



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019



Government of Jammu & Kashmir

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

- Name: MOHD ZUBAIR UD-DIN
- Designation: ASSISTANT PROFESSOR
- Department/place of posting: IDC, BEERWAH
- Mobile No: 7006732168
- Email id: Zubairudin.m4@gmail.com
- Home District: BUDHAM
- Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Kumpson Said
- Local Government Directory (LGD) code of the Panchayat: 241441
(To be sourced from Rural Development Department/by DC)
- Name of CD Block: NAGAN
- Name of Tehsil: CHANDOLLA
- Name of District: BUDHAM

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 03
- No. of hamlets in the Panchayat: 04
- No. of households in the Panchayat: 354

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

S. No.	Department	Designation of the officer/official
1	Education	Teacher
2	Animal Husbandary	S.V.P
3	Health Department	Supervisor
4	Agriculture	A.E.A
5	ICDS	Supervisor Assistant Supervisor
6	Horticulture	Sr. Horticulture Technician
7	Sheep Husbandary	Flock Supervisor
8	Enr. Mustafa Mir Power Development Department	PDD (gas factor)

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)

iii. If not, whether the building for BDC office is applicable

iv. Facilities available in the Panchayati Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No	Yes/No	NIL
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 Karwai register is being maintained by the Panchayat Secretary: Yes/No

(Officer to inspect the register)

iv. Whether the Sarpanch/Administrator/Panchayat Secretary have digital signatures: Yes/No

v. Bank Account opening and receipt of funds:

Name of the Scheme	Whether Bank Account opened	Whether Bank Account operated	Whether Bank Account maintained	Whether Bank Account receipt of funds	Whether Bank Account receipt of funds
14 th Finance Commission	Yes/No	Administrator	Yes/No	14.72 lacs	Yes/No
ICDS (Nutrition)	Yes/No	Supervisor	Yes/No		Yes/No
ICDS (Honorarium)	Yes/No	Supervisor	Yes/No		Yes/No
Mid Day Meals (MDM)	Yes/No	Headmaster	Yes/No	Rs. 14310	Yes/No
Own resources of Panchayat	Yes/No	NIL	Yes/No		Yes/No
Any other Scheme, If yes, indicate name	NIL	NIL	NIL	NIL	NIL

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

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

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

vii. 14th Finance Commission Award:

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

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

c. No. of works for which estimates have been prepared: 8 No. (100 % to total)

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

e. Whether the works have been started: Yes/No ☒
No. of works started: 01 No. (____ % 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 ☒

If no, reason thereof: Panchayat body not constituted.

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

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

If no, reason thereof: _____

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

If no, reason thereof: Panchayat body not constituted.

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: Panchayat body not constituted

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

If no, reason thereof: Same as above

Also mention if it is being provided by someone else: Incharge MDM

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 19.72 lakh

✓ No. of works approved: 08

✓ No. of works started: NIL

✓ No of works completed: NIL

✓ No of Job Card holders in the Panchayat: 176

✓ No. of man days generated: 0

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: Panchayat has no own resource

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

B2V2/PD&MD/2019

- ✓ Non disclosure of funds available/schemes by officials. Yes/No
- ✓ Delay in preparation of estimates/technical sanctions by engineering staff. Yes/No
- ✓ Delay in administrative approval by officers. Yes/No
- If yes, how long: _____ (specify number of days)
- ✓ Officers not sharing details of guidelines/lists of beneficiaries. Yes/No
- ✓ Any other difficulty, give details: NIL

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

- i. Whether the construction work of playground inaugurated/started during the visit of the officer in B2V1 has been completed: Yes/No

If not, likely date of completion: _____ (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) _____

(2) _____

(3) _____

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

If yes, amount released: Rs 1.75 lakh.

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

Likely date of completion: 15th Dec (date)

B2V2/PD&MD/2019

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

Section/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
RDD	Work done around Jail at K. Sare	No	nil

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

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

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

Rural Development Department, Health Department

Any department whose staff is absent most of the time: Social welfare

Any department whose officers/officials has not visited the Panchayat even once since B2V1: Social welfare, PDD, PHE

Any department which has organized any event or camp or tour of senior officer

- vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Water Filtration plant	PHE	Yes/No	nil
nil	nil	Yes/No	
nil	nil	Yes/No	

- vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Health Center/ Dispensary should be upgraded	Health	Yes/No	nil
nil	nil	Yes/No	
nil	nil	Yes/No	
nil	nil	Yes/No	
nil	nil	Yes/No	

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

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

If no, reason thereof: _____

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

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

If no, reason thereof: _____

iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat 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 GPDP Portal for preparation of GPDP 2020-21: Yes/No

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

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

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

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
1	Handicraft	✓	1	Handicraft	✓
2	Animal Husbandry	S.V.P	2	Animal Husbandry	S.V.P

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Engineering	A.E.A	3	P.D.S	Inspector
4	Health	Supervisor	4	Agriculture	A.E.A
5	I.C.D.S	Supervisor	5	Fore	Supervisor
6	Horticulture	St. Horticulture Extension	6	Education	Teacher
7	Education	Teacher	7	Food Dept.	Inspector
8	Revenue	Patwari	8	P.M.E	Field worker

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 Feedback reports are being uploaded through PDR Portal: Yes/No ✓

If no, reason thereof: _____

(V.L.W to demonstrate the reports to the Visiting Officer)

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GPOP 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
- 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

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

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

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

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for SC/ST/OBC students	NIL	NIL	NIL	NIL
Scholarship for Minority students	44	25		
Pension - Old Age	23	13	Non-availability of funds	NIL
Pension - Widow	06	03	Non-availability of funds	NIL
Pension - Disability	05	04	Non-availability of funds	NIL
PM Kisan Nidhi	186	27	-	-
Ayushman Bharat	NIL	NIL	NIL	NIL
PM Jeevan Jyoti Bima Yojana	NIL	NIL	NIL	NIL
PM Suraksha Bima Yojana	NIL	NIL	NIL	NIL
PM Awas Yojana - Grameen	NIL	NIL	NIL	NIL
State Marriage Assistance Scheme	NIL	NIL	NIL	NIL

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	applications submitted to visiting officer (Nos.)
NREGA Job Card	176	NIL	NIL	NIL
Ladli Beti	08	09	Non-availability of funds	nil
Swachh Bharat Mission-Individual Household Toilets	200	NIL	NIL	NIL
PM Ujjwala Yojana	NIL	NIL	NIL	NIL
Ujala	NIL	NIL	NIL	NIL
Jandhan Account	NIL	NIL	NIL	NIL
PM Matru Vandana Yojana	NIL	NIL	NIL	NIL

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

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	35	Not Covered	No

* Visiting officer to enclose the list of individuals/households who need fresh connections. He/she to also collect any applications and handover at district headquarter

1) DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi ✓
- Major sources of irrigation: Canal/Khuls/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (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: D. S. Singham ✓
- Whether the Panchayat has potential for drips/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: 50 (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 30 %age)
- Are adequate HYV seeds available to the farmers: Yes/No ✓

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

*Amusement camps should be holding the animal/sheep
husbandry Dept. to organize the farmers about different
Dept. schemes*

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

1. Establish Sheep units at K. Sarie
2. Establish Fish ponds at D.S. Singher
3. Establish three Backyard ^{poultry} units
4. High yielding variety seed should be distributed.
5. Establish Dairy farms at K. Sarie

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

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

If no, the number of people in the Panchayat yet to get Aadhaar card: 38

- 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 ☒ No |
| b) Inadequate stock: | Yes/No ☒ No |
| c) Overcharging: | Yes/No ☒ No |
| d) Rude behaviour of store owner: | Yes/No ☒ No |
| e) Long distance to be covered to reach the store: | Yes/No ☒ No |
| f) Non display of rates: | Yes/No ☒ No |

- h) any other: Nil

- iii. Number of FIRs registered in last 3 months: Nil

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

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

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

- d) Any suggestions: _____

iv. Public perception:

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

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

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

Department	Average time taken	Remarks, if any
Revenue	- Within 1 month ☒ - More than 1 month - Never	Nil
Social welfare	- Within 1 month - More than 1 month ☒ - Never	Nil
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	Nil
Any other	• Within 1 month • More than 1 month ✓ • Never	Nil

- vi. Any specific observation or complaint regarding any particular department:
The water supply and the power supply be affected otherwise there is no problem

K) OTHERS:

- Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No ✓
- Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No ✓
 (Visiting officer to collect a copy of the Plan)
- Number of children in the age group of 4-14 years in the Panchayat: 222
- Number of children in the age group of 4-14 years enrolled in the schools: 222
- Is there any High/Higher Secondary school with more than 40% girl students: Yes/No ✓
- Whether RDD has provided Sanitary Napkin Vending Machines in any of the above Schools: Yes/No/Not applicable
 - ✓ If yes, details of schools: _____
 - ✓ If yes, whether the machine is functional: Yes/No
- Whether RDD has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable

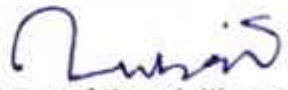
L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Urgent public requirements in order of priority (Max. 57)
1	Functioning of already existing filtration plant and new pipe line from discharge to K. Sare (K. Sare)
2	Setting up of animal Husbandry
3	Appointment of Namastar and Chowkidar.
4	Setting up new Health center at K. Sare
5	Setting up Banking facility
6	Renovation of all historical monument with garden at K. Sare
7	Improvement of primary school building K. Sare and infrastructure.
II	Any major complaint brought to notice of the Visiting Officer
1.	water filtration plant
2.	Health Sub. center
3.	Animal Husbandary
4.	Electric poles with new creation of 100 KV transformer at K. Sare.

III Overall perception of functioning of the government:

IV Overall assessment of visit and suggestions:

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


Signature of the visiting officer

Name MOHD ZUBAIR UD-DIN



Mission Delivering Development
Mission Good Governance

Government of Jammu & Kashmir