

Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Government of Jammu & Kashmir

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

- i. Name: Dinesh Kumar D.P.T.
- ii. Designation: Sr. Lecturer
- iii. Department/place of posting: GUSS / KMANDA
- iv. Mobile No: 7006968919
- v. Email id: dinesh.d205@gmail.com
- vi. Home District: BUDHGANJ
- vii. Dates of visit: 25/11/2019-26/11/2019, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: GAZIPORA
- ii. Local Government Directory (LGD) code of the Panchayat
(To be sourced from Rural Development Department/DC): 241642
- iii. Name of CD Block: NAGAM
- iv. Name of Tehsil: CHADDOORA
- v. Name of District: BUDHGANJ

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 02
- ii. No. of hamlets in the Panchayat: 07
- iii. No. of households in the Panchayat: 467
- iv. Population (approx.) of the Panchayat: 2369

(i) FRONTLINE OFFICERS/OFFICIALS WHO ARE PRESENT DURING THE VISIT

S. No.	Department	Designation of the concerned
1	Agriculture	G.V.P
2	Agriculture	P.E.O
3	Education	Teacher
4	ICDS	Supervisor
5	CAPD	Store keeper
6	R.W.B	J.E
7	Health	Health Educator
8	Horticulture	Technician

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- i. 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
- ii. Whether the BDC office has been established (in case the officer visits block Panchayat): Yes/No/Not applicable

iii. If not, whether the building for BDC office has been identified: Yes/No/
Not 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	Nil
Telephone facility	✓ Yes/No	✓ Yes/No	Nil

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: 16-11-2019

ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No
Date of last meeting held: 16-11-2019

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 usage of funds

Name of the Scheme	Bank Account opened	Bank Account maintained	Bank Account used	Bank Account closed	Bank Account balance	Bank Account balance
14 th Finance Commission	✓ Yes/No	✓ Not applicable	✓ Yes/No	✓ Yes/No	Nil	✓ Yes/No
ICDS (Nutrition)	✓ Yes/No	✓ Not applicable	✓ Yes/No	✓ Yes/No	Nil	✓ Yes/No
ICDS (Microkrishi)	✓ Yes/No	✓ Not applicable	✓ Yes/No	✓ Yes/No	Nil	✓ Yes/No
Mid Day Meal (MDM)	✓ Yes/No	✓ Not applicable	✓ Yes/No	✓ Yes/No	Nil	✓ Yes/No
Own resources of Panchayat	✓ Yes/No	✓ Not applicable	✓ Yes/No	✓ Yes/No	Nil	✓ Yes/No
Any other Scheme, if yes, indicate name	Nil	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 opened by Sarpanch.)

v. 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: 25 No. (to total)

B2V2/PD&MD/2019

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 03 No. (13 % 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: CDO

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

If no, reason thereof: Panchayat body not constituted

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)

x. 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: Panchayat body not constituted

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 36.12 lakh

✓ No. of works approved: 99

✓ No. of works started: nil

✓ No. of works completed: nil

✓ No. of Job Card holders in the Panchayat: 522

✓ No. of man days generated: 116

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

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

If no, reason thereof: Panchayat does not have own resources

any difficulty faced by the functionaries 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		
Patwari	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other			

any difficulty in execution of works, identification of beneficiaries/any other schemes:

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

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

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 21-10-2021 (date)

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

Play ground 01-11-2021

(i)

(ii)

(iii)

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

If yes, amount released? Rs 55 lakh

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

If yes, date of initiation? 21-10-2021 (date)

		(Yes/No)
RDD	Do public pangs mean genuine at many places on B2V1	NO

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:

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

Areas of major complaints brought to notice

Main area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
no. of days	Health	Health	Yes/No
no. of days	Health	Health	Yes/No
no. of days	Health	Health	Yes/No
no. of days	Health	Health	Yes/No

Major complaints confronting the people

Main concern made during B2V1	Department	Resolution of problem	Remarks
no. of days	Health	Health	Yes/No
no. of days	Health	Health	Yes/No
no. of days	Health	Health	Yes/No
no. of days	Health	Health	Yes/No
no. of days	Health	Health	Yes/No

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL 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 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 _____
- 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 _____
- 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 _____
- 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 (1-11-2019)			2 nd Meeting Date (16-11-2019)		
S. No.	Department	Designation	S. No.	Department	Designation
1	Animal Husbandry	S.V.P	1	Agriculture	AEA
2	Sports Department	NYK	2	Horticulture	Technician

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1 st Meeting Date (1-11-2019)			2 nd Meeting Date (16-11-2019)		
S. No.	Department	Designation	S. No.	Department	Designation
3	Education	Teacher	3	Education	Teacher
4	P.D.D.	Inspector	4	Horticulture	Inspector
5	Education	Teacher	5	I.C.D.S	Worker
6	Agriculture	AEA	6	P.D.D.	Inspector
7	Horticulture	Technician	7	Animal Husbandry	S.V.P
8	Forest	Forester	8	Sports Department	NYK

If no, reason thereof _____

- 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 _____

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

If no, reason thereof _____

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

If no, reason thereof *Non availability of net for view to demonstrate the reports to the Visiting Officer*

If no, reason thereof

2. SOCIAL AUDIT

- 2. SOCIAL AUDIT:**

 - 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 _____
 - Is the Social Audit Committee framed in B2V1 conducting social audit: Yes/No
 - 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

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)

INTERNATIONAL BENEFICIARY ORIENTED SCHEMES

APPENDIX B: THE ADDITIONAL NUMBER OF THERAPEUTIC AGENTS AND SUBSTANCES

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	255	Nil	Nil	Nil
Ladli Beti	103	12	Process	Nil
Swachh Bharat Mission- Individual Household Toilets		Nil	Nil	Nil
PM Ujjwala Yojana	Nil	Nil	Nil	Nil
Ujala	1252	—	—	—
Jandhan Account	1x3	—	—	—
PM Matru Vandana Yojana	16	—	—	—

* 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.

b. 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	60	Water not available to lesser than	Nil

.....(P)..... to enclose and file of applications received from various schemes
.....(R)..... to file before any meeting and discussion by.....

ESTIMATING FARMERS INCOME:

a. IRRIGATION

.....(P)..... of the Panchayat Government/Parliament

.....(R)..... of irrigation: Canal/Ground Water/Rainfed/Others (please specify)

.....(P)..... of availability of irrigation facility in the Panchayat: Sufficient/Adequate

.....(R)..... of irrigation sources in the Panchayat: Yielded

.....(P)..... to specify (Canal/Ground Water/Rainfed/Others/Precipitation)
.....(R)..... (pick as many as needed)

.....(P)..... which can be developed by way of water conservation
.....(R)..... purposes: Yes/No

.....(P).....

.....(P)..... potential for drip/sprinkler irrigation: Yielded

.....(R)..... drip/sprinkler irrigation in the Panchayat: Yielded

.....(P)..... drip/sprinkler irrigation: Nil (None)

.....(P)..... irrigation facilities in the Panchayat

.....(P)..... to enclose and file MDS

.....(R)..... Aurora (30 acre)

.....(P)..... Yes/No

.....(P)..... but supply intially

3. ADDITIONAL FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without KCC Credit Card - 230 (Total)
- No. of farmers who have availed loan facility through KCC during 2019 _____ 200
- No. of farmers who availed KCC Loan but not provided to far _____ 0
- Problems being faced by farmers in availing KCC loan (Mark whatever relevant)
 - a) Difficult processes and procedures _____ N/A
 - b) Delay by concerned Deptt. _____ Yes
 - c) Delay by bank concerned _____ No
 - d) Any other problem, please specify _____ N/A

* Suggestions for improving the process of availing loan under KCC

Bank should accept any document
this than cash

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (Tick whichever relevant)
 - a) Through organized market (mandi) _____ Yes
 - b) Through unorganized market _____ Yes
 - c) Any other, please specify _____ N/A
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing?

Self storage facility for the
surplus
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce

Govt agencies should provide surplus
agriculture institution

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

- 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:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent
- 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	0	30
2	Dairy units	0	05
3	Sheep Units	01	05
4	Fish Ponds	n/a	05

- iii. Suggestions for encouraging more households/farmers to set-up new units
Anurakas (units) should be organised by the govt. to keep different type schemes for the farmers about different types of schemes which can help in increasing income of farmers/rural households.
7. List 5 suggestions in order of priority which can help in increasing income of farmers/rural households:

1. Providing ~~free~~ seeds to farmers
2. Providing subsidy on fertilizers and pesticides
3. Marketing facility to sell agricultural and horticultural produces
4. Loans at very low interests
5. Establish dairy farms at Panchayat Gram panchayat

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

- i. Whether Aadhaar card has been provided to all people in the Panchayat. Yes/ If no, the number of people in the Panchayat yet to get Aadhaar card: 40
- 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/
 - b) Inadequate stock: Yes/
 - c) Overcharging: Yes/
 - d) Rude behaviour of store owner: Yes/
 - e) Long distance to be covered to reach the store: Yes/
 - f) Non-display of rates: Yes/
 - g) POS machine not working: Yes/

- n) any other: nil
 Number of FIRs registered in last 3 months: 01
- a) Are people generally satisfied by response of Police to complaints: Yes/
 - b) Is copy of FIR given to people: Yes/
 - c) Are people satisfied about the overall security situation in Panchayat: Yes/
 - d) Any suggestions: nil

v) Public perception:

- a) Are departmental staff available: Poor/Good/Very Good/Excellent
- b) Are departmental staff responsive: Poor/Good/Very Good/Excellent

✓ 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	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	<u>nil</u>
Social welfare	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	—
Police Station	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	—
PHE	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	—

PDD	<ul style="list-style-type: none"> - Within 1 month - More than 1 month - Never 	NIL
Any other	<ul style="list-style-type: none"> - Within 1 month - More than 1 month - Never 	NIL

vi. Any specific observation or complaint regarding any particular department
R&B

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: 163
- iv. Number of children in the age group of 4-14 years enrolled in the schools: 160
- v. Is there any High/Higher Secondary school with more than 40% girl students: Yes/No
- vi. 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
- 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

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Urgent public requirements in order of priority (Max. 07):
1	Macadamization of main and link roads.
2	Primary Health Center.
3	Mobile Tower.
4	Animal and Sheep Husbandry centers.
5	Upgradation of GM/S Daspura to High School.
6	Fresh network of electricity.
7	Pipe line for uncovered inhabitants of Halda Daspura.
II	Any major complaint brought to notice of the Visiting Officer: Macadamization of dilapidated roads.

III

Overall perception of functioning of the government:

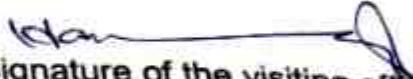
People always expect that their problems, issues will be resolved by the government. It is impossible to address and resolve all issues at once. However, the issues put before government departments placed under top priority should be taken over so that people can obtain safety to some extent.

IV

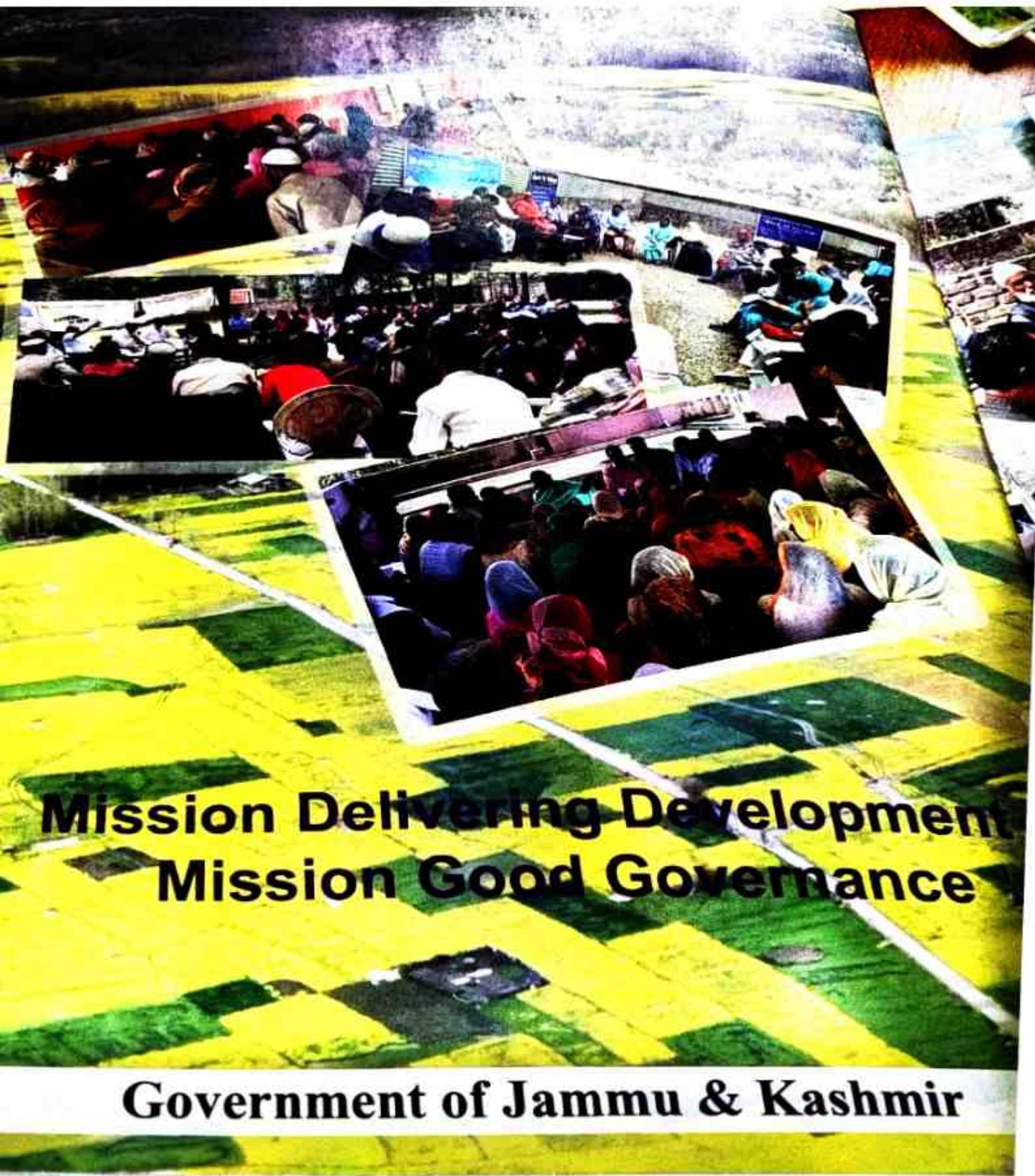
Overall assessment of visit and suggestions:

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

Panchayat body has not been constituted. Saripore Panchayat Halqa. The Sarpanch who plays a pivotal role in functioning of the panchayat is not available. Recently administrator for this Panchayat halqa has been nominated. I hope that the new administrator will try his best to manage and take up all issues, demands, requirements of the people with motivation and their greater participation.


Signature of the visiting officer

Name Ab. Hamid Dar



**Mission Delivering Development
Mission Good Governance**

Government of Jammu & Kashmir