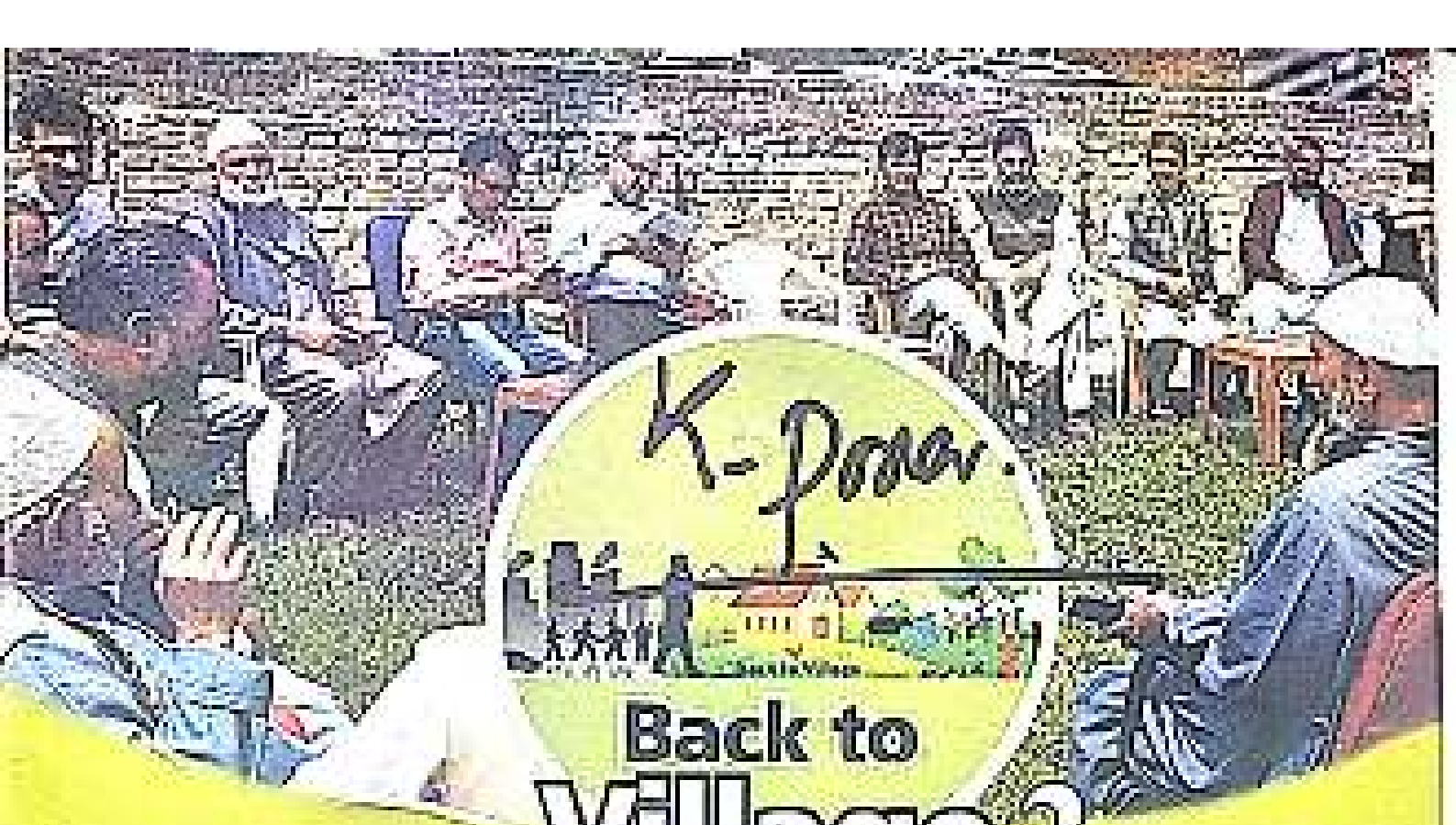




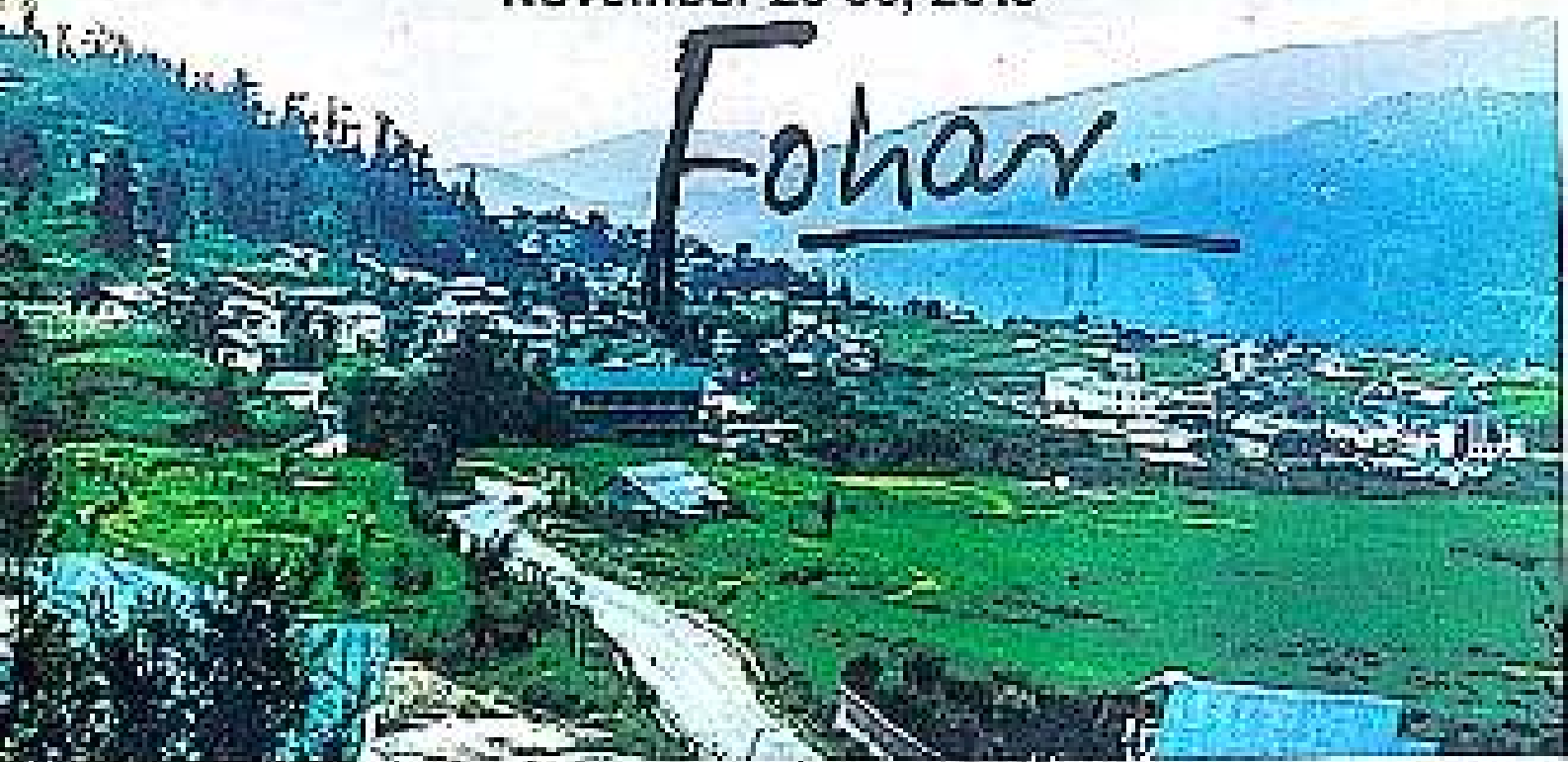
Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Fohar.



Government of Jammu & Kashmir

Jammu and Kashmir New Vision New Horizon



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, fed 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 sweeteners of nature brought home to them the beautiful forces of change; 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 focused 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. Inevitably they will associate Panches/Sapanches. 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 institutionalised, 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.

(Sd/-)
J.G. C. Marmu



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, covers all 4483 Panchayats focussed on energising 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 viable and response so overwhelming and enthusiastic that some officers stayed in their Panchayats beyond the schedule.

Government has already released funds for the Panchayats to address the priority works identified during the first phase of B2V programme.

As B2V envisages equitable development of Panchayats with a sound financial base, it is expedient that the initiative is carried forward to assess the level of empowerment and institutionalization of the Panchayat Raj Institutions (PRIs) at the grassroots level viz-a-viz the impact of various flagship programmes and welfare schemes on the rural populace. The feedback so obtained will help the government to tailor the various central and other government schemes/programmes in improving delivery of village-specific services and making the village life better in terms of improved amenities and facilities. I am confident that B2V programme will evolve into an institutionalized, doorstep governance programme, which will help to deliver speedy and faster services and development.

I fervently appeal to Panchayat representatives as well as people to come forward to project their views before the visiting officers for strengthening the PRIs.

I would urge the Deputy Commissioners to coordinate the visit of officers to various Panchayat Halkas for better outcomes.

I am confident that our officers who will be a part of the B2V programme will work indeligibly 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 inscribed on the office to ensure that all activities and seminars 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 the 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 brochures.
- iii. Before undertaking the visit, officer must familiarise himself with important schemes especially flagship schemes, rural income focused programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backward Policy Scheme, Poshan Scheme etc. He/she must also be familiar with 14th FC, NDM and KDS (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, study the Gram Panchayat Development Plan (GPDP) and also ensure the constitution of various committees including Panchayat Electricity 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 Anusandhan prepared by the District Administration with the Gram Sabha.
- vi. The visiting officer shall disburse 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 inspect at least some of the works carried out during carried out under various schemes like M P EC, MNREGA and other government programmes. In case, there is a big building project in the village, the officer should certainly inspect 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 PM Kisan, Ayushman Bharat and 100% coverage of all beneficiary oriented schemes including pensions and scholarships. He/she should also try to understand how various government programmes can be better used for doubling rural incomes and strengthening rural micro enterprises and village industries.
- viii. The visiting officer shall restrain 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 consensus view emerging from his interactions in the village.
- x. The report of the visiting officer shall be submitted both physically and electronically in the pre-circulated format. The officer should exercise all care and objectivity while 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 B242 booklets and any other information/signatures that may have been handed over to him/her during the visit.

Suggested Activity Schedule for the Visiting Officer

Pre and Post Visit Activities

- Meeting with the Deputy Commissioner for collection of documents and briefing regarding the visit before going to the Panchayat.
- Debriefing meeting with the Deputy Commissioner and submission of one copy of the filed-in booklet and other reports before leaving the district.

Day 1

- Arrive in the Panchayat by 10 AM. (capture picture)
- Attend the Gram Sabha:
 - a. Read out the charter of Fundamental Rights.
 - a. Discuss B2V1 report card, critical gap analysis report and obtain feedback on follow up of B2V1 activities.
 - a. Unveil the GPDP booklet in the Gram Sabha.
 - a. Get the resolution for approval of GPDP and MGNREGA passed in the Gram Sabha.
 - a. Unveil the 14th FC plan booklet in the Gram Sabha.
 - a. Inspect the four pass books- 14th FC, MGN, ICDS, Own Resources.
 - a. Check the purchase record register for MGN and ICDS.
 - a. Distribute the information flyers on Individual Beneficiary Based Schemes.
 - a. Fill up those columns of the B2V2 booklet which require Gram Sabha responses.
 - a. Distribute guidelines of government schemes which can help increase rural incomes e.g. Backyard Poultry, Dairy Entrepreneurship Scheme etc.
 - a. 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.
 - a. Check Panchayat Asset register and Infrastructure register. If the same is not available, the officer will get it prepared.

- Collect copy of Panchayat Annual Collection and Disposal plan.
- Get schedule-wise list of individuals who are conscious of accessing individual beneficiary related schemes but have not applied so far.
- Collect any complaints/grievance that people may have, especially with regard to non-sanctioning of benefits under individual beneficiary related schemes.
- Get list of households without piped water/electricity connection.

Day 1 Afternoon:

- Visit local schools, health institutions, AWGs, government offices, banks, water bodies, tubewell, electric station, important private enterprises.
- Visit other villages in the Panchayat.
- Evening: Informal interaction with PR representatives, meeting government functionaries and prominent citizens to discuss and deliberate upon the core problems/issues being faced by the blocks of the Gram Panchayat and ways to increase rural income and energize village/area industries.
- Capture meeting information: close by 8.00 P.M.

Day 2:

- Capture meeting plan at 7 A.M.
- Formal meeting with the Panchayat members:
 - Get various subjects/portfolios assigned to the members by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - Inspect the Khasra register and make the Panchayat members aware about the requirement of monthly meetings as per the Act.
 - Check the digital signatures of Sarpanch/Panchayat Secretary/Administrator.
 - Assess the functionality of Panchayats and discuss the difficulties being faced by the Panchayat in carrying out its functions and development works.
- Formal interaction with:
 - Frontline government functionaries (Dadar/Tashtech/Power/Anganwadi Workers/V.S.Ms/A.K.Ms/V.L.Ws/P.S. Sarpanch/panchayat members or PHE PDD, PWD, Agriculture, Animal Sheds, Horticulture etc.)
 - Social activists/NGOs.
 - Prominent citizens/retired teachers/Govt. employees/ex-sarpanch etc.

02/01/2018/02/2018

Day 2 Activities:

- Visit the Pandharpur Gram EDC office and check for fund disbursement.
- Install board of land identified for Pandharpur Ghar.
- Launch Swachh Program Community for completed PRAY houses.
- Inaugurate the previous B2V work and lay foundation stone for a new one.
- Inspect B2V/14th PG wardal angulishing workshop developmental projects taken up.
- Inaugurate the playground; lay the foundation stone for CSC, start and sports event.
- Inaugurate lay foundation stone of any other works which are available.

Back to Village 2 (B2V2) - Report

(Formal to be filled up by the Reporting Officer during his/her one day visit to the Police Station)

A) DETAILS OF REPORTING OFFICER:

1. Name: Dr. Jyoti Ashok Wani
2. Designation: Medical Officer
3. Department/Place of posting: Indian System of Medicine for All
4. Mobile No: 9906564286
5. Email id: jwani2012@gmail.com
6. Home District: Aurangabad
7. Date of visit: 28/05/2019 to 30/05/2019, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- | | |
|---|-----------------------|
| 1. Name of the Panchayat: | PAULI, F&H, A.P. |
| 2. Local Government Block (LGB) code of the Panchayat
(To be selected from Rural Development Department by DG) | 242646 |
| 3. Name of CD Block: | KALAHATI, A.P. & D.A. |
| 4. Name of Taluk: | MATTARA |
| 5. Name of District: | ANURADHAPURAM |

C) PANCHAYAT PROFILE:

- | | |
|--|-------------------|
| i. No. of revenue villages in the Panchayat: | Followed ORIGINAL |
| ii. No. of hamlets in the Panchayat: | 7 (Seven). |
| iii. No. of households in the Panchayat: | 450 |
| iv. Population (approx.) of the Panchayat: | 2820 |

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

S. No.	Department	Designation of the officer/official
1	Roads	Road Guard
2	Revenue	Patwari
3	Horticulture	Class IV
4	ICDS	Worker
5	Floriculture	Contractor
6	Animal Husbandry/ Sheep Husbandry	Live stock assistant Sheep assistant
7	Fisheries	Supervisor
8	Education	Teacher
9.	Janak Bank	Assistant Bank Officer -
10	Social Welfare	TSW Officer

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghen is available in the Panchayat. Yes/No/under construction (If not, how far from the Panchayat office?)
If yes, whether functioning in Own building/Other government building/Private building
If no, whether land is available for construction of the Panchayat Ghen: Yes/No
- Whether the BDC office has been established (in case the office does not have Panchayat): Yes/No/Not applicable

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

b. 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	

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

x 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 further presence and confirm: _____

2. FUNCTIONALITY:

i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No[✓]

Date of last meeting held: 21-11-2019

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

Date of last meeting held: 27-11-2019

iii. Whether the Khasra register is being maintained by the Panchayat Secretary: Yes/No[✓]

(Officer to inspect the register)

iv. Whether the Suspende/Administrator/Panchayat Secretary have digital signatures: Yes/No[✓]

v. Bank Account opening and receipt of funds

Name of the Scheme	Separate bank account opened	Official stamp/initials other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakhs)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No ✓	VLW ✓	Yes/No ✓	52,65,563	Yes/No ✓
ICDS (Nutrition)	Yes/No	Sufi ✓	Yes/No	Nil	Yes/No ✓
ICDS (Honorarium)	Yes/No	Sufi ✓	Yes/No	Nil	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	VLW ✓	Yes/No ✓	Nil	Yes/No
Own resources of Panchayat	Yes/No ✓	VLW ✓	Yes/No ✓	6,62,241	Yes/No ✓
Any other Scheme, if yes, indicate name	Nil	Nil	Nil	Nil	Nil

(Funds not received)

(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: _____

vi. 14th Finance Commission Award:

- Whether 4 year Action Plan 2016-20 has been prepared: Yes/No ✓
- Whether the detailed estimates for all works have been prepared: Yes/No ✓
- No. of works for which estimates have been prepared: 8 No. 61.5% (in total)

d. Whether Action Plan has been approved by the DDC: Yes/No (has been approved)
If no, reason thereof: _____

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

No. of works started: 51 No. (61.5 % 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): _____

vi. 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: Not Availability of Funds (NAF)

Also mention if it is being purchased by someone else: _____

DEPARTMENT OF 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 AWW/helpers directly at Panchayat level: Yes/No

If no, reason thereof: NAF

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

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

ix. Mid Day Meal (MDM) Scheme:

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

If no, reason thereof: Non-availability of funds.

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

If no, reason thereof: _____

Also mention if it is being provided by someone else. EDUCATION Dept.

- c. Whether the record or account of purchase of MDM (date and expenditure in rupees) is being maintained at the Panchayat: Yes/No

(Working 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 released to the Panchayat: Rs 8 lakh

✓ No. of works approved: 4

✓ No. of works started: 4

✓ No. of works completed: 4

✓ No. of Job Card holders in the Panchayat: 8

✓ No. of man days generated: 4

- ai. 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: _____

- xi. Whether subjects have been assigned by the Sarpanch to the Panch: Yes/No
 If no, whether subjects have been assigned in presence of the visiting officer: Yes/No
- xii. 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
EDD	RDD	Yes/No	Co-Ordination with S.D.O. H.H.
VLV	RDD	Yes/No	- do -
JE	RDD	Yes/No	- do -
CDPO	Social Welfare	Yes/No	-
TSWO	Social Welfare	Yes/No	-
Anganwadi Supervisor	Social Welfare	Yes/No	- do -
Headmaster/Principal/ZEO	School Education	Yes/No	- do -
IC: MDM	School Education	Yes/No	-
BMO	Health	Yes/No	-
Tehsildar/Naib-Tehsildar	Revenue		
Patwar	Revenue	Yes/No	-
Agriculture Extension Official	Agriculture	Yes/No	-
Horticulture Extension Official	Horticulture	Yes/No	-
Village functionaries		Yes/No	
Any other			

b) Is the Panchayat facing any difficulty in execution of works, construction of beneficiary 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 conditions 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/data of beneficiaries: Yes/No

✓ Any other difficulty, give details: _____

1) FOLLOW UP OF BACK TO VILLAGE-1 (B2V1):

1. 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)

2. Whether any other works started during Back to Village-1 have been completed: Yes/No (Started but not Completed)

If not, list of such works and date by which they are likely to be completed:

(1) _____

(2) _____

(3) _____

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

If yes, amount released: Rs. 3265057 (1464 FC).

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

Likely date of completion: July 2024 (date)

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

Section/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks:
RDS.	Pusha Park	Yes	but not inaugurated
RDS.	Link road of Govt middle school	No	
RDS	Fencing of high school	No	

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

a) Doctors/Paramedical staff	(Yes/No)
b) Teachers/BET Teachers	(Yes/No)
c) Anganwadi Workers/Helpers	(Yes/No)
d) RDO staff	(Yes/No)
e) J.B. & 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: Nil

Any department whose officers/officials has not visited the Panchayat since BZV-1: Nil

Any department which has organized any event or camp or tour of senior officers in the Panchayat since BZV-1: Nil

vi. Areas of major complaints brought to notice:

Major area of complaint made during BZVI	Department	Resolution of Complaint	Remarks
Power Infra-STRUCTURE (LTC poles should be replaced)	POD	Yes/No	Funds not sufficient for this.
IRIGATION CANAL (gutter) [irrigation not demonstrated & not functional from Government side]	POD	Yes/No	System LAB (irrigation canal) needs urgent attention & big grant for this.
Flood Related Problems especially Availability	POD	Yes/No	To save life & property & residents as well as crop.

vii. Major problems confronting the people:

Major problem highlighted during BZVI	Department	Resolution of problem	Remarks
Lack of Sub-Center (Health)	Health	Yes/No	Sub Center is need of hour.
LTC Poles should be replaced in both villages of Panchayat	POD	Yes/No	Need to be up dated/supplied.
Flood related problem especially Availability (especially from Govt & Agr. Land & risk).	Flood Control	Yes/No	To save life & property & some marshland (land not to be used for Agr. Land & P. P. should be avoided) & Urgent attention for August.
PLAY Ground		Yes/No	
Lack of Revenue Generating Industrial Units	Handicraft & Handloom	Yes/No	To create emp. & provide good income to small industrial units & provide some facilities.

G) PLANNING, EXECUTION AND TRAINING:

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 thereat: _____

- II. Whether the schemes and policies 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 District Officers: Yes/No

If no, reason thereat: _____

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

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

- X 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: _____

- X 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: [Details of meeting held on (24.12.2017 & 27.12.2017)]

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
1	Revenue	Patwari	1	Revenue	Patwari
2	Rural B.	Rural Group	2	Rural B.	Rural Group

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Healthcare	Class IV	3	Healthcare	2nd meeting
4	ICDS	working	4	ICDS	working
5	Agriculture	Coordinator	5	Agriculture	Coordinator
6	Animal husbandry	Live stock assistant	6	Animal husbandry	Live stock assistant
7	Police	Superintendent	7		
8	Education	Teacher	8	Education	Teacher
9					

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: _____

- viii. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No (INTERNET BASED)

If no, reason thereof: _____

➔ (M. P. to demonstrate the reports to the Wayeg O'Coof)

4. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being incorporated in preparing GDP 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 work: Yes/No *Quarterly*

If no, reason thereof: _____

- ii. Is the Social Audit Committee formed in 2011 conducting social audit: Yes/No *Yes*

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

If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS:

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

If yes, provide details:

No of Elected Representatives trained	Place of training	Theme of training	No of days
1.	Panch. office	Introduction to departmental <i>Commonwealth</i>	2-4.

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

- iii. Whether any exposure visit within J&K/Outside has been conducted: Yes/No *Yes*

If yes, Visiting Officer to record the experience/ views of the elected representatives about the visit: Poor/Satisfactory/Very Good/Excellent

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

Type, quality of training: Poor/Very poor/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 *Excellent*

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

(Visiting officer to record the awareness from the pamphlet provided)

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	345	Nil	-	Nil
✓ Land Bell	18	34		Nil
Swachh Bharat Mission- Individual Households Toilets	220	1191	Family not available Incomplete documents	-
PM Ujjwala Yojana	1367			
Ujda	839			
Jandhan Account	1367	Nil	-	Nil
✓ PM Matsy Mandana Yojana	29	25	Address not linked to AOT No. sufficient	Nil

to check
original
documents
of families
may have
provided
with
bank
statements

* The visiting officer to analyse 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 headquarters.

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	84, from 2x		
Electricity connection			

- Working officer to include the list of individuals/families who need food rations. He/she is also collect any suggestions and feedback of the local population.

II. DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: South Hilly, flat land
- Major sources of irrigation: Canal, tube well, Forest Springs, Water harvesting, Tank, Rainfed, Others (please specify):
- Status of adequacy of irrigation facility in the Panchayat: Satisfactory
- Are there any untapped irrigation sources in the Panchayat: Yes/No
 - If yes, please specify (Canal, Ground Water, Stream, Lake, Spring, Forest, Any other water body: _____ (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 (None)
- Any suggestions to improve irrigation facilities in the Panchayat:
Construction of irrigation Canal (canal) by utilizing rich banyan, engraving
deep pond, rainfed, and lower depth than canal for providing it for irrigation
for a small extension of 100'.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (approx. 20 %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 Kisan Credit Card 60 (Nos.)

ii. No. of farmers who have availed loan facility through KCC during 2019
20 Nos.

iii. No. of farmers who applied for KCC Loan but not provided so far
20 Nos.

iv. Problems being faced by farmers in availing KCC loan (tick whichever relevant):

a) Difficult processes and procedures ☒

b) Delay by concerned Deptt. ☒

c) Delay by bank concerned ☒

d) Any other problem, please specify: _____

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

- Procedures must be made easy, subsidy should be given

4. MARKETING INTERVENTIONS:

i. How is agricultural/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 the better marketing:

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

Marketing branches must be opened at cluster level

Awareness about proper marketing benefits must be given.

25 Crop insurance awareness must be given to farmers.

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5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

1. Is there any scope/potential for diversification towards high value crop/fruit 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)

6. 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	Nil	Nil
2	Cowry units	Nil	Nil
3	Sheep units	Nil	Nil
4	Fish Ponds	5	Nil

6. Suggestions for encouraging more households/businesses to set-up new units

Give publicity about poultry business and dairy units
to girls by using social media, radio.

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

1. Poultry farm/dairy/ sheep units may be given preference.
2. Awareness regarding high yielding crops and their price market.
3. Youth can be used as tourist guide after proper training about tourist places.
4. Handicraft/ Handloom may be started as household units.
5. NREGS job cards may be issued to the youth of village.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

i. Whether Aadhar card has been provided to all people in the Panchayat: Yes/No

If no, the number of people in the Panchayat yet to get Aadhar card: _____

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 |

b) any other: _____

g. Number of FIRs registered in last 3 months: Nil

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

h) 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	• 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	
Any other	☐ Within 1 month ☒ More than 1 month ☐ Never	

v. Any specific observation or complaint regarding any particular department:

K) OTHERS:

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

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

(Working officer to select a copy of the Plan)

iii. Number of children in the age group of 4-14 years in the Panchayat: 4201

iv. Number of children in the age group of 4-14 years enrolled in the schools: 424

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

vi. Whether RED 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

vii. Whether RED has provided Sanitary Napkin Indicator in the above Schools: Yes/No/Not applicable

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

1) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Urgent public requirements in order of priority (Annex 07):
1.	Health - sub. Center.
2.	Infrastructure in the form of LT, HT, Poles, wires, transformers, etc (POD). (Provision must be given as/requirement of manually)
3.	Irrigation Canal (Gan-Lao) needs urgent Demarcation and must be freed from encroachments, then only water for Construction should start.
4.	Flood Proof Concrete bund must be constructed in village assigned to save life and property of residents and to protect Agriculture Land (Residents of nearby may be aware)
5.	Fencing of Govt. middle school assigned and started from 1st 2nd 3rd 4th 5th 6th 7th 8th 9th 10th 11th 12th 13th 14th 15th 16th 17th 18th 19th 20th 21st 22nd 23rd 24th 25th 26th 27th 28th 29th 30th 31st 32nd 33rd 34th 35th 36th 37th 38th 39th 40th 41st 42nd 43rd 44th 45th 46th 47th 48th 49th 50th 51st 52nd 53rd 54th 55th 56th 57th 58th 59th 60th 61st 62nd 63rd 64th 65th 66th 67th 68th 69th 70th 71st 72nd 73rd 74th 75th 76th 77th 78th 79th 80th 81st 82nd 83rd 84th 85th 86th 87th 88th 89th 90th 91st 92nd 93rd 94th 95th 96th 97th 98th 99th 100th 101st 102nd 103rd 104th 105th 106th 107th 108th 109th 110th 111th 112th 113th 114th 115th 116th 117th 118th 119th 120th 121st 122nd 123rd 124th 125th 126th 127th 128th 129th 130th 131st 132nd 133rd 134th 135th 136th 137th 138th 139th 140th 141st 142nd 143rd 144th 145th 146th 147th 148th 149th 150th 151st 152nd 153rd 154th 155th 156th 157th 158th 159th 160th 161st 162nd 163rd 164th 165th 166th 167th 168th 169th 170th 171st 172nd 173rd 174th 175th 176th 177th 178th 179th 180th 181st 182nd 183rd 184th 185th 186th 187th 188th 189th 190th 191st 192nd 193rd 194th 195th 196th 197th 198th 199th 200th 201st 202nd 203rd 204th 205th 206th 207th 208th 209th 210th 211th 212th 213th 214th 215th 216th 217th 218th 219th 220th 221st 222nd 223rd 224th 225th 226th 227th 228th 229th 230th 231st 232nd 233rd 234th 235th 236th 237th 238th 239th 240th 241st 242nd 243rd 244th 245th 246th 247th 248th 249th 250th 251st 252nd 253rd 254th 255th 256th 257th 258th 259th 260th 261st 262nd 263rd 264th 265th 266th 267th 268th 269th 270th 271st 272nd 273rd 274th 275th 276th 277th 278th 279th 280th 281st 282nd 283rd 284th 285th 286th 287th 288th 289th 290th 291st 292nd 293rd 294th 295th 296th 297th 298th 299th 300th 301st 302nd 303rd 304th 305th 306th 307th 308th 309th 310th 311th 312th 313th 314th 315th 316th 317th 318th 319th 320th 321st 322nd 323rd 324th 325th 326th 327th 328th 329th 330th 331st 332nd 333rd 334th 335th 336th 337th 338th 339th 340th 341st 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674th 675th 676th 677th 678th 679th 680th 681st 682nd 683rd 684th 685th 686th 687th 688th 689th 690th 691st 692nd 693rd 694th 695th 696th 697th 698th 699th 700th 701st 702nd 703rd 704th 705th 706th 707th 708th 709th 710th 711th 712th 713th 714th 715th 716th 717th 718th 719th 720th 721st 722nd 723rd 724th 725th 726th 727th 728th 729th 730th 731st 732nd 733rd 734th 735th 736th 737th 738th 739th 740th 741st 742nd 743rd 744th 745th 746th 747th 748th 749th 750th 751st 752nd 753rd 754th 755th 756th 757th 758th 759th 760th 761st 762nd 763rd 764th 765th 766th 767th 768th 769th 770th 771st 772nd 773rd 774th 775th 776th 777th 778th 779th 780th 781st 782nd 783rd 784th 785th 786th 787th 788th 789th 790th 791st 792nd 793rd 794th 795th 796th 797th 798th 799th 800th 801st 802nd 803rd 804th 805th 806th 807th 808th 809th 810th 811th 812th 813th 814th 815th 816th 817th 818th 819th 820th 821st 822nd 823rd 824th 825th 826th 827th 828th 829th 830th 831st 832nd 833rd 834th 835th 836th 837th 838th 839th 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1005th 1006th 1007th 1008th 1009th 1010th 1011th 1012th 1013th 1014th 1015th 1016th 1017th 1018th 1019th 1020th 1021st 1022nd 1023rd 1024th 1025th 1026th 1027th 1028th 1029th 1030th 1031st 1032nd 1033rd 1034th 1035th 1036th 1037th 1038th 1039th 1040th 1041st 1042nd 1043rd 1044th 1045th 1046th 1047th 1048th 1049th 1050th 1051st 1052nd 1053rd 1054th 1055th 1056th 1057th 1058th 1059th 1060th 1061st 1062nd 1063rd 1064th 1065th 1066th 1067th 1068th 1069th 1070th 1071st 1072nd 1073rd 1074th 1075th 1076th 1077th 1078th 1079th 1080th 1081st 1082nd 1083rd 1084th 1085th 1086th 1087th 1088th 1089th 1090th 1091st 1092nd 1093rd 1094th 1095th 1096th 1097th 1098th 1099th 1100th 1101st 1102nd 1103rd 1104th 1105th 1106th 1107th 1108th 1109th 1110th 1111th 1112th 1113th 1114th 1115th 1116th 1117th 1118th 1119th 1120th 1121st 1122nd 1123rd 1124th 1125th 1126th 1127th 1128th 1129th 1130th 1131st 1132nd 1133rd 1134th 1135th 1136th 1137th 1138th 1139th 1140th 1141st 1142nd 1143rd 1144th 1145th 1146th 1147th 1148th 1149th 1150th 1151st 1152nd 1153rd 1154th 1155th 1156th 1157th 1158th 1159th 1160th 1161st 1162nd 1163rd 1164th 1165th 1166th 1167th 1168th 1169th 1170th 1171st 1172nd 1173rd 1174th 1175th 1176th 1177th 1178th 1179th 1180th 1181st 1182nd 1183rd 1184th 1185th 1186th 1187th 1188th 1189th 1190th 1191st 1192nd 1193rd 1194th 1195th 1196th 1197th 1198th 1199th 1200th 1201st 1202nd 1203rd 1204th 1205th 1206th 1207th 1208th 1209th 1210th 1211th 1212th 1213th 1214th 1215th 1216th 1217th 1218th 1219th 1220th 1221st 1222nd 1223rd 1224th 1225th 1226th 1227th 1228th 1229th 1230th 1231st 1232nd 1233rd 1234th 1235th 1236th 1237th 1238th 1239th 1240th 1241st 1242nd 1243rd 1244th 1245th 1246th 1247th 1248th 1249th 1250th 1251st 1252nd 1253rd 1254th 1255th 1256th 1257th 1258th 1259th 1260th 1261st 1262nd 1263rd 1264th 1265th 1266th 1267th 1268th 1269th 1270th 1271st 1272nd 1273rd 1274th 1275th 1276th 1277th 1278th 1279th 1280th 1281st 1282nd 1283rd 1284th 1285th 1286th 1287th 1288th 1289th 1290th 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1863rd 1864th 1865th 1866th 1867th 1868th 1869th 1870th 1871st 1872nd 1873rd 1874th 1875th 1876th 1877th 1878th 1879th 1880th 1881st 1882nd 1883rd 1884th 1885th 1886th 1887th 1888th 1889th 1890th 1891st 1892nd 1893rd 1894th 1895th 1896th 1897th 1898th 1899th 1900th 1901st 1902nd 1903rd 1904th 1905th 1906th 1907th 1908th 1909th 1910th 1911st 1912nd 1913th 1914th 1915th 1916th 1917th 1918th 1919th 1920th 1921st 1922nd 1923rd 1924th 1925th 1926th 1927th 1928th 1929th 1930th 1931st 1932nd 1933rd 1934th 1935th 1936th 1937th 1938th 1939th 1940th 1941st 1942nd 1943rd 1944th 1945th 1946th 1947th 1948th 1949th 1950th 1951st 1952nd 1953rd 1954th 1955th 1956th 1957th 1958th 1959th 1960th 1961st 1962nd 1963rd 1964th 1965th 1966th 1967th 1968th 1969th 1970th 1971st 1972nd 1973rd 1974th 1975th 1976th 1977th 1978th 1979th 1980th 1981st 1982nd 1983rd 1984th 1985th 1986th 1987th 1988th 1989th 1990th 1991st 1992nd 1993rd 1994th 1995th 1996th 1997th 1998th 1999th 2000th 2001st 2002nd 2003rd 2004th 2005th 2006th 2007th 2008th 2009th 2010th 2011st 2012nd 2013th 2014th 2015th 2016th 2017th 2018th 2019th 2020th 2021st 2022nd 2023rd 2024th 2025th 2026th 2027th 2028th 2029th 2030th 2031st 2032nd 2033rd 2034th 2035th 2036th 2037th 2038th 2039th 2040th 2041st 2042nd 2043rd 2044th 2045th 2046th 2047th 2048th 2049th 2050th 2051st 2052nd 2053rd 2054th 2055th 2056th 2057th 2058th 2059th 2060th 2061st 2062nd 2063rd 2064th 2065th 2066th 2067th 2068th 2069th 2070th 2071st 2072nd 2073rd 2074th 2075th 2076th 2077th 2078th 2079th 2080th 2081st 2082nd 2083rd 2084th 2085th 2086th 2087th 2088th 2089th 2090th 2091st 2092nd 2093rd 2094th 2095th 2096th 2097th 2098th 2099th 2100th 2101st 2102nd 2103rd 2104th 2105th 2106th 2107th 2108th 2109th 2110th 2111st 2112nd 2113th 2114th 2115th 2116th 2117th 2118th 2119th 2120th 2121st 2122nd 2123rd 2124th 2125th 2126th 2127th 2128th 2129th 2130th 2131st 2132nd 2133rd 2134th 2135th 2136th 2137th 2138th 2139th 2140th 2141st 2142nd 2143rd 2144th 2145th 2146th 2147th 2148th 2149th 2150th 2151st 2152nd 2153rd 2154th 2155th 2156th 2157th 2158th 2159th 2160th 2161st 2162nd 2163rd 2164th 2165th 2166th 2167th 2168th 2169th 2170th 2171st 2172nd 2173rd 2174th 2175th 2176th 2177th 2178th 2179th 2180th 2181st 2182nd 2183rd 2184th 2185th 2186th 2187th 2188th 2189th 2190th 2191st 2192nd 2193rd 2194th 2195th 2196th 2197

ii	Overall perception of functioning of the government:
	At the departments of Govt. it has best to reach to grass root level. They try to develop good communication with local population. It is a good initiative.
iii	Overall assessment of visit and suggestions: (The visiting officer to mention that the overall assessment is recorded in detail along with concrete suggestions.)
	Back 2 Village Programme is wonderful programme, Govt. functionaries develop good relation with common man and take all together to go Back 2 Village Programme to be implemented. - Govt. must make visible changes on ground. - Information provided by departments must be in better condition. - Requirement should be provided to all Govt. employees. - Funds should be provided well in time. - etc.

Signature of the visiting officer

Name Dr. Javed Ahmad Nani

Encl: 15