

Ch:- Ramesh Singh
Syllabus Kota
**Back to
Village 2**

B2V2

Governance at the Doorstep

November 25-30, 2019



Government of India

Back to Village 2 (B2V2) - Report

Form to be filled up by the Reporting Officer
within 10 days after the day visit to the Panchayat.

A) DETAILS OF REPORTING OFFICER

- Name: YASH PAUL SHARMA
- Designation: CDPO UDHAMPUR
- Department/Office of posting: Social Welfare (Self) / ICES/ROKST UDH
- Mobile No.: 9419160173
- E-mail id: yash.sharma1982@gmail.com
- Home Office: Udhampur
- Date of visit: 25/07/2020 (25/07/2020, November 2019)

B) LOCATIONAL DETAILS OF PANCHAYAT

- Name of the Panchayat: Kala
- Local Government (G.P./M.C.) code of the Panchayat: 005038
- Pin code: 191001 (Pin code from Rural Development Department (R.D.D.))
- Name of CD Block: Ranagar
- Name of Taluk: Ranagar
- Name of District: Udhampur

C) PANCHAYAT PROFILE

- No. of inhabited villages in the Panchayat: 01
- No. of hamlets in the Panchayat: 07
- No. of households in the Panchayat: 276
- Population (approx.) of the Panchayat: 1913

B2V2/PO&MO/2019

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

S. No.	Department	Designation of the officer/official
1	Education	Teachers
2	Health	Female Multi Purpose Health Worker / Ksh. Worker
3	Agriculture	J.S.A.
4	Revenue	Patwari
5	P.M.G.S.Y.	J.E.
6	Forest	Forester
7	Animal Husbandry	Mustering orderly
8	Self	Amk

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 B.O. office has been established (in case the officer visits block Panchayat): Yes/No/Not applicable ☒

B2V2/PO&MO/2019

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

iv. Facilities available in the Panchayat 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: 23-11-2019

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

Date of last meeting held: 02-10-2019

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 ✓		Yes/No ✓	19.73	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓		Yes/No ✓	0.29	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓		Yes/No ✓		Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓		Yes/No ✓		Yes/No ✓
Own resources of Panchayat	Yes/No ✓		Yes/No ✓		Yes/No ✓
Any other Scheme, If yes, indicate name	Yes/No <u>nil</u>				

(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: 09 No. (100 % to total)

3. Integrated Action Plan has been approved by the DDC Yes/No

If no, reason thereof

4. Whether the works have been started Yes/No

No. of works started 05 No. 55.75 lakh

If no, reason thereof

5. Who is issuing work order for works being executed under 14th FC. (If any)

1) Sarpanch

2) BDO

3) Others (specify)

6. Integrated Child Development Scheme (ICDS)

a. Is the Panchayat/Sarpanch purchasing nutrition kanganat Panchayat level for use in the Anganwadi Centres of the Panchayat Yes/No

If no, reason thereof

No nutrition kit is being purchased by someone else

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

If no, reason thereof

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

If no, reason thereof

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.

B2V2PD&MD/2019

7. 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 No funds under MDM scheme has been received at Panchayat level for this small financial year

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

If no, reason thereof No funds has been received

No mention if it is being provided by someone else

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

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

8. MGNREGS

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

b. If yes,

- Funds allocated to the Panchayat Rs 64 lakh

- No. of works approved 11

- No. of works started 01

- No. of works completed nil

- No. of Job Card holders in the Panchayat 251

- No. of rural days generated 1339

c. 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 No own resource at Pgt level

B2V2PD&MD/2019

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: nil

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 ✓	
Uc MDM	School Education	Yes/No ✓	
BMO	Health	Yes/No ✓	
Tehsildar/Naib-Tehsildar	Revenue		
Patwari	Revenue	Yes/No ✓	
Agriculture Extension Officer	Agriculture	Yes/No ✓	
Horticulture Extension Officer	Horticulture	Yes/No ✓	
Village functionaries		Yes/No ✓	
Any other			

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

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

ii. Whether any other works started during Back to Village-1 have been completed: Yes/No

If not, list of such works and date by which they are likely to be completed:

(1) nil

(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)

Table 1: The first three columns are the first three columns of the data set. The fourth column is the fourth column of the data set.

Column 1	Column 2	Column 3	Column 4

Table 2: The first three columns are the first three columns of the data set. The fourth column is the fourth column of the data set.

Column 1	Column 2	Column 3	Column 4

Table 3: The first three columns are the first three columns of the data set. The fourth column is the fourth column of the data set.

Column 1	Column 2	Column 3	Column 4

Table 4: The first three columns are the first three columns of the data set. The fourth column is the fourth column of the data set.

Table 5: The first three columns are the first three columns of the data set. The fourth column is the fourth column of the data set.

Column 1	Column 2	Column 3	Column 4

Table 6: The first three columns are the first three columns of the data set. The fourth column is the fourth column of the data set.

Column 1	Column 2	Column 3	Column 4

Table 7: The first three columns are the first three columns of the data set. The fourth column is the fourth column of the data set.

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: No Plan has been prepared

- 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: Attention has been given to the concerned

- 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 (26-07-2019)			2 nd Meeting Date (02-10-2019)		
S. No.	Department	Designation	S. No.	Department	Designation
1	JCRS	ANW	1	JCRS	Supervisor
2	Health	FMPW	2	Health	FMPW

B2V2/PD&MD/2019

1 st Meeting Date (12-10-2019)			2 nd Meeting Date (22-10-2019)		
S. No.	Department	Designation	S. No.	Department	Designation
3	JCRS	Supervisor/ANW	3	JCRS	Supervisor/ANW
4	Health	FMPW	4	Health	FMPW
5	Agriculture	JSA	5	Agriculture	JSA
6	Education	Teacher	6	Education	Teacher
7	PHE	Need Based Worker	7	PHE	Need Based Worker
8	PDD	Line Man	8	PDD	Line Man

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: Due to Poor Networking
(VLW to demonstrate the reports to the Visiting Officer)

B2V2/PD&MD/2019

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GDP 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: No social audit has been conducted

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
08	Udhampur	Capacity Building & sensitization	01 + 03 days

- ii. Quality of training: Poor/Satisfactory/Very Good/Excellent.

- iii. Whether any exposure visit within J&K/outside has been conducted: Yes/No

If yes, Visiting Officer to record the experiences/views of the elected representatives about the visit: Poor/Satisfactory/Very Good/Excellent

- iv. Whether any digital literacy training has been conducted for Sarpanches: Yes/No

If yes, quality of training: Poor/Average/Good/Excellent.

- v. Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats:

a. Elected representatives : Poor/Satisfactory/Good/Excellent

b. General Public : Poor/Satisfactory/Good/Excellent

(Visiting officer to read out the schemes from the pamphlet available)

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

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

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for SC/ST/OBC students	150	Nil	—	Nil
Scholarship for Minority students	44	Nil	—	Nil
Pension - Old Age	44	76	No representative of old age group found	Nil
Pension - Widow	16	22	—do—	Nil
Pension - Disability	76	0	—	Nil
PM Kisan Nidhi				—
Ayushman Bharat	500	0	—	—
PM Jeevan Jyoti Bima Yojana	0	0	—	—
PM Suraksha Bima Yojana	0	0	—	—
PM Awas Yojana - Gramin	39	52		15
State Marriage Assistance Scheme	0	20		Nil

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	251	10	No document Submit	0
Ladli Beti	Pass Not For Issuance	-	-	-
Swachh Bharat Mission-Individual Household Toilets	276	0	-	0
PM Ujjwala Yojana	35	40	-	-
Ujala	0	0	-	0
Jandhan Account	0	500	No awareness	0
PM Matru Vandana Yojana	4	10	Pending for uploading	0

* 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	276	No funds	50
Electricity connection	30	No funds	15

B2V2/PO&MD/2019

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

1) DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi ✓
- Major sources of irrigation: Canal/Khulu/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify):
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/insufficient ✓
- Are there any un-lapped irrigation sources in the Panchayat: Yes/No ✓
 ✓ If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body: (tick as many as needed)
- Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/no ✓
 If yes, please specify
- Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No ✓
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: Nil
- No. of farmers who intend to use drip/sprinkler irrigation: 0 (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat:
 By perpetuating Constructing Check Dams.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 30 %age) ✓
- Are adequate HYV seeds available to the farmers: Yes/No ✓
- If no, reasons thereof: Lack of Awareness

B2V2/PO&MD/2019

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card 49 (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019
0 Nos.
- No. of farmers who applied for KCC Loan but not provided so far
49 Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
 - Difficult processes and procedures ☒
 - Delay by concerned Deptt. ☐
 - Delay by bank concerned ☐
 - Any other problem, please specify: _____
- Suggestions for improving the process of availing loan under KCC
By organizing KCC awareness camps

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi) ☐
 - Through un-organized market ☒
 - Any other, please specify: _____
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:
No surplus produce is available in the panchayat.
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:
By organizing awareness camps

B2V2/PD&MD/2019

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

- 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)

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	0
2	Dairy units	70	50
3	Sheep Units	90	100
4	Fish Ponds	0	0

B2V2/PD&MD/2019

iv. Suggestions for encouraging rural households/farmers to set-up new units

by Providing Milk Collection Centres

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

1.	Providing / Establishing Cattle Units in Subsidised rate
2.	Machinery and equipment for fodder production
3.	
4.	
5.	

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

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

If no, the number of people in the Panchayat yet to get Aadhaar card: 250

ii. Overall satisfaction level of the people about the ration shops: Poor/Satisfactory/Good/Excellent

Major problems/complaints with regard to ration shops:

- | | |
|--|---|
| a) Irregular opening: | Yes/No ☒ No |
| b) Inadequate stock: | Yes/No ☒ No |
| c) Overcharging: | Yes/No ☒ No |
| d) Rude behaviour of store owner: | Yes/No ☒ No |
| e) Long distance to be covered to reach the store: | Yes/No ☒ No |
| f) Non-display of rates: | Yes/No ☒ No |
| g) POS machine not working: | Yes/No ☒ No |

h) any other: _____

iii. Number of FIRs registered in last 3 months: nil

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

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

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

d) Any suggestions: _____

iv. Public perception:

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

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

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	
Social welfare	- Within 1 month - More than 1 month - Never	
Police Station	- Within 1 month - More than 1 month ☒ Never	With related to the Pensions
PHE	☒ Within 1 month - More than 1 month - Never	

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:

Nil

K) OTHERS:

- Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No
- Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No
(Visiting officer to collect a copy of the Plan)
- Number of children in the age group of 4-14 years in the Panchayat: 75
- Number of children in the age group of 4-14 years enrolled in the schools: 75
- Is there any High/Higer Secondary school with more than 40% girl students: Yes/No
- Whether RDD has provided Sanitary Napkin Vending Machines in any of the above Schools: Yes/No/Not applicable
 - ✓ If yes, details of schools: _____
 - ✓ If yes, whether the machine is functional: Yes/No
- Whether RDD has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable
 - ✓ 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.	Improvement of Road Connectivity
2.	Placement of Wooden Pole into Iron pole for providing electricity
3.	100% coverage of Tap water
4.	Constructions of Play grounds & boundary wall
5.	Upgradation of PHC
6.	Construction of PHC building
7.	Providing furniture & fixtures to the Panchayat office
II	Any major complaint brought to notice of the Visiting Officer:
	<u>Nil</u>

III	Overall perception of functioning of the government:
	Excellent
IV	Overall assessment of visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	Demands quoted in Page 31 has been raised out and recorded after passing resolution in the gram Sabha. Concerned Deptt. may be intimated to solve these grievances.


 Signature of the visiting officer
 Name Yash Paul Sharma