



Back to Village 2

B2V2

Xaroo

Governance at the Doorstep

November 25-30, 2019

Government of Jammu & Kashmir

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: *BASHIR AHMAD MALA*
- ii. Designation: *PRINCIPAL*
- iii. Department/place of posting: *Govt. BHSS Langate*
- iv. Mobile No: *9469344429*
- v. Email id: *Edu-bashir@gmail.com*
- vi. Home District: *Kupwara*
- vii. Dates of visit: *25/26/27/28/29/30, November 2019*

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: *Yaroo*
- ii. Local Government Directory (LGD) code of the Panchayat: *239403*
(To be sourced from Rural Development Department/by DC)
- iii. Name of CD Block: *Langate*
- iv. Name of Tehsil: *Langate*
- v. Name of District: *Kupwara*

C) PANCHAYAT PROFILE:

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

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

S. No.	Department	Designation of the officer/official
1	RDD	MPN, GRS
2	ICDS	Supervisor
3	Education	Teacher
4	Forest	Forester
5	R & B	Supervisor
6	Social welfare	Craft Assistant
7	Agriculture	Agriculture Assistant
8	Health	FM PHW

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

i. Whether Panchayat Ghar is available in the Panchayat: Yes/No/under construction ✓

If yes, whether functioning in: Own building/Other government building/Private building

If no, whether land is available for construction of the Panchayat Ghar: Yes/No ✓

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

ii. 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. 07 = 08 = 2019

ii. Whether Gram Sabha meeting is being held regularly on quarterly basis. Yes/No
Date of last meeting held. 07 = 07 = 2019

iii. Whether the Kargai 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 ✓

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v. Bank Account Opening and receipt of funds

Name of the Scheme	Separate bank account opened	Original signature other than Sarpanch	Funds received	Balance in the account as on date (Rs. in 3rd)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No ✓		Yes/No ✓	2467766.83	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓		Yes/No ✓	50000 =	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓		Yes/No ✓	N/A	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓		Yes/No ✓	N/A	Yes/No ✓
Own resources of Panchayat	Yes/No ✓		Yes/No ✓	N/A	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 2018-20 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. 6 No. 500 % (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: 50 (if total)

If no, reason thereof: _____

f. Who is issuing work order for works? (Name of the officer in charge of the work)

1) Sarpanch

2) BDO

3) Other (Specify): Assistant

viii. Integrated Child Development Scheme (ICDS)

a. Is the Panchayat Sarpanch providing nutrition items at Panchayat level for use in the Anganwad Centres of the Panchayat? Yes/No

If no, reason thereof: Sarpanch & Panchayat not elected

Also mention if it is being provided by someone else: No

b. Is nutrition being provided to Anganwad Centres in the Panchayat? Yes/No

If no, reason thereof: Sarpanch & Panchayat not elected

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)

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ix. Mid Day Meal (MDM) Scheme

a. Whether Panchayat Sarpanch is providing nutrition items at Panchayat level for serving Mid Day meal in the school? Yes/No

If no, reason thereof: Full data if is provided by 250

b. Whether the Panchayat Sarpanch is providing Mid Day meal to all children in the Panchayat? Yes/No

If no, reason thereof: It is provided by 250

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

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

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

x. MCNREGA:

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

b. If yes,

✓ Funds allocated to the Panchayat Rs. 33 lakh

✓ No. of works approved: 26

✓ No. of works started: Nil

✓ No. of works completed: Nil

✓ No. of Job Card holders in the Panchayat: 238

✓ No. of man days generated: 4500

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: Funds not available

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ix. 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

x. Major charges being raised by the Panchayat in functioning and execution of works.

a) Whether support and cooperation being provided by:

Officer	Department	Response	Remarks
BDO	RDO	Yes/No	
VLV	RDO	Yes/No	
E	RDO	Yes/No	
CCPO	Social Welfare	Yes/No	
TSMO	Social Welfare	Yes/No	
Anganwad Supervisor	Social Welfare	Yes/No	
Headmaster/Principal/ZEO	School Education	Yes/No	
UC NDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Nabab Tehsildar	Revenue		
Patwar	Revenue	Yes/No	
Agriculture Extension Officer	Agriculture	Yes/No	
Horticulture Extension Officer	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other		Yes/No	

b) Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries for other schemes.

✓ Non co-operation by officials Yes/No

If yes, who: (specify)

✓ Non disclosure of funds, availability of resources by officials Yes/No

✓ Delay in preparation of estimates or financial sanctions by engineering staff Yes/No

✓ Delay in administrative approval by officials Yes/No

If yes, how long: (specify number of days)

✓ Officers not sharing details of guidelines/issuances of beneficiary status 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: 24/03/2019 (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) Nil

(3) Nil

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)

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:
RDD	cto public Park with fencing at Bani Bagan, Bani Bagan, Bani Bagan	No	Due to public park work not taken up yet
RDD	cto fencing work at Bani Bagan	No	
RDD	cto 2nd water supply system at Bani Bagan		
RDD	cto 2nd water supply system at Bani Bagan		
RDD	cto 2nd water supply system at Bani Bagan		
RDD	cto 2nd water supply system at Bani Bagan		

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) Anganwadi Workers/Helpers (Yes/No) ☒
- d) RDD staff (Yes/No) ☒
- e) JE/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:

100% improvement in RDD staff

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: Nil

vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Major area of complaint made during B2V1			
Major area of complaint made during B2V1			
Major area of complaint made during B2V1			
Major area of complaint made during B2V1			
Major area of complaint made during B2V1			

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Major problem highlighted during B2V1			
Major problem highlighted during B2V1			
Major problem highlighted during B2V1			
Major problem highlighted during B2V1			
Major problem highlighted during B2V1			

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: This Panchayat was not included in GPDP.

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:

Not known.

iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Char 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 ()		2 nd Meeting Date ()	
S. No.	Department	S. No.	Department
1	RDP	1	RDP
	MPW Sec/Pvt.		MPW Sec/Pvt.
2	ICDS	2	ICDS
	Supervisor		Supervisor

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1 st Meeting Date ()		2 nd Meeting Date ()	
S. No.	Department	S. No.	Department
3	Education	3	Education
	Teacher		Teacher
4	Forest	4	Forest
	Forester		Forester
5	R & B	5	R & B
	Supervisor		Supervisor
6	Fisheries	6	Fisheries
	Assistant Officer		Assistant Officer
7	Social Welfare	7	Social Welfare
	Craft Assistant		Craft Assistant
8	Health	8	Health
	Programs		Programs

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: _____

(NLW to demonstrate the reports to the Visiting Officer)

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- Whether the critical gaps identified in the Panchayat during Mission Anyodaya Survey 2019 are being bridged while preparing GPDP plan for 2020-21. Yes/No. If no, reason thereof.

2. SOCIAL AUDIT:

- Whether the details with regard to the schemes being implemented by the Gram Panchayat are placed before the Gram Sabha on quarterly basis for carrying out audit. Yes/No. If no, reason thereof.
- Is the Social Audit Committee formed in B2V1 conducting social audit. Yes/No. If no, reason thereof.
- Whether the issues raised during the audit are being redressed by the Gram Panchayat. Yes/No. If no, reason thereof.

3. CAPACITY BUILDING & TRAININGS:

- 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
NIP	NIP	NIP	NIP

- Quality of training Poor/Satisfactory/Very Good/Excellent.
- 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.
- Whether any digital literacy training has been conducted for Sarpanches. Yes/No. If yes, quality of training. Poor/Average/Good/Excellent.
- Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats.
- Elected representatives: Poor/Satisfactory/Good/Excellent.
- General Public: Poor/Satisfactory/Good/Excellent.
- Visiting officer to read out the schemes from the pamphlet available.

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H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

1. 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	NIP	NIP	NIP	—
Scholarship for Minority students	100	NIP	—	03
Pension - Old Age	80	NIP	—	NIP
Pension - Widow	07	02	insufficient documents	—
Pension - Disability	235	10	App. No. not available	—
PM Kisan Nidhi	NIP	—	—	—
Ayushman Bharat	NIP	—	—	—
PM Jaeevan Jyoti Bima Yojana	NIP	—	—	—
PM Suraksha Bima Yojana	NIP	—	—	—
PM Awas Yojana - Gramin	NIP	—	—	—
State Marriage Assistance Scheme	NIP	—	—	—

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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	263	Nil	Nil	Nil
Ladli Beti	Nil	-	-	-
Swachh Bharat Mission- Individual Household Toilets	218	90	Funds not available	-
PM Ujjwala Yojana	Nil	-	-	-
Ujala	Nil	-	-	-
Jandhan Account	Nil	-	-	-
PM Matsru Vandana Yojana	Nil	-	-	-

* 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	Nil		
Electricity connection	Nil		

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* Visiting officer to enclose the list of individual households who need high 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/Khula/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: _____)

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 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: _____ (Nos.)

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

= Improvement of kuls =

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx. 60% coverage)

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

iii. If no, reasons thereof: _____

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3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kissan Credit Card 30 (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019 02 Nos.
- No. of farmers who applied for KCC Loan but not provided so far N/A Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
 - Difficult processes and procedures
 - Delay by concerned Dept.
 - Delay by bank concerned
 - Any other problem, please specify

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

To use the bank facilities

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:

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

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5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT:

- Is there any scope/potential for diversification towards high value crops/fruit in the Panchayat: Yes/No

✓ If yes, please specify

Sr. No	Non- remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)

6. INCREASING LIVESTOCK PRODUCTION:

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

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	N/A	N/A
2	Dairy units	N/A	03
3	Sheep Units	N/A	01
4	Fish Ponds	01	02

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

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

1.	
2.	
3.	
4.	
5.	

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: 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-availability of rations: Yes/No ✓
- g) FOS machine not working: Yes/No ✓

n) any other:

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

- 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	
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	

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: _____

K) OTHERS:

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

ii. Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No ☒ Yes
(Visiting officer to collect a copy of the Plan)

iii. Number of children in the age group of 4-14 years in the Panchayat: 400

iv. Number of children in the age group of 4-14 years enrolled in the schools: 150

v. Is there any High/Middle Secondary school with more than 40% girl students: Yes/No ☒ 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

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L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

Urgent public requirements in order of priority (Max. 07)	
1.	Drinking water facilities via water bore well / tubewell / filtration facilities.
2.	(50) electric poles with 22 Transformer for ward no 07101 and 02.
3.	Upgradation of MP to HP line
4.	Building for family welfare centre.
5.	opening of 3 no. Anganwadi centres
6.	Improvement of drinking water system.
7.	Establishment of Handicraft centre
II	Any major complaint brought to notice of the Visiting Officer:
	Non-availability of drinking water as well as dumping site for waste management. Installation of 2 no wells at ward No. 07 near the house of M. S. K. Ahmed Khajur and Khajur M. S. K.

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III Overall perception of functioning of the government:

Good

IV Overall assessment of visit and suggestions:

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

very fantastic exercise
People are highly satisfied,
and enthusiastic

Signature of the visiting officer

Name

B-A Mally