

Government of Jammu & Kashmir

BACK to
village 2

B2V2

Governance at the Doorstep

November 29-30 -2019

Block DEVELOPMENT OFFICER NARBAL

NARBALB

Secretary Panchayat
Mosmi Panchayat
VLW Mosmi

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:

- i. Name: Syed Gulzar Ahmed
- ii. Designation: DEPO (District Education planning officer)
- iii. Department/place of posting: Education/Budgam (CEO).
- iv. Mobile No: 9419010802
- v. Email id: sgulzar820@gmail.com.
- vi. Home District: Budgam
- vii. Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: Narbal (B).
- ii. Local Government Directory (LGD) code of the Panchayat: 241446
(To be sourced from Rural Development Department/by DC)
- iii. Name of CD Block: Narbal.
- iv. Name of Tehsil: Narbal
- v. Name of District: Budgam.

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: ① Gagarpora ② Ghat ③ Narbal.
- ii. No. of hamlets in the Panchayat: nil.
- iii. No. of households in the Panchayat: 648
- iv. Population (approx.) of the Panchayat: 4000

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 ✓	
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: 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 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
14 th Finance Commission	✓ Yes/No	VLW	✓ Yes/No	373896	35 ✓ Yes/No
ICDS (Nutrition)	✓ Yes/No	Supervisor	✓ Yes/No	1,06,710/-	✓ Yes/No
ICDS (Honorarium)	✓ Yes/No	- do -	✓ Yes/No	Nil	✓ Yes/No
Mid Day Meals (MDM)	✓ Yes/No	Head of the Institution	✓ Yes/No	Nil	✓ Yes/No
Own resources of Panchayat	✓ Yes/No	VLW	✓ Yes/No	Nil	✓ 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: 4 ✓
Yes/No

If no, the visiting officer to ensure that the Committee is constituted in his/her presence and confirm: Biodiversity Committee has been constituted in presence of visiting off

vii. 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: 10 No. (36 % to total)

d. Whether Action Plan has been approved by the DDC: Yes/No ☒ Yes ☒ No

If no, reason thereof: election for DDC not conducted yet.

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

No. of works started: 02 No. (06 % 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 ☒ Yes ☐ No

If no, reason thereof: Under Decentralization of procurement of policy for nutrition is under process.

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

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

If no, reason thereof: _____

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

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 ☒ 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: Due to non-issuance of its formal order for the said scheme

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

If no, reason thereof: Due to lack of formal order

Also mention if it is being provided by someone else: School Authority

- 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 25.73 lakh

✓ No. of works approved: 06 work

✓ No. of works started: 04

✓ No of works completed: 01

✓ No of Job Card holders in the Panchayat: 244

✓ No. of man days generated: 449

- 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: Non-availability of own resources of Panchayat

- 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	Satisfactory
VLW	RDD	Yes/No	Excellent
JE	RDD	Yes/No	Excellent
CDPO	Social Welfare	Yes/No	Good
TSWO	Social Welfare	Yes/No	Good
Anganwadi Supervisor	Social Welfare	Yes/No	Very Good
Headmaster/Principal/ZEO	School Education	Yes/No	Good
I/c MDM	School Education	Yes/No	Excellent
BMO	Health	Yes/No	Good
Tehsildar/Naib-Tehsildar	Revenue	Yes/No	Excellent
Patwari	Revenue	Yes/No	Good
Agriculture Extension Official	Agriculture	Yes/No	Very Good
Horticulture Extension Official	Horticulture	Yes/No	Good
Village functionaries		Yes/No	Good
Any other. (AHTO)			Good

b) Is the Panchayat facing 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):

i. Whether the construction work of playground inaugurated/started during the visit of the officer in B2V1 has been completed: Yes/No (Non-availability of land).
If not, likely date of completion: _____ (date)

ii. Whether any other works started during Back to Village-1 have been completed: Yes/No (Work name:- Providing LT/HT poles and conductors)
If not, list of such works and date by which they are likely to be completed:

(1) It will be completed in 1.5 months as

(2) communicated by competent authority.

(3) _____

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

If yes, amount released: Rs 1.60 lakh.

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

Likely date of completion: _____ (date)

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

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/No)	Remarks:
PDD	providing LT/AT poles and conducting	No.	Under-process

- 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.

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 or camp or tour of senior officer in the Panchayat since B2V1 No.

vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
providing poles and conductors	PDD	Yes/No ✓	fundly has released, but work not done
Guaranteeing availability of drinking water	PHE	Yes/No ✓	Scherry Moh and Ghat Moh nearly dried
Macadamization of internal roads	R and B	Yes/No ✓	Internal low road nearly ready be macadamized for better connectivity

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
pending financial assistance for PMAY	RDD.	Yes/No ✓	Due to ward of IAY does beneficiaries not have instalment received as in that under IAY are not able to get the instalment in PMAY.
-		Yes/No	
		Yes/No	
		Yes/No	

PLANNING, EXECUTION AND TRAININGS:

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 (29/11/20)			2 nd Meeting Date (30/11/21)		
S. No.	Department	Designation	S. No.	Department	Designation
1	Rural Dev. Dept.	VLW, T.A, MRS, J.E.	1	Animal Husbandry Panchayat	VLW, MRS, T.A, J.E. Stock Aster
2	Agriculture	A.E.A.	2	Agriculture	A.E.A.

- 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
03	Magan	Information Technology	10

- 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	Data not available		Due to internet blockade	-
Scholarship for Minority students	— do —		— do —	-
Pension - Old Age	83	74	Funds not available.	-
Pension - Widow	18	06	— do —	-
Pension - Disability	19	10	— do —	-
PM Kissan Nidhi	241	19	Errors in the document.	-
Ayushman Bharat	610	Nil	—	-
PM Jeevan Jyoti Bima Yojana	600	Nil	Nil	Nil.
PM Suraksha Bima Yojana	408	120	Document deficiency	—
PM Awas Yojana - Grameen	07	33	Under-process	02.
State Marriage Assistance Scheme	Nil	Nil	Survey yet conducted.	

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	244	X	X	-
Ladli Beti	98	30	Under-process (forwarded to DPO)	-
Swachh Bharat Mission- Individual Household Toilets	83	Nil	Nil	-
PM Ujjwala Yojana	57	25	Under-process	-
Ujala	Data not available		Internet Blockade	-
Jandhan Account	400	Nil	Nil	-
PM Matru Vandana Yojana	40	23	Due to non-availability of internet facility	-

* 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	03	Due to unfavourable weather conditions.	Nil.
Electricity connection	Nil	Nil	Nil.

- * 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.

I) DOUBLING FARMERS INCOME:

1. IRRIGATION

- i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi ✓
- 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 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)
- v. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/no ✓
If yes, please specify: _____
- vi. Whether the Panchayat has potential for drips/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 (Nos.)
- ix. Any suggestions to improve irrigation facilities in the Panchayat:

No as there is sufficient ways of irrigation.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- i. Farmers using High Yielding Variety seeds (Approx. 80 %age)
- ii. Are adequate HYV seeds available to the farmers: Yes/No ✓
- iii. If no, reasons thereof: X

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without Kisan Credit Card 165 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019
05 Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far
15 Nos.

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

- a) Difficult process and procedures X
- b) Delay by concerned Deptt. X
- c) Delay by bank concerned X

d) Any other problem, please specify: Scale of finance is very low and farmers having marginal holdings, one reason for the farmers not availing KCC loans.

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

The scale of finance should be enhanced at par with Horticulture Deptt.

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:

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

There should be well established mandi for horticulture as well as agriculture produce, beside cold storage and processing unit should be established.

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

Setting up of the processing unit as well as cold storage for both the departments.

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

- i. Is there any scope/potential for diversification towards high value crops/fruits 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)
01.	Ultra HD apple	As there is potential diversification towards the apple fruit.	As it bears fruit within days.

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	100	30
2	Dairy units	04	20
3	Sheep Units	15	11
4	Fish Ponds	270	Nil.

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

Nil.

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

1. New breeds of the poultry should be introduced.
2. Farmers should be given live stock on the subsidy basis.
3. Feed component should also be subsidized.
4. Dairy products from live-stock should be sold in well established markets.
5. Milk processing units should be established.

J) 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: _____

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 ✓ (Due to internet
blockade).

- h) any other: _____
- iii. Number of FIRs registered in last 3 months: 01.
- 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 complaints by the departmental field functionaries:

Department	Average time taken	Remarks/details, if any
Revenue	• Within 1 month ✓ • More than 1 month • Never	
Social welfare	• Within 1 month ✓ • More than 1 month • Never	
Police Station	• Within 1 month ✓ • More than 1 month • Never	
PHE	• Within 1 month • More than 1 month ✓ • Never	It takes more than one month due to release of funds.

PDD	• 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:

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: 1890

iv. Number of children in the age group of 4-14 years enrolled in the schools: 1800

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.	① Construction of Panchayat Ghar for Narbal - B, as the land for the same is available near fisheries Do as stated by Sarpanch namely Asha Parveen.
2.	
3.	ASHA PARVEEN Sarpanch Block Narbal, Teh. Narba
4.	② Macadamization of link road tea to Ghat. Narbal (B).
5.	③ providing drinking water facis to Ghat area.
6.	④ Need of electric poles and transformers at halga Narbal-B.
7.	
II	Any major complaint brought to notice of the Visiting Officer:
	One jurisdiction should be for all the line departments.

III Overall perception of functioning of the government:

Rural Department performed number one in back to village second, in all aspects, especially Panchayat Secretary, GRS, Tech. Assistant.

IV Overall assessment of visit and suggestions:

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

The MNREGA supporting staff of RDD performed well in B2V2 and deserve to be absorbed in RDD.

Signature of the visiting officer

Name

Syed Gulam Ahmad
Syed Gulam Ahmad
Distt. Edu. Planning Officer
Budgam
B. Ushari

