

Back to
Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019



Government of Jammu & Kashmir

Back to Village 2 (B2V2) - Report

Approved by the District Officer
 District Development Officer
 District Development Officer

A) DETAILS OF REPORTING OFFICER

- Name: *Mrs. M. M. M. M. M.*
- Designation: *Asst. Commissioner & Joint*
- Department/Office of Posting: *Wildlife Warden Rajahmundry - Panchayats*
- Mobile No.: *946 946 7777*
- E-mail: *officem@rajahmundry.com*
- Mobile Number: *Rajahmundry*
- Date of report: *25/26/27/28/29/30, November 2019*

B) LOCATIONAL DETAILS OF PANCHAYAT

- Name of the Panchayat: *Gurukula*
- Local Government Directory (LGD) code of the Panchayat: *1412004011*
 (To be sourced from Rural Development Department/By DC)
- Name of C.D Block: *Klamur*
- Name of Taluk: *Klamur*
- Name of District: *Rajahmundry*

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: *01*
- No. of hamlets in the Panchayat: *10*
- No. of households in the Panchayat: *836*
- Population (approx.) of the Panchayat: *40500*

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

S. No.	Department	Designation of the officer/official
1	Education	Asstl Grammar Teacher
2	Social welfare (ICB)	Chandabhai (Subrini)
3	Health	Ward Jami (Supervisor Plar)
4	PHE	Kelam Dm Supervisor
5	Forest	Savinder Singh Baggar
6	JPSC (PDS)	Shalini Hark J.B
7	PMGSY	Hardev Singh J.B
8	Revenue Animal Husbandry	Shakti Sh. Patwar Ward Jami Assistant etc.

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 Panchayat): Yes/No/Not applicable ☒ NA

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

iv. Facilities available in the Panchayat Raj Institutions.

N/A

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No	Yes/No	
Computer/printer	Yes/No	Yes/No	
Telephone facility	Yes/No	Yes/No	

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

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

(Visiting Officer to physically check the register)

If no. Visiting Officer to get the register prepared in his/her presence and confirm: _____

2. FUNCTIONALITY:

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

Date of last meeting held

08/11/2019

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

Date of last meeting held

8-11-2019

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 ✓

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
14 th Finance Commission	Yes/No	<i>See by Panchayat</i>	Yes/No		Yes/No
ICDS (Nutrition)	Yes/No	<i>See by Sarpanch</i>	Yes/No		Yes/No
ICDS (Honorarium)	Yes/No	<i>See by Sarpanch</i>	Yes/No		Yes/No
Mid Day Meals (MDM)	Yes/No	<i>See by Sarpanch</i>	Yes/No		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 Constituted by my presence

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 20 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 NIL No. 0 % to total

If no, reason thereof Release of funds awaited

f. Who is issuing work order for works being executed under 14th FC (100 one)

1) Sarpanch (✓)

2) BDO ()

3) Others (specify): _____

will. 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 Non-availability of funds

Also mention if it is being purchased by someone else: ICDS staff

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 (only funds are released)

If no, reason thereof _____

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 Non-availability of funds.

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

- c Whether the record on account of purchase of MDM items and 'Korimum' 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 25 m. ✓

• No of works approved 22 ✓

• No of works started 20 m. ✓

• No of works completed 15 m. ✓

• No of Job Card holders in the Panchayat 20 ✓

• No of man days generated 15 m. ✓

- 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 Lack of awareness

- ii) 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 ✓
- iii) Major challenges being faced by the Panchayat in functioning and execution of
 works

a) Whether full support and cooperation being provided by

Officer	Department	Response	Remarks
BDO	RDD	Yes/No ✓	
VLW	RDD	Yes/No ✓	
JE	RDD	Yes/No ✓	
CDPO	Social Welfare	Yes/No ✓	
TSWO	Social Welfare	Yes/No ✓	
Anganwadi Supervisor	Social Welfare	Yes/No ✓	
Headmaster/Principal/ZEO	School Education	Yes/No ✓	
I/c MDM	School Education	Yes/No ✓	
BMO	Health	Yes/No ✓	
Tehsildar/Naib-Tehsildar	Revenue	Yes/No ✓	
Patwar	Revenue	Yes/No ✓	
Agriculture Extension Official	Agriculture	Yes/No ✓	
Horticulture Extension Official	Horticulture	Yes/No ✓	
Village functionaries	-	Yes/No ✓	
Any other	Forbes	Yes/No ✓	

10. Is the Time budgeted for any other activity in your office of similar importance to the activities being carried out by your office?

There is expenditure by other bodies. Yes/No

If yes, where

(specify if y)

There has been no transfer of funds or staff between by other bodies. Yes/No

11. Is the preparation of confidential/secretariat work of your house by implementing staff Yes/No

12. Is the administration approved by other bodies Yes/No

If yes, how long

(specify number of days)

13. If the one not attending details of guidelines/bills of local bodies Yes/No

Any other activity, give details (as far as possible) *of good decisions or reported*

F) FOLLOW UP OF BACK TO VILLAGE (B2V)

1. Whether the continuation work of playground management/district during the visit of the officer to B2V has been completed Yes/No

If not, likely date of completion

(date)

2. Whether any other work started during Back to Village. I have been completed Yes/No *1. make some from District. It's possible*

If not, list of such works and state by when they are likely to be completed

(1)

(2)

(3)

3. Whether any funds have been released for works identified in B2V Yes/No

If yes, amount released for *to AC* for *to*

Whether work identified in B2V have been started Yes/No

1. likely date of completion *Completed* (date)

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

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) <u>✓</u> |
| b) Teachers/Ret Teachers | (Yes/No) <u>✓</u> |
| c) Anganwan Workers/Helpers | (Yes/No) <u>✓</u> |
| d) RDD staff | (Yes/No) <u>✓</u> |
| e) JE's/other engineering staff | (Yes/No) <u>✓</u> |
| f) Agriculture/Horticulture staff | (Yes/No) <u>✓</u> |
| g) Animal Husbandry/Sheep Husbandry staff | (Yes/No) <u>✓</u> |

In case any particular department has shown improvement, please specify

RDD

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

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

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

VI. Areas of major complaints brought to notice

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Electricity	PS	Yes/No	Yes, however to be electric died.
		Yes/No	
		Yes/No	

VII. Major problems confronting the people

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Water scarcity	PWF	Yes/No	✓ Supply is PWF supplied.
Waste disposal	PMGSU	Yes/No	Waste disposal is not done by PMGSU.
Health Care/Hospital	PHC & CHC	Yes/No	Sanitation & existing stand of PHC is not good.
Work Education Scheme	Education	Yes/No	Not aware of any scheme.
Library/Institutions used to be opposite school till	Education	Yes/No	Not aware of any scheme.
No disturbance	Police	Yes/No	Disturbance is not seen in the area.

G) PLANNING, EXECUTION AND TRAININGS

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDPI)

Whether the GPDPI 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 GPDPI 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 GPDPI Portal for preparation of GPDPI 2020-21. Yes/No

If no the visiting officer 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

1st Meeting Date (27.6.2019) 2nd Meeting Date ()

S No	Department	Designation	S No	Department	Designation
	Education	Ms. Gubbari	1	Education	Ms. Gubbari

2	Health	Public Health Subervisor Pannawadi	2	Health	Public Health Subervisor Pannawadi
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1 st Meeting Date (27.6.2019)			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	P&L	Prerna Patel Lawson	3	JPLC	Neloli An JE
4	P&E	Kalpana Subbarani	4	P&E	Kalpana Subbarani
5	PMSSV	Neloli Subbarani JE	5	PMSSV	Varadaraj JE
6	Revenue	Sudhakar Pattnay	6	Revenue	Sudhakar Pattnay
7	ICSS	Chandrabhan Subbarani	7	ICSS	Chandrabhan Subbarani
8	Shree Han	Raghavini M. Anand	8	Shree Han	Raghavini M. Anand
G. Application		Subbarani A/S	Application		Subbarani A/S
If no. reason thereof:			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			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:			If no. Reason thereof:		
Whether the GPDP Plans are being approved by the Gram Sabha Yes/No			Whether the GPDP Plans are being approved by the Gram Sabha Yes/No		
If no. reason thereof:			If no. reason thereof:		
Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No			Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No		
If no. reason thereof:			If no. reason thereof:		
(MLW to demonstrate the reports to the Visiting Officer)			(MLW 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 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

If yes, provide details:

No of Elected Representatives trained	Place of training	Theme of training	No of days
09	Kharas	Guidelines provided in Ppt. by in Panchayat	03

- 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)

INDIVIDUAL BENEFICIARY ORIENTED SCHEMES

Verify Effect to all appropriate number of beneficiaries covered and appropriate 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	463	63	Fresh admission	-
Scholarship for Minority students	-	-	-	-
Pension - Old Age	12	136	under process	n/d
Pension - Widow	08	-	-	-
Pension - Disability	11	-	-	-
PM Kisan Nidhi	n/d	710	Interest problem	-
Ayushman Bharat	105	4000	No interest	-
PM Jeevan Jyoti Bima Yojana	-	-	-	-
PM Suraksha Bima Yojana	-	-	-	-
PM Awas Yojana - Gramin	49	574	Not PM card	-
State Marriage Assistance Scheme	-	-	-	-

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Persons for pendency	Fresh applications submitted to visiting officer (Nos.)
NRE-GA Job Card	713	-	-	-
Ladli Beti	-	-	-	-
Swachh Bharat Mission- Individual Household Toilets	24	598	paid 9 fruits	-
PM Ujjwala Yojana	55	598	non-availability of Adhar Cards	-
Ujala	52	722	- do -	-
Jandhan Account	365	1665	- do -	-
PM Matru Vandana Yojana	-	-	-	-

* 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	750	Non-availability of PIPES	50
Electricity connection	300	Non-availability of poles / transformers	30

Vegetation, etc. (c) purchase the use of services/households who need health services. (d) the use of the services of the health department and health workers.

II DOUBLING FARMERS INCOME

1. IRRIGATION

Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Valley ✓

Major sources of irrigation: Canal/Khula/Tube well/Ponds/Streams/Water harvesting / Wells/Rainfed Others (please specify) Streams & Canals ✓

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

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

iv. If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body Canals & Udhar stream 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 Canals & Udhar stream

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

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

viii. No of farmers who intend to use drip/sprinkler irrigation: Nil

ix. Any suggestions to improve irrigation facilities: None

Stream & Spring water & its supply through PPR
& Rain water harvesting structure at individual level

2. HIGH YIELDING VARIETY (HYV) SEEDS

i. Farmers using High Yielding Variety seeds: 15 (per cent) ✓

ii. Are adequate HYV seeds available in the Panchayat: Yes/No ✓

iii. If no, reasons there for: Lack of supply & storage in

the village / PPR

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without Kissan Credit Card 710 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019
07 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

Early Aadhaar and passport & APO Refundation

4. MARKETING INTERVENTIONS:

- i. How is agriculture/horticulture produce sold (tick whichever relevant):
- a) Through organized market (mandi) Nil
- b) Through un-organized market Nil
- c) Any other, please specify: Nil
- ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:
It is needed for marketing by way of APOs.
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:
NA

Subsistence crops like wheat, rice, sugarcane, etc. are grown by small farmers. A large number of farmers are engaged in dairy farming.

List 3 suggestions in order of priority which can help in increasing income of farmers/rural households

1. High yielding seed
2. Hybrid seeds
3. Irrigation facilities
4. More milk products, breeds of cows & buffaloes instead of local breeds
5. Poultry farming i.e. local breeds.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

- i. Whether Aardhaar card has been provided to all people in the Panchayat: Yes/No
If no, the number of people in the Panchayat yet to get Aardhaar card: 2060
- 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 |

any other Services & about 11 PHH to PHH

ii Number of FIRs registered in last 3 months 02

3 Are people generally satisfied by response of Police to complaints Yes/No ✓

4 Is copy of FIR given to people Yes/No ✓

5 Are people satisfied about the overall security situation in Panchayat Yes/No ✓

6 Any suggestions: no

Public perception

1 Are departmental staff available Poor/Good/Very Good/Excellent ✓

2 Are departmental staff responsive Poor/Good/Very Good/Excellent ✓

3 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
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Revenue	☒ Within 1 month ☐ More than 1 month ☐ Never	
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Social welfare	☒ Within 1 month ☐ More than 1 month ☐ Never	
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Police Station	☒ Within 1 month ☐ More than 1 month ☐ Never	
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PHE	☒ Within 1 month ☐ More than 1 month ☐ Never	
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PDD	☒ Within 1 month ☐ More than 1 month ☐ Never
Any other	☒ Within 1 month ☐ More than 1 month ☐ Never

fix

vi. Any specific observation or complaint regarding any particular department

Healthcare Dept.

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: 525

iv. Number of children in the age group of 4-14 years enrolled in the schools: 451

v. Is there any High/Higer 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: Govt. H/S Gurdara

☒ 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

GENERAL ASSUMPTIONS OF THE VISITING OFFICER

1. The visiting officer is to be a member of the staff of the

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5. The visiting officer is to be a member of the staff of the

6. The visiting officer is to be a member of the staff of the

7. The visiting officer is to be a member of the staff of the

8. Any major complaint brought to notice of the visiting officer

9. The visiting officer is to be a member of the staff of the

10. The visiting officer is to be a member of the staff of the

11. The visiting officer is to be a member of the staff of the

(ii) Overall performance of the Government

Improving public health services & basic
health services delivery
to meet various demands of all in the state.

(iii) Overall assessment of asset and suggestions

(The visiting officer to ensure that the overall assessment is not carried out in a
vacuum with appropriate suggestions)

1. Identified medicinal / Ayurveda performance
is required as an essential & also the medicinal
self sufficient in complement and with production also
industry, state is very low but a strong will prevail
around the Panchaloka to improve their livelihood.
to good extension, Gov. work by select members
need a thorough check for its quality & quantity
all its completed

Signature of the visiting officer

Name Mushtaq Hussain

(ACF)

With Rajarshi - Panchal

Hq. Rajarshi