



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Anjyam



Government of Jammu & Kashmir

iv. 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 ✓	
Computer/printer	Yes/No ✓	Yes/No ✓	
Telephone facility	Yes/No ✓	Yes/No ✓	

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: _____

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

iii. Whether the Karmal 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 only Panchayat Secretary has digital

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

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	
Patwar	Revenue	Yes	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other		Yes/No	

al (MCD)

er Panchayat/S

g Mid day meal in the

it being the

reason thereof

Account

of Admural/other

of on

of funds not available

ther the Panchayat/Sarpanch is providing a

ing meal to the school

reason thereof

Account not spent in name of Admural/other

mention if it is being provided by someone else

ally onwards not provided from

ether the record on account of purchase of MCD items and testisment
books is being maintained at the Panchayat Yes/No

stating Officer to check the register and verify the signatures of the
Sarpanch on the same)

GA

Whether MCD/REGA Plan 2019-20 has been approved Yes/No

If yes,

✓ Funds allocated to the Panchayat Rs. 53,00,000

✓ No. of works approved: 26

✓ No. of works started: Nil

✓ No. of works completed: Nil

✓ No. of Job Card holders in the Panchayat: 303

✓ No. of man days generated: 3131 (last year)

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

Whether approved by the Gram Sabha Yes/No

reason thereof funds not available

Whether Action Plan has been approved by the DDC Yes/No ✓

If no, reason thereof: _____

Whether the works have been started? Yes/No

No. of works started 01 No 15.26 % to total,

If no, reason thereof: _____

Who is issuing work order for works being executed under 14th FC, 1996 one): _____

1) Sarpanch

()

2) BDO

(2)

3) Others (specify): _____

Integrated Child Development Scheme (ICDS):

a. Is the Panchayat/Sarpanch purchasing nutrition items at Panchayat level? Yes/No
use in the Anganwadi Centres of the Panchayat Yes/No

If no, reason thereof: _____

Menu chart and Receipts

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

from purchasing committee

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

If no, reason thereof: _____

Menu chart and Receipts

c. Is the Panchayat/Sarpanch paying honorarium to AMW/Helpers directly at Panchayat level? Yes/No

If no, reason thereof: _____

Honorarium released to
through supervisor / Administrative

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)

v. Bank Account opening and receipt of funds:

Name of the Scheme	Savings Bank account opened	Official signature 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	<i>Panchayat Secy</i>	Yes/No	19/18/41	Yes/No
ICDS (Nutrition)	Yes/No	<i>Admnstrtr</i>	Yes/No	29700	Yes/No
ICDS (Honorarium)	Yes/No	<i>Admnstrtr</i>	Yes/No	Nil	Yes/No
Mid Day Meals (MDM)	Yes/No	<i>Admnstrtr</i>	Yes/No		Yes/No
Own resources of Panchayat	Yes/No		Yes/No		Yes/No
Any other Scheme, if yes, indicate name	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 near future 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 12 (Nil to total)

b) Is the Panchayat facing any beneficiaries/any other schemes.

Execution of works identification of

✓ 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: _____

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 land not available here

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) March 2020 likely to be completed by
ending March 2020

(2) _____

(3) _____ ✓

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

If yes, amount released: Rs. 2.36 lakh. ✓

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

Likely date of completion ending March 2020
(date)

Sector/Department	Name of work sanctioned/taken	Whether completed (yes/no)	Remarks:
	RDD Construction of canal in village of Bhadra Bhadra		

v Whether any improvement in attendance of following Government functionaries has been noticed after BZV1:

- 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) JE/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:

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

Any department whose officers/officials has not visited the Panchayat even once since BZV1: ☒

Any department which has organized any event or camp or tour of senior officer in the Panchayat since BZV1: ☒

Areas of major complaints brought to notice:

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
		Yes/No	
		Yes/No	
		Yes/No	

viii. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
		Yes/No	
		Yes/No	
		Yes/No	
		Yes/No	
		Yes/No	

GRAM PANCHAYAT DEVELOPMENT PLAN (GPDP)

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

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

Whether Gram Panchayat was disappreciation of the resources earmarked for the schemes for 2020-21 has been done by the Sarbajit Officers. Yes/No

If no, reason thereof The disappreciation is done in March

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

If no, the officer should get it installed and confirm. Yes - all schemes for 2020-21 are displayed in the office

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 regular presence and confirm.

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 (11.11.19)		2 nd Meeting Date (19.11.19)	
S. No.	Department Designation	S. No.	Department Designation
1	R D D Secretary P.Y. hrs	1	R D D Secretary P.Y. hrs
2	R & B J E	2	R & B J E

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

2. SOCIAL AUDIT:

- (i) Whether the details with regard to the schemes being implemented by the Gram 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 framed in B2V1 conducting social audit. Yes/No

- (ii) Whether the issues raised during the audit are being redressed by the department concerned. Yes/No

If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS:

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

If yes, provide details: _____

No of Elected Representatives trained	Place of training	Theme of training	No of days

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

- iii. Whether any exposure visit within JSK/outside has been conducted. Yes/No
If yes, Visiting Officer to record the experiences/views of the elected representatives about the visit: Poor/Satisfactory/Very Good/Excellent.

- iv. Whether any digital literacy training has been conducted for Sarpanches. Yes/No

If yes, quality of training: Poor/Average/Good/Excellent.

- v. Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats:

- a. Elected representatives: Poor/Satisfactory/Good/Excellent
b. General Public: Poor/Satisfactory/Good/Excellent

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

1 st Meeting Date (11/11/2019)		2 nd Meeting Date (11/11/2019)		
Department	Designation	S. No	Department	Designation
1 CDs	A.M.M	1	1 CDs	A.M.M
Animal Husbandry	Veterinary Assistant Surgeon	2	Animal Husbandry	Veterinary Assistant Surgeon
5 Irrigation	Worker Supervisor	3	5 Irrigation	Worker Supervisor
6 Horticulture	Gardener	4	6 Horticulture	Gardener
DDD	DF			
7 Revenue	Patwari	7	7 Revenue	Patwari
8 Social Welfare	Craft Teacher	8	8 Social Welfare	Craft Teacher

If no. reason thereof: _____

- vi. 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: _____

- vii. 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: Non-availability of internet
(MLW to demonstrate the reports to the Visiting Officer)

INDIVIDUAL BENEFICIARY ORIENTED SCHEMES

1. Visiting Officer to fill approximate number of beneficiaries covered and approximate number left out.

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for Minority Students	240	8	1 Halcyon type not available	
Pension - Old Age	17	21	No funds	nil
Pension - Widow	24	2	No funds	nil
Pension - Disability	24	3	No funds	nil
PM Kisan Nidhi	206	10	Account not opened	nil
Ayushman Bharat	109	29	Medical problem	nil
PM Jeevan Jyoti Bama Yojana	nil	nil	nil	nil
PM Suraksha Bima Yojana	05	nil	nil	nil
PM Awas Yojana - Gramin	07	59	non availability of Funds	nil
State Marriage Assistance Scheme	04	1	non availability of Funds	nil

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted by visiting officer (Nos.)
NRE-GA Job Card				
Lasti Beti	23	4	Sanctioning Authority not functioning properly	4
Swachh Bharat Mission- Individual Household Toilets	228	nil	nil	nil
PM Ujjwala Yojana	235	2	X	2
Ujjala	nil	nil	nil	nil
Jamdan Account	42	nil	nil	nil
PM Matri Vandana Yojana	26	2	Could not find ahead of the beneficiary to sign and	2

* 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		
Electricity connection	nil		

ing officer to enclose the list of ~~unhabited~~ households who need such connections. He/she to also collect any applications and handover at district headquarter.

DOUBLING FARMERS INCOME:

IRRIGATION

i. Topography of the Panchayat: Semi Hilly/Hilly/Tamkani ☒

ii. Major sources of irrigation: Canal/Tubewell/Tube well/Pond/Spring/Water harvesting/Tanks/Rainfed/Other (please specify) ☒

iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Not ☒

iv. Are there any un-tapped irrigation sources in the Panchayat: Yes/No ☒

v. If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Pond/Any other water body) (tick as many as needed)

vi. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/No ☒

if yes, please specify: ☒

vii. Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No ☒

viii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: 15

ix. No. of farmers who intend to use drip/sprinkler irrigation: 28

x. Any suggestion to improve irrigation facilities in the Panchayat:

DPR sent to irrigation division for construction of protection bund and allied channels on both sides of Kar Khull

50

2013

LOANING FACILITY AVAILABLE TO THE FARMERS

i. No. of farmers without Kisan Credit Card 113 (2017)

ii. No. of farmers who have availed loan facility through KCC during 2017
207 Nos.

iii. No. of farmers who applied for KCC loan but not processed 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 nil _____

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

Documentation process may be made
easy

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:

opening of new organised mandi for vegetable
growers.

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

Rates should be fixed

VERSIFICATION TO HIGH VALUE CROP/FRUIT:

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	pear	ultra-high density variety	Red skin, Super chief
2	Apricot	-do-	
3	umber	-do-	

INCREASING LIVESTOCK PRODUCTION:

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

2. Status of households/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new units

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	150	20
2	Dairy units	15	2
3	Sheep Units	10	7
4	Fish Ponds	X	X

Suggestions for encouraging more households/farmers to set up PFA units:

Feed and Fodder at subsidised rates
Construction Dairy Co-operative Societies for better
milk and milk products
at 5 suggestions in order of priority which can help in increasing income of
farmers/rural households:

Setting up of Sheep units

Setting up of Dairy units

Setting up of ultra high density Apple trees

Advancement of ^{Bee keeping} ~~pesticide~~ and ~~grain~~ etc

Establishing of one cold store for storage

BASIC GRIEVANCES AND GOOD GOVERNANCE:

Whether Aardhaar card has been provided to all people in the Panchayat: Yes/No ☒

If no, the number of people in the Panchayat yet to get Aardhaar card: 20

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 ☒ |

PDD	• Within 1 month • More than 1 month • Never	
Any other	• Within 1 month • More than 1 month • Never	

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

Lack of communication

K) OTHERS:

- i. Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No ☒

- ii. Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No ☒
(Visiting officer to collect a copy of the Plan)

- iii. Number of children in the age group of 4-14 years in the Panchayat: *432*

- iv. Number of children in the age group of 4-14 years enrolled in the school: *393*

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

- 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

- vii. Whether RDD has provided Sanitary Napkin Incinerator in the above schools: Yes/No/Not applicable

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

h) any other _____

iii. Number of FIRs registered in last 3 months: 1

a) Are people generally satisfied by response of Police to complaints: Yes/No

b) Is copy of FIR given to people: Yes/No ✓

c) Are people satisfied about the overall security situation in Panchayat: Yes/No

d) Any suggestions: _____

iv. Public perception:

a. Are departmental staff available: Poor/Good/Very Good/Excellent ✓

b. Are departmental staff responsive: Poor/Good/Very Good/Excellent ✓

v. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries:

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