked for 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 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: _____

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

If no, the visiting officer to ensure that the meeting schedule is framed in time 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 ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
1	RDD + Rd B	VLW Road Supervisor	1	RDD + Rd B	VLW Food Supervisor
2	Revenue	Chowkidar	2	Revenue	Chowkidar

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Horticulture	HTG Fourth Junior	3	Horticulture	HTG Fourth Junior
4	Agriculture	Agriculture Ext. officer	4	Agriculture	Agriculture Ext. officer
5	I.C.D.S	ANWS	5	I.C.D.S	ANWS
6	Health	ASHAs	6	Health	ASHAs
7	P.D.D	Lineman	7	P.D.D	Lineman
8	PHE / Irrigation	Works - Supervisor / Embankment guard / Irrig.	8	PHE / Irrigation	Works - Supervisor / Embankment guard / Irrig.

If no, reason thereof: _____

vii. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting: Yes/No
If no, Reason thereof: _____

viii. Whether the GPDP Plans are being approved by the Gram Sabha: Yes/No
If no, reason thereof: _____

ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No
If no, reason thereof: Internet not available

(VLW to demonstrate the reports to the Visiting Officer)

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Meeting Date ()	
Department	Designation
P.D.D	VLW
R & B	Road Supervisor
Revenue	Chaukidar

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- Whether the critical gaps identified in the Panchayat during Mission Ambedkar Survey, 2019 are being bridged while preparing GPDP plan for 2020-21 Year?
- 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: Schedule for Social Audit not
- ii. Is the Social Audit Committee framed in B2V1 conducting social audit: Yes/No
- iii. Whether the issues raised during the audit are being redressed by the department concerned: Yes/No
- If no, reason thereof: Audit not conducted

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
5	Kohernag	Skill Development	3 days

- 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/Satisfaction/Good/Excellent
- (Visiting officer to read out the schemes from the pamphlet available)

(1) INDIVIDUAL BEN

Visiting Officer

Schemes/Services

Scholarship for SC/ST/BC students

Scholarship for Merit students

Pension - Old Age

Pension - Widow

Pension - Disability

PM Kisan Nchi

Ayushman Bharat

PM Jeevan Jyoti Emu Yojana

PM Suraksha Bima Yojana

PM Awas Yojana - Gramin

State Marga Assistance Scheme

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W) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

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	290	0		
Scholarship for Minority students	290	0		
Pension - Old Age	89	36	Approved but pending for disbursement	
Pension - Widow	26	25	-do-	
Pension - Disability	12	08	-do-	
PM Kisan Nidhi	101	0	Nil	Nil
Ayushman Bharat	298	34	Slow disbursement process	Nil
PM Jeevan Jyoti Bima Yojana	68	0	Nil	
PM Suraksha Bima Yojana	30	0	-	
PM Awas Yojana - Gramin	3	138	Unavailability of funds	
State Marriage Assistance Scheme	15	0	Slow processing	

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* Visiting officer to disclose the list of infrastructure knowledges, which need more connections. He/she to also collect any applications and histories of these headquarter

1) DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi
- Major sources of irrigation: Canal/Khuli/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Other (please specify)
- 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/Ponds/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: Renovation of Spring
- 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:

Making canals

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx 40 %age)
- Are adequate HYV seeds available to the farmers: Yes/No
- If no, reasons thereof: _____

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Fresh applications submitted to visiting officer (Nos.)

2

Nil

Nil

beneficiaries who are collect any applications

demands:

Fresh demands/applications submitted (Nos.)

10

Look VA X new fresh
63 kVA to 100 kVA &
Poles - 100 No.
Barbed wire
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3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without Kissan Credit Card 0 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019
0 Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far
0 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 Lengthy & time consuming process
- v. Suggestions for improving the process of availing loan under KCC

It should be made available at every Panchayat level (present at 2nd)

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:
There is no surplus production in the GP
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:
Establishment of Godown at Panchayat level

6. INCREASING LIVESTOCK PRODUCTION

- A. Awareness level of farmers about various schemes of Animal Health Deptt. Govt. of India
 Department, Poul. Subsector Good/Excellent
- B. Status of household/farmers engaged with Animal Health Deptt. Govt. of India
 those interested to sell no more units

S. No.	Sector	Yes or No/Engaged	Yes or No/Engaged
1	Backyard Poultry	Nil	30
2	Dairy units	Nil	05
3	Sheep Units	Nil	20
4	Fish Ponds	Nil	No

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- iii. Suggestions for encouraging more households/farmers to set-up new units
awareness camps to be held on
monthly basis at Panchayat level
7. List 5 suggestions in order of priority which can help in increasing income of farmers/rural households:

1. Establishment of Cattle & Sheep units
2. Establishment of handicraft centres
3. HYV seeds to increase agricultural produce
4. Skill development of labourers
5. Pisciculture & Apiculture

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: 160

- 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 |

- iii. Any other _____
- iv. Number of FIRs registered _____
- v. Are people present _____
- vi. Is copy of FIR given _____
- vii. Are people satisfied _____
- viii. Any suggestions _____
involved
- ix. Public perception:
- a. Are departmental staff _____
- b. Are departmental staff _____
- x. Average time taken to process complaints by the department _____

Department	Average time taken to process complaints by the department
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

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units
ld on
at level
sing income of

p units
Centre
tharal produce
bourses

the Panchayat, Yes/No
adhaar card: 160
at the ration shops.

Yes/No
Yes/No
Yes/No
Yes/No
Yes/No
Yes/No
Yes/No

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- h) Any other No
- 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: Panchayat should be involved in the redressal of complaints
- iv. Public perception
- a. Are departmental staff available: Poor/Good/Very Good/Excellent
- b. Are departmental staff responsive: Poor/Good/Very Good/Excellent
- v. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries.

Department	Average time taken	Remarks/details, if any
Revenue	- Within 1 month - More than 1 month ✓ - Never	Takes lot of time for processing
Social welfare	- Within 1 month - More than 1 month ✓ - Never	Lengthy processing
Police Station	- Within 1 month ✓ - More than 1 month - Never	Panchayat to be involved for redressal of complaints
PHE	- Within 1 month ✓ - More than 1 month - Never	Pipelines required for laying

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Admission

PDD	• Within 1 month • More than 1 month ✓ • Never	Dire need of X-mens, poles, barbed wire
Any other R & B	• Within 1 month • More than 1 month ✓ • Never	Widening of links Construction of roads required

- vi. Any specific observation or complaint regarding any particular department?
There has been no progress in matters mentioned during B2V1

K) OTHERS:

- OTHERS:
- i. Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No
- Sanitation and Disposal plan is ready: Yes/No

- ii. Whether Panchayat Plastic Collection and Disposal plan is ready. Yes/No

- (Visiting officer to collect a copy of the Plan)

- iii. Number of children in the age group of 4-14 years in the Panchayat: 35

- iv. Number of children in the age group of 4-14 years enrolled in the school 350

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

- vi. Whether RDD has provided Sanitary Napkin Vending Machines in any of the Schools: Yes/No/Not applicable

- ✓ If yes, details of schools:

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

- ✓ If yes, whether the machine is ☐ Yes ☐ No
- vii. Whether RDD has provided Sanitary Napkin Incinerator in the ☐ Yes ☒ No ☐ Not applicable

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

L) GENERAL ASSESSMENT OF THE VISITING OFFICER

I Urgent public requirements in order of priority (Max. 10)

1. Ambulance / Dispensary
2. Shifting of HT line from School premises (GMS)
3. Improvement of HT/LT NW (OT Clocks) 2ND
4. Water supply Scheme (Cheswad to Khushi)
5. Aganwari Centres at Bhlipora, Khushi, Khadi Mahalla, Gundpora, Mukhdampora
6. Housing facilities under PMAY
7. Construction of flood channel (Khushi to Vailob) & Rejuvenation of Diggins
8. Dumping Sites at fort land
9. Establishment of Panchayat Ghar

II Any major complaint brought to notice of the Visiting Officer:

None of the Department has sanctioned/started/installed any sort of work mentioned in B2V phase 1 except R.R. for one work.

There is apprehension of loss human lives due to negligence of PDD (deteriorated HT/LT NW)

The HT NW in premises of School (GMS) to be shifted

Apprehension of loss of human lives due to unhygienic drinking water (PHL)

The food items distributed by Aganwari Centres are either expired or about to expire

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People being poor in GP need to be registered under Antodaya & BPL schemes (CAPD & P.S. 11.11.17) The physically disabled people to be benefitted under Concerned Schemes.

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III Overall perception of functioning of the government:

- The overall functioning of govt. is Satisfactory.
- There has been no progress in the departmental works mentioned during B2V1
 - There has been non-redressal of complaints by deptt.

IV Overall assessment of visit and suggestions:

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

As the Socio-economic condition of the GP is not so good, the govt. should thrust the concerned Deptt. (mentioned in B2V1 + B2V2) to provide benefits & schemes for the uplift of the people.

* The major Departments should be directed to the GP & get the needful done.

Signature of the visiting officer

Name Ishrat Jabeen
(AE, PDD)

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