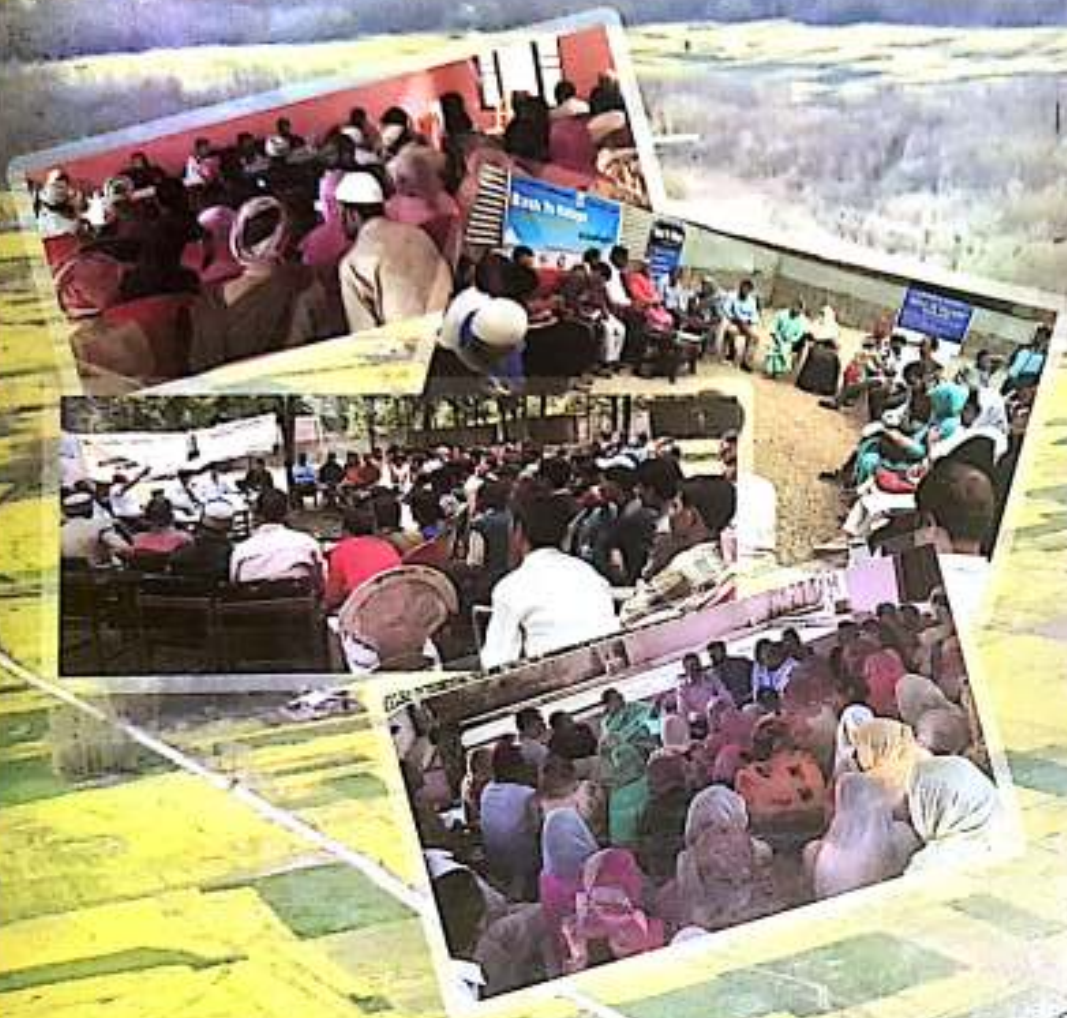


Mission Delivering Development
Mission Good Governance

Government of Jammu & Kashmir

Khiran Gujrath

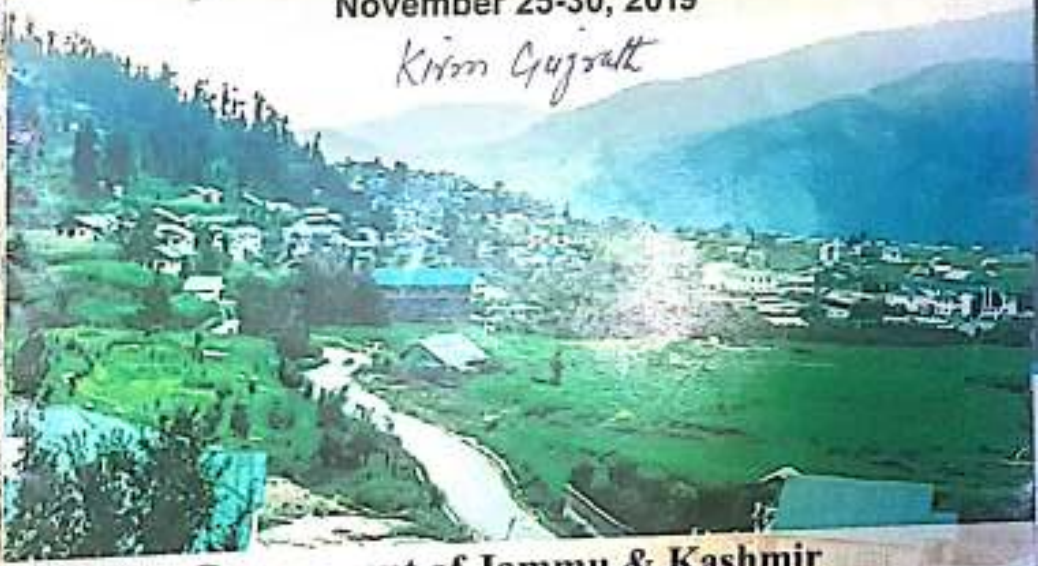
Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Kiran Gujrath



Government of Jammu & Kashmir

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Jammu and Kashmir
New Vision
New Horizon

LIEUTENANT GOVERNOR
JAMMU & KASHMIR

RAJ BHAVAN
JAMMU-180001

Message

In June 2019, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both daunting and ambitious - a public outreach of this size and scale had never been attempted before, certainly not in a state like Jammu & Kashmir with its unique problems of geography, climate and law and order.

Undaunted by the skeptics and the naysayers we decided to go ahead with the programme. The response of the programme exceeded our own expectations. Everywhere the visiting officers were welcomed, feted 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 the rox science. For many it was a unique learning experience - the sweet tune of nature brought home to them the beauteous forms of things ; for others was a humbling experience as it laid bare to them the dignity with 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 this programme following which the Prime Minister made a mention of it in his *Mann Ki Baat* Programme calling it a 'festival of development, public participation and public awareness'.

Encouraged by the success of the first edition of the programme, we have now decided to embark on its second phase. While the first phase of the programme was focussed on collecting feedback and assessing needs, the second phase intends to look more closely at the task of empowering, energising and institutionalizing the functioning of Panchayati Raj Institutions, invariably they will associate Panches/Sarpanches. The other objective of this edition of the programme will be to look at the various flagship programmes and individual beneficiary oriented schemes and learn more about the impediments, grievances which hampers their full implementation and their disposal also be ascertained. The visiting officers would also study agriculture and allied activities in the Panchayats, particularly with the objective of our national goal of doubling farmers' income by 2022.

I am confident that our entire team will once again rise to the occasion and replicate the success of the first edition of the programme. I am also confident that the Deputy Commissioners and Administrative Secretaries will create the necessary conditions for the visiting officers to discharge their role effectively. I am equally sure that this programme will evolve into an institutionalized, doorstep governance programme which will not only be a genuine, unadulterated ear to the ground but will also cut the infamous red tape and help in delivering development better and faster.

(G. C. Murmu)

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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, across all 4483 Panchayats focussed on energizing Panchayats, collecting feedback on delivery of government schemes/programmes, capturing specific economic potential and undertaking assessment of needs of the villages. People came out in droves to welcome the visiting officers and appreciated the initiative of the government. The initiative was widely acknowledged with Prime Minister Mr. Narendra Modi mentioning it in 'Mann ki Baat' on 28th July, 2019. The interface was visible and response so overwhelming and enthusiastic that some officers stayed in their Panchayats beyond the schedule.

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

As B2V envisages equitable development of Panchayats with a sound financial base, it is expedient that the initiative is carried forward to assess the level of empowerment and institutionalization of the Panchayati Raj Institutions (PRIs) at the grassroot 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 Halqas for better outcomes.

I am confident that our officers who will be a part of the B2V programme will work indefatigably to make the initiative a grand success.

(B. V. R. Subrahmanyam)

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General Instructions for the Visiting Officer
Back to Village 2 (B2V2)

i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.

ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.

iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focussed programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. She/he must also be familiar with 14th FC, MDM and ICDS (nutrition component).

iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GPDP) and also ensure the constitution of various committees including Panchayat Biodiversity Committee.

v. He/she shall hold detailed deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.

vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.

vii. The officer should assess the level of functionality of the Panchayat, infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold detailed meetings with Panchayat members and also officials.

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viii. 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/being carried out under various schemes like 14th FC, MNREGA and other government programmes. In case, there is a languishing project in the village the officer should certainly inspect the same and record its progress.

ix. In addition to all other activities that the visiting officer will carry out, he/she should lay special emphasis on 100% enrolment of school children (age 4-14 years), 100% coverage of Pulse Polio, 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 energising rural/micro enterprises and village industries.

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

xi. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensual view emerging from his interactions in the village.

xii. 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.

xiii. 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 B2V2 booklets and any other lists/applications/grievances 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 filled in booklet and other papers before leaving the district.

Day 1

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

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

Day 1 Afternoon:

- Visit local schools, health institutions, AWCs, government assets, banks, water bodies, tubewell, electric stores, important private enterprises.
- Visit other villages in the Panchayat.
- Evening informal interaction with PRI representatives, frontline government functionaries and prominent citizens to discuss and deliberate upon the core problems/issues being faced by the people of the Gram Panchayat and ways to increase rural incomes and energise village/micro industries.
- Capture evening interaction picture by 8.00 P.M.

Day 2:

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members:
  - Get various subjects/portfolios assigned to the panches by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
  - Inspect the *karwai* 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 (Doctor/Teacher/Patwari/Anganwadi Worker/ASI/ANM/MLW/PDS storekeeper/representatives of FHF PDD, PWD Agriculture, Animal Sheep, Horticulture etc.)
  - Social activists/NGOs.
  - Prominent citizens/retired teachers/Govt. employees/ex-servicemen etc.

Day 2 Afternoon:

- Visit the Panchayat Ghar/BDC office and check for furniture/computer.
- Install board at land identified for Panchayat Ghar.
- Lead *Grah Pravesh* Ceremony for completed PMAY houses.
- Inaugurate the previous B2V work and lay foundation stone for a new one.
- Inspect B2V I/14th FC works/Languishing works/other developmental projects taken up.
- Inaugurate the playground ; lay the foundation stone for CSC, start one sports event.
- Inaugurate/lay foundation stone of any other works which are available.

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Back to Village 2 (B2V2) - Report

(Format to be filled up by the Reporting Officer during his/her tour the villages in the Panchayat)

A) DETAILS OF REPORTING OFFICER

i. Name: Tarun Tripura.
ii. Designation: Assistant Executive Engineer (Civil).
iii. Department/Office working: PHE (R&D) / Irrigation sub division Ambassa
iv. Mobile No: 8822EE-18622
v. Email id: faizal20kk@gmail.com
vi. Home District: Ambassa
vii. Date of visit: 25/26/27/28/29/30 November 2019. 29th & 30th of November, 2019.

B) LOCATIONAL DETAILS OF PANCHAYAT

i. Name of the Panchayat: Khiram Chowrath
ii. Local Government Directory (LGD) code of the Panchayat: 029
(To be extracted from Rural Development Department/by DC)
iii. Name of CD Block: Dachhipara.
iv. Name of Tehsil: Silachari.
v. Name of District: Ambassa.

C) PANCHAYAT PROFILE:

i. No. of revenue villages in the Panchayat: 1 (one)
ii. No. of hamlets in the Panchayat: 7 (seven)
iii. No. of households in the Panchayat: 500 (approximately)
iv. Population (approx.) of the Panchayat: 3519

D) FRONTLINE OFFICER(S)/OFFICIAL(S) WHO ARE PRESENT DURING THE VISIT:

S. No.	Department	Designation of the officer/official
1	Revenue	Revenue Inspector, Assistant, Field Surveyor & Revenue
2	Education	Principal, Teacher & AWW Representative (Name)
3	Agriculture	AEO & Assistant
4	Food Control	Junior Engineer & Water Supervisor
5	R&B	Junior Engineers
6	PHE	Junior Engineer & Field Representatives/workers
7	RDD	Assistant Engineer
8	Irrigation	Field Representatives

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

i. Whether Panchayat Ghar is available in the Panchayat: Yes/No/under construction - India renovation

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 EDC office has been established (in case the officer visits block Panchayat): Yes/No/Not applicable - No

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iii. If not, whether the building for BDC office has been identified: Yes/No/Not applicable – Tenanted (in Panchayat Ghar)

iv. Facilities available in the Panchayati Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No	Yes/No	To be taken up/ Proposed in future for Establishment
Computer/printer	Yes/No	Yes/No	To be taken up/ Proposed in future for Establishment
Telephone facility	Yes/No	Yes/No	To be taken up/ Proposed in future for Establishment

v. In case Panchayat has not been constituted, whether Administrator has been appointed: Yes/No – Yes

vi. Whether Infrastructure and Assets Register has been prepared: Yes/No – Yes

(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 – Yes

Date of last meeting held: 10/07/19.

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

Date of last meeting held: 10/07/19

iii. Whether the Karwai register is being maintained by the Panchayat Secretary: Yes/No

(Officer to inspect the register)

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

v. Bank Account opening and receipt of funds.

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether at least one transaction has been made
14th Finance Commission	Yes/No	Secy Pr Administrator	Yes/No	23.98	Yes/No
ICDS (Nutrition)	Yes/No	Anganwadi Supervisor	Yes/No	Nil	Yes/No
ICDS (Honorarium)	Yes/No	Anganwadi Sahayika	Yes/No	Nil	Yes/No
Mid Day Meals (MDM)	Yes/No	MDM Sahayika	Yes/No	Nil	Yes/No
Own resources of Panchayat	Yes/No	—	Yes/No	—	Yes/No
Any other Scheme, If yes, indicate name	—	—	—	—	—

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

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

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

vii. 14th Finance Commission Award:

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

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

c. No. of works for which estimates have been prepared: 1 No. (___ % to total)

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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: 1 No. (100 % 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): Administrator

vii. 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/Sarpanch not yet elected

Also mention if it is being purchased by someone else: By Department

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

If no, reason thereof: = Not Provided at Centres =

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

If no, reason thereof: = Paid by the Department Concerned =

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

(Visiting Officer to check the register and verify the signatures of 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: = Managed by Schools =

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

If no, reason thereof: = Managed by School Staff =

Also mention if it is being provided by someone else: —

c. Whether the record on account of purchase of MDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No

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

x. MGNREGA:

a. Whether MGNREGA Plan 2019-20 has been approved: Yes/No

b. If yes,

✓ Funds allocated to the Panchayat: Rs — lakh

✓ No. of works approved: 56

✓ No. of works started: —

✓ No of works completed: —

✓ No of Job Card holders in the Panchayat: 196

✓ No. of man days generated: —

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: = Under Process =

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xii. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No

If no, whether subjects have been assigned in presence of the visiting officer: Yes/No

xiii. Major challenges being faced by the Panchayat in functioning and execution of works:

a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BDO	RDD	Yes/No	
VLW	RDD	Yes/No	
JE	RDO	Yes/No	
CDPO	Social Welfare	Yes/No	
TSWO	Social Welfare	Yes/No	
Anganwadi Supervisor	Social Welfare	Yes/No	
Headmaster/Principal/ZFO	School Education	Yes/No	
I/c MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Naib-Tehsildar	Revenue	Yes	
Patwari	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, identification of bene/ clarles/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: [illegible] approval & [illegible] [illegible]

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: [illegible] (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: [illegible]

(1) _____

(2) _____

(3) _____

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

If yes, amount released: Rs _____ lakh.

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

Likely date of completion: _____ (date)

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iv. Whether any new work(s) hashave been sanctioned/taken up/completed in the Panchayat after B2V-1, details thereof :- NONE TAKEN UP=

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/No)	Remarks:

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) RDO 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: _____

Any department whose officers/officials has not visited the Panchayat even once since B2V1: _____

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1 _____

vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
(1) P.D.D → Erratic Supply → Low Voltage → Change for System	P.D.D	Yes/No	
(2) PHE → Supply to All	PHE	Yes/No	
(3) R&B → Road from Viddy to Sangrama needs attention for Pole shifting / Pole shifting	1) R&B 2) PHE 3) PDD	Yes/No	Involves PDD & PHE Departments also.

vi. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
1- Upgradation of PHC Khaan	Health	Yes/No	
2- Inadequate Drinking water	PHE	Yes/No	
3- Change Power Supply / Inadequate transport System	PDD / Transport Deptt.	Yes/No	
4- Lift Irrigation needs Upgradation	IRRIGATION	Yes/No	
5- Modernisation of Education Infrastructure	EDUCATION	Yes/No	

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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:

1st Meeting Date (10-10-19)			2nd Meeting Date (16-11-19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	ICDS	AWW	1	RDO	GRS
2	RDO	Lineman	2	ICDS	AWW

1st Meeting Date ( )			2nd Meeting Date ( )		
S. No.	Department	Designation	S. No.	Department	Designation
3	CHD	Anganwadi	3	CHD	Anganwadi
4	RDO	GRS	4	RDO	Lineman
5	Agriculture	AGA	5	Agriculture	AGA
6	Education	Teacher	6	Education	Teacher
7			7		
8			8		

If no, reason thereof: _____

vii. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting : Yes/No

If no, Reason thereof: _____

viii. Whether the GPDP Plans are being approved by the Gram Sabha: Yes/No

If no, reason thereof: _____

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

If no, reason thereof: _____

(VLW to demonstrate the reports to the Visiting Officer)

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h. Whether the critical gaps identified in the Panchayat during Mission Antyodaya 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

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 <N-A>

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)

10 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	[illegible]	-	-	-
Scholarship for Minority students	-	-	-	-
Pension - Old Age	25	25	Non availability of funds	Fresh applications to be taken up & forwarded by Panch
Pension - Widow	14	09	Non availability of funds	Fresh applications to be taken up & forwarded by Panch
Pension - Disability	11	04	Non availability of funds	Fresh applications to be taken up & forwarded by Panch
PM Kisan Nidhi	462	-	-	-
Ayushman Bharat	1900	371	Technical [illegible]	-
PM Jeevan Jyoti Bima Yojana	104	-	-	-
PM Suraksha Bima Yojana	96	-	-	-
PM Awas Yojana - Gramen	11	36	funds not available	-
State Marriage Assistance Scheme	11	04	Under process	-

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Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	198	NIL	NIL	NIL
Ladli Beti	10	12	N.A	-
Swatch Bharat Mission-Individual Household Toilets	113	72	Funds Not Released Yet	-
PM Ujwala Yojana	600	-	-	-
Ujala	-	-	-	-
Jandhan Account	755	-	-	-
PM Matru Vandana Yojana	15	-	-	-

* 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	15	New Colony	-
Electricity connection	04	New	-

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

II DOUBLING FARMERS INCOME:

1. IRRIGATION

i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi – Hilly

ii. Major sources of irrigation: Canal/Khuls/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify): _____

iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient

iv. Are there any untapped 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)

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

If yes, please specify: = Storage Reservoirs for Irrigation Purposes = Watershed Development =

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

vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: N.A

viii. No. of farmers who intend to use drip/sprinkler irrigation: = N.A = (Nos.)

ix. Any suggestions to improve irrigation facilities in the Panchayat:

= Augmentation of Existing Irrigation Systems =

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx): 5 %age

ii. Are adequate HYV seeds available to the farmers: Yes/No

iii. If no, reasons thereof: = Demands Unclear = = Consideration & Efforts required =

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3. **LOANING FACILITY AVAILABLE TO THE FARMERS:**

i. No. of farmers without Kisan Credit Card _Nil_ (Nos.)

ii. No. of farmers who have availed loan facility through KCC during 2019 _25_ Nos.

iii. No. of farmers who applied for KCC Loan but not provided 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: ____

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

- Simplifying the Procedures involved
- Having Liaison between Procedure of bank in Dealing of Cases.

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: Both through Organised & Unorganised Market

ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:

-

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

-

5. **DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:**

i. Is there any scope/potential for diversification towards high value crop/fruits in the Panchayat: Yes/No – Yes ✓

✓ If yes, please specify.

Sr. No	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
1	High Density Orchard (Apple Mainly)	- There is potential & scope for implementation of scheme.	–

6. **INCREASING LIVESTOCK PRODUCTION:**

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

ii. 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	Dairy units	01	01
3	Sheep Units	05	1500 Applications received at Dell.
4	Fish Ponds	–	–

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

1. Awareness & 2. Subsidization & 3. Mechanization

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

1	- Awareness about new Govt. Schemes/facilities -
2	- Modernization of existing set-up/techniques -
3	- Subsidization on Rural Employment/Engagement - - Pensions
4	- Simplifying Procedural set up. - PM Jan Dhan/Other Government Levels -
5	- Banking facilities -

2) PUBLIC GRIEVANCES AND GOOD GOVERNANCE

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

If No, the number of people in the Panchayat yet to get Aadhaar card: approximately 10 - 20

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) PDS machine not working	Yes/No

h) any other _____

iii. Number of FIRs registered in last 5 months: 02

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	• Within 1 month • More than 1 month • Never	(1 month on an average)
Social welfare	• Within 1 month • More than 1 month • Never	
Police Station	• Within 1 month • More than 1 month • Never	
FCI	• Within 1 month • More than 1 month • Never	(1 month on an average) (Owners Major Bribes Related Issues are frequently in line with Judicial Interest)

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PDO	✓ 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:

K) OTHERS:

i. Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No-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: 213

iv. Number of children in the age group of 4-14 years enrolled in the schools: 213

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):

PEOPLE OF THE WHOLE CATCHMENT OF KHIRRAI GUJRAT, ESPECIALLY PEOPLE OF SINANAD, KASNAD, MUSHAPOO, MOCCHI MOHALLA, TUENANDI &

1. GUJJAR BASTIES, HAVE ISSUES PERTAINING TO PWD, PHE, JKPC, REVENUE, EDUCATION & PDD, & NEED COORDINATED RESPONSE TO SETTLE THEIR GRIEVANCES

2. STRESS ON ALL SCHOOLS UPGRADING ON STAFF REHABILITATION, MODERNISATION OF LABS, INFORMATION, SPORTS FACILITIES, SAFETY, LIBRARY, BENCHES SETTING UP OF A MODERN PLAY GROUND/INDOOR SPORTING PLAY AREA

3. THE AGRO-HORTICULTURAL OUTPUT IS PROPORTIONAL TO IRRIGATION FACILITY, THUS THE EXISTING IRRIGATION SYSTEM NEEDS UPGRADATION, BESIDES REARRANGING OF AGRICULTURE, HORTICULTURE & SAMPLING NEED TO ENCOURAGE THIS SECTOR BY INTRODUCTION OF FARMER FRIENDLY SCHEMES/INCENTIVES

4. DEPARTMENTS OF CAHD, LDS, ANIMAL HUSBANDRY, SERICULTURE & FISHERIES NEED TO FURNISH STRATEGIES FOR SUSTAINABILITY & LIVELIHOOD BY PROPER AWARENESS, ENGAGEMENT & IMPLEMENTATION OF THEIR SCHEMES, IN A TIME BOUND MANNER

5. SOCIAL BENEFITS & ECONOMIC BENEFITS SCHEMES NEED MORE STRESS, CONTENT & COVERAGE

6. Rural Employment Generation Schemes need reforms

7. Religious Tourism potential due to location of Dargah needs to be tapped, which will engage all Departments viz. Tourism, PWD, PHE etc. & this category forward to overall Development Package for the Cluster

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

FULFILMENT OF ALL FEASIBLE/VIABLE & GENUINE DEMANDS OF ALV-1ST, BY ALL DEPARTMENTS, SO THAT RURAL POPULATION FEELS EMPOWERED, BESIDES SERIOUS EMPHASIS ON EDUCATION, AGRICULTURE, HORTICULTURE & DAIRY & HEALTH SECTORS.

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III	Overall perception of functioning of the government:
	= SATISFACTORY=
IV	Overall assessment of visit and suggestions: *(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)*
	= B2V2 has raised Public Expectations, as such it is = = expected B2V1 Demands are fulfilled on the basis of = = merit, besides consistent follow up on B2V2 is suggested = both at Micro & Macro Levels=

Signature of the visiting officer

Name - FAISAL FAROOQ

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