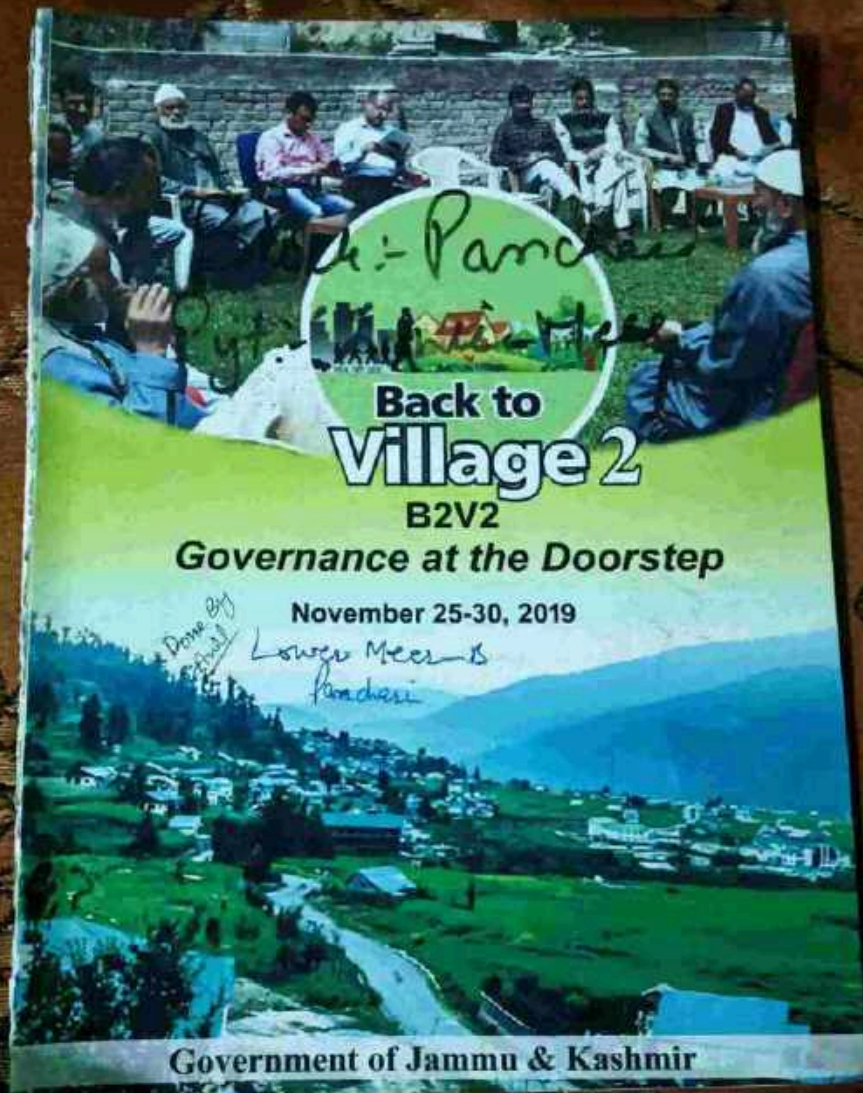




General Instructions for the Visiting Officer Back to Village 2 (B2V2)

- i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.
- ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.
- iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focused programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. She/he must also be familiar with 14th FC, MDM and ICDS (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GPDP) and also ensure the constitution of various committees including Panchayat Biodiversity Committee.
- v. He/she shall hold detailed deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.
- vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.
- vii. The officer should assess the level of functionality of the Panchayat, infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold detailed meetings with Panchayat members and also officials.

- vi. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwad Centres etc. as possible. He should also inspect at least some of the works carried out being carried out under various schemes like 14th FC, MAREGA and other government programmes. In case, there is a languishing project in the village, the officer should certainly inspect the same and record its progress.
- vii. In addition to all other activities that the visiting officer will carry out, he/she should lay special emphasis on 100% enrolment of school children (age 4-14 years), 100% coverage of PM-Kisan, Aayushman Bharat and 100% coverage of all beneficiary oriented schemes including pensions and scholarships. He/she should also try to understand how various government programmes can be better used for doubling rural incomes and emerging micro-enterprises and village industries.
- viii. The visiting officer shall refrain himself/herself from giving or offering any commitment on behalf of the government.
- ix. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensual view emerging from his interactions in the village.
- x. The report of the visiting officer shall be submitted both physically and electronically in the pre-specified format. The officer should exercise all care and objectivity while filling up the same.
- xi. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner and his/her team and deposit the B2V2 booklet and any other facts/applications/grievances that may have been handed over to him/her during the visit.

Suggested Activity Schedule for the Visiting Officer

Pre and Post Visit Activities

- Meeting with the Deputy Commissioner for collection of documents and briefing regarding the visit before going to the Panchayat.
- Debriefing meeting with the Deputy Commissioner and submission of one copy of the filled in booklet and other papers before leaving the district.

Day 1

- Arrive at the Panchayat by 10 A.M. (capture picture)
- Attend the Gram Sabha:
 1. Read out the charter of Fundamental Duties.
 2. Discuss B2V1 report card, critical gap analysis report and obtain feedback on follow up of B2V1 activities.
 3. Unveil the GPCR booklet in the Gram Sabha.
 4. Get the resolution for approval of GPCR and MAREGA passed in the Gram Sabha.
 5. Distribute the 14th FC plan booklet in the Gram Sabha.
 6. Inspect the four page books- 14th FC, MDM, ICDS, Orl. Resources.
 7. Check the purchase receipt register for MDM and ICDS.
 8. Distribute the information flyers on Individual Beneficiary Based Schemes.
 9. Fill up three columns of the B2V2 booklet which require Gram Sabha responses.
 10. Distribute guidelines of government schemes which can help to boost rural incomes e.g. Backyard Poultry, Dairy Entrepreneurship Scheme etc.
 11. Get the Panchayat Biodiversity Committee constituted if not already constituted through a Panchayat (not Gram Sabha) resolution. The terms for the resolution will be made available by the district administration.
 12. Check Panchayat Asset register and Infrastructure register. If the same is not available, the officer will get it prepared.

B2V2/PD&MC/2019

Collect copy of Panchayat House Collection and Disposal plan.

Get scheme-wise list of individuals who are desirous of accessing individual beneficiary oriented schemes but have not applied so far.

Collect any complaints/grievance that people may have, especially with regard to non-sanctioning of benefits under individual beneficiary oriented schemes.

Get list of households without piped water/biotoilet connection.

Day 1 Afternoon:

- Visit local school, health institutions, AYDCs, government assets, bariis, water bodies, kutawal, electric station, important private enterprise.
- Visit other villages in the Panchayat.
- Evening informal interaction with PRI representatives, frontline government functionaries and prominent citizens to discuss and deliberate upon the core problems/issues being faced by the locals of the Gram Panchayat and ways to promote rural economy, and encourage village micro industries.
- Capture evening interaction picture by 6.00 P.M.

Day 2:

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members:
 - Get various self-help portfolios assigned to the panches by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - Inspect the Kargal register and make the Panchayat members aware about the requirement of monthly meetings as per the Act.
 - Check the signed signatures of Sarpanch/Panchayat Secretary/Administrator.Assess the functionality of Panchayats and discuss the difficulties being faced by the Panchayat in carrying out its functions and development works.
- Formal interaction with:
 - Frontline government functionaries: (Doctor/Teacher/Palwal/Agarwal/Workers/ASHAs/ANMs/VN/PDS storekeeper/representatives of PHE, PDD, PWD, Agriculture, Animal Health, Horticulture etc.)
 - Social activists/NGOs
 - Prominent citizens/retired teachers/Govt. employees/retired officers etc.

Day 2 Afternoon:

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

Back to Village 7 (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:

- Name: VIJAY KUMAR
- Designation: FUNCTIONAL MANAGER
- Department/Place of posting: Industries & Commerce Deptt/DIC Udhampur
- Mobile No: 9596839999
- Email id: vijaykumar.kk2001@gmail.com
- Home District: JAMMU
- Date of visit: 25/06/27/08/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Lower Meer-B
- Local Government Directory (LGD) code of the Panchayat: 240360
(To be sourced from Rural Development Department by DC)
- Name of CD Block: PANCHARI
- Name of Tehsil: PANCHARI
- Name of District: Udhampur

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 01
- No. of hamlets in the Panchayat: 07
- No. of Households in the Panchayat: 427
- Population (approx.) of the Panchayat: 1541 (census 2011)

B2V2/PD&MD/2019

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

S. No.	Department	Designation of the officer/official
1	RDD	SUREET SIMLA (BES)
2	ICDS	RITA DEVI (Anganwadi worker)
3	PHE	Krishna Lal (Assistant Engineer)
4	Health	Roshni Devi (FMPHS)
5	Agriculture	Ripu Sharma (AEO)
6	Forest	Rajinder Singh (Forester)
7		
8		

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Office 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 Office? ☒
- Whether the BDO office has been established (in case the office visits other Panchayat)? Yes/No/Not applicable

B2V2/PD&MD/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 ✓	Chair, table & one Ahmed
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: 25.11.2019

- 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 usage of funds:

Name of the Scheme	Sarpanch/Secretary has been opened	Official stamping of the Sarpanch	Funds released	Balance in the account as on date (Rs. in Lakhs)	Whether all bank bills have been made
14 th Finance Commission	Yes/No ✓	Secretary Panchayat	Yes/No ✓	1957.44	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	Supervisor	Yes/No ✓		Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	Supervisor	Yes/No ✓		Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	—	Yes/No ✓	—	Yes/No ✓
Own resources of Panchayat	Yes/No ✓	Secretary Panchayat	Yes/No ✓	1567.57	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 2019-25 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: 5 No. (153 to total)

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

If no, reason thereof: 2016-17 and 2017-18 are approved but 2018-19 and 2019-20 are yet to be approved.

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

No. of works started: 3 No. (60 % 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): _____

vii. Integrated Child Development Scheme (ICDS):

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

If no, reason thereof: Funds yet to be received

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

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

If no, reason thereof: Funds yet to be received

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: Account in the name of Sarpanch are yet to be opened

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

If no, reason thereof: Account in the name of Sarpanch is yet to be opened. It is being provided by someone else: TEO Panchayat

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. MGNREGS:

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

b. If yes:

✓ Funds allocated to the Panchayat: Rs 1447 lakhs

✓ No. of works approved: 12

✓ No. of works started: 02

✓ No. of works completed: nd

✓ No. of Job Card holders in the Panchayat: 308

✓ No. of man days generated: 150

xi. Whether the Action Plan for funds on account of Dem. Resources of the Panchayat is being prepared: Yes/No

If yes, whether approved by the Gram Sabha: Yes/No

If no, reason thereof: Panchayat have no source of revenue

B2V2/PD&MD/2019

- xi. 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

xii. Major challenges being faced by the Panchayat in functioning and execution of works: Non availability of funds

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	
DOFO	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	NO	
Patwari	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other			

B2V2/PD&MD/2019

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? Higher officials of Panchayat (specify)
- ✓ Non disclosure of funds available/schemes by officials. Yes/No
- ✓ Delay in preparation of estimates/technical tenders by engineering staff. Yes/No (13 Panchayat has one JE)
- ✓ Delay in administrative approval by officials. Yes/No
- ✓ If yes, how long? Three months (specify number of days)
- ✓ Officers not sharing details of guidelines/policies of beneficiaries. Yes/No
- ✓ Any other difficulty, give details: 13 Panchayat has only one JE and very little technical staff

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) No work started & even no DPR was prepared
- (2) No work started and even no DPR was prepared
- (3) No work started and even no DPR prepared

4. 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)

B2V2/PD&MD/2019

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	Construction of Sabal building at Kaitigalla	No	in progress
RDD	Playground at Ms Kothilau	No	in progress
RDD	Tide work at Panchayat lake	No	in progress
RDD	Land development in ward 5 Panch	No	in progress

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) 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:

RDD, Agriculture, Forest, ICDS, Medical

Any department whose staff is absent most of the time: Fisheries & Panchayats

Any department whose officers/officials has not visited the Panchayat even once since B2V1: PMGSY, PWD, PHE, PDS

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

vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Sanitisation of Revenue department especially Patwari	Revenue	Yes/No ✓	One man Panchayat due to shortage of Patwari
Revenue Corruption in RDD	RDD	Yes/No ✓	Bills are paid only after delay
PWD not maintaining Roads	PWD	Yes/No ✓	Roads are not maintained

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Services related to land	Revenue	Yes/No ✓	
Corruption in MGNREGS & other works	RDD	Yes/No ✓	
Lack of electric poles	PDD	Yes/No ✓	
Lack of water supply pipes	PHE	Yes/No ✓	
Lack of school Buildings	Education	Yes/No ✓	

G: PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

- i. Whether the GPDP for the schemes uplinked to the Gram Panchayats have been prepared for the year 2015-20: Yes/No

If no, reason thereof: _____

- ii. Whether the schemes and activities approved under GPDP for 2010-20 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: Internal resources of Panchayats are very low.

- iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Ghor 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	Designation	S. No.	Department	Designation
1	RDD	GRS (VLW)	1	RDD	GRS
2	Agriculture	AEA	2	Agriculture	AEA

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	ICDS	Anganwadi worker	3	ICDS	Anganwadi worker
4	Health	FM PHW	4	Health	FM PHW
5	PHE	Unman	5	PHE	Unman
6	RDD	Secondary Asst, GRS, TA	6	RDD	Sec Asst, GRS, TA
7	Forest	Forest Guard	7	Forest	Forest Guard
8	Agriculture	AEA	8	Agriculture	AEA

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 submitted through Plan Portal: Yes/No

If no, reason thereof: _____

(VLW 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 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: _____

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
8	Udyanpur BDO Office, Panchayat BDO Office	Awareness of Panchayati Raj System	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)

B2V2/PD&MD/2019

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES

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

Schemes/Schemes	Beneficiaries covered (Nos.)	Pendency (Applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted for visiting officer (Nos.)
Scholarship for SC/ST/OBC students	0	200	# Valid category students not listed by department	nil
Scholarship for Minority students	0	-	-	-
Pension - Old Age	59	32	Documents are not complete	nil
Pension - Widow	31	08	Documents are not complete	nil
Pension - Disability	21	03	Funds not available	nil
PM Kisan Nidhi	251	15	Apparel Pending	nil
Ayushman Bharat	116	02	One beneficiary not listed	nil
PM Jeevan Jyoti Bharat Yojana	-	-	-	-
PM Suraksha Bima Yojana	-	-	-	-
PM Awas Yojana - Gramin	206	203	Most list not updated on the portal	nil
State Marriage Assistance Scheme	0	30	BPL cards not issued yet. 30% not considered	nil

B2V2/PD&MD/2019

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (sanctioned but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	302	—	—	—
Ladli Beti	—	—	—	—
Swachh Bharat Mission-Individual Household Toilets	268	—	—	—
PM Ujjwala Yojana	220	—	—	—
Ujala	0	0	0	0
Jandhan Account	115	0	—	—
PM Matri Vandana Yojana	26	05	Shortage of Documents	—

* 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	0	0	0
Electricity connection	150	Poles not available	150

* Visiting officer to enclose the list of irregular households who have been sanctioned. Except as and when any applications are received at district headquarter.

II. DOUBLING FARMERS INCOME

1. IRRIGATION

- Topography of the Panchayat: Semi-hilly to Plain Area
- Major sources of irrigation: Canals, Wells, Tube wells, Ponds, Springs, Water harvesting Tanks, Hand-dug Wells (please specify):
- Status of adequacy of irrigation facility in the Panchayat: Sufficient
- Are there any unexploited irrigation sources in the Panchayat: Yes
 If yes, please specify: Canal, Ground Water, Stream, Lake, Spring, Ponds, other water body as many as needed.
- Is there any area which can be developed by way of water conservation / measures for irrigation purposes: Yes
 If yes, please specify: Exhibition of Ponds
- Whether the Panchayat has potential for groundwater irrigation: Yes
- No. of farmers who are dependent on irrigation in the Panchayat: nil
- No. of farmers who intend to use groundwater irrigation: 06 (nos.)
- Any suggestions to improve irrigation facilities in the Panchayat:
By making bar canals

2. HIGH YIELDING VARIETY (HYV) SEEDS

- Farmers using high yielding variety seeds (Approx): 35 (nos.)
- Are adequate HYV seeds available to the farmers: Yes
- If no, reasons thereof:

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card 223 (Hus)
- No. of farmers who have availed loan facility through KCC during 2019 132 Nos.
- No. of farmers who applied for KCC Loan but not provided so far 99 Nos.
- Problems being faced by farmers in availing KCC loan (tick whichever relevant):
 - Difficult procedures and guidelines ☒
 - Delay by concerned Deptt. ☒
 - Delay by bank concerned ☒
 - Any other problem, please specify: Bank does not guarantee of govt. employees

- Suggestions for improving the process of availing loan under KCC:

Reviewing of KCC loan should be made simple and existing documents should be applicable. No guarantor should be asked for.

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi) ☒
 - Through un-organized market ☒
 - Any other, please specify: Unorganized market
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:

It requires an Industrial Food Park as constituted by Industries and common uplift.
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

Common Processing centre near to Pvt.

SVZ/PO&MO/0019

5. DIVERSIFICATION TO HIGH VALUE CROPS/HECT:

- Is there any untapped potential for diversification towards high value crops/activities in the Panchayat. Yes/No

✓ If yes, please specify:

Sr. No.	Non-traditional crops/activities	Potential for diversification towards the crop/fruit	Remarks (if any)
	<u>Traditionally grain crops</u>	<u>Diversification should be made by promoting mushroom like crops</u>	

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Dairy Husbandry Department, Post/Self-Help Group/Coop Societies
- Status of households/farmers engaged with Animal/Dairy Husbandry Sector and those intended 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	0	0
3	Sheep Units	0	0
4	Fish Ponds	0	0

SVZ/PO&MO/0019

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

Govt should encourage these economic activities by providing subsidies

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

1. Subsidies for dairy, sheep, goats etc
2. Training for food processing
3. Facility of Cold storage.
4. Training for Mushroom cultivation
5. High yielding variety fruit plants

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: 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 ☒ |
| 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 ☒ |

h) any other teachup in this village

iii. Number of FIRs registered in last 3 months: 11/5

- a) Are people generally satisfied by response of Police to complaints? ☒
- b) Is copy of FIR given to people? ☒
- c) Are people satisfied about the overall security situation in Panchayat? ☒
- d) Any suggestions: More transport required

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/Additional, if any
Revenue	☒ Within 1 month ☐ More than 1 month ☐ Never	<u>affordable and to be noted</u>
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: PMGSY, PWD, PDD, Revenue etc

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: 300
- Number of children in the age group of 4-14 years enrolled in the schools: 300
- 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

B2V2/PO&MD/2019

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

Urgent public requirements in order of priority (Plan, CT)	
1	Kaithgalli to Koudi Road, Kaithgalli - Mungu km 120 to Subcutia Bulebar (Agumochi), Kaithgalli km 200 & chell (PMGSY)
2	Janoori Road km 48 to Pisser and Andagat km 6
3	Subcutia Kothilein via HS Kothilein (PMGSY) This work is only extension of B2V2
4	Construction of foot bridge at Kouti well near base of Nallak, construction of foot bridge over river with (OWB)
5	Construction of finding electricity and water supply 1. Works by PDD and PWE
6	Construction of buildings for allopathic and ayurvedic health centre
7	Construction of Primary school building at P ¹ Chell and Chella (Information regarding construction is being)
8	Opening of branch of Department of Animal H ¹ and Sheep Husbandry
Any major complaint brought to notice of the Visiting Officer	
Non Availability of Funds for Developmental works of B2V2(1)	

B2V2/PO&MD/2019

III	Overall perception of functioning of the government
	Functioning of government official was responsive. official shoulder the responsibility. But there should be timely release of funds for developmental work.
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	Works selected in B2V(2) are same as in B2V(1) and these works have been doubted in gram sabha itself, so the government should give preference to the execution of these works. The people are feeling empowered.

Vishnu
 Signature of the visiting officer
 Name: Vijay Kumar
 Functional Manager
 DIC, Udhampur.



Pyt.
Lower Meel
Block Panchayat
240560



Back to Village-3 Panchayat

October 02-12, 2020
Governance at Peoples' Doorstep



Government of Jammu & Kashmir

08. The visiting officer shall participate in Poshan Abhiyan and Covid awareness or any other departmental activity in the Gram Sabha. He/she shall distribute the Panchayat newsletter. The proceedings of Gram Sabha shall be recorded and hand over the copy of the resolution passed to the Deputy Commissioner's office.

09. The visiting officer shall also take part in the cultural/ sports activities organized in the Panchayat and distribute sports kits, certificates, education kits, scholarship stipends, tricycles, prosthetic aids, universal health cards, Ayushman gold cards or any other distribution scheme that the district administration has arranged for.

10. The visiting officer shall also start any one water conservation work in the Panchayat. He/she shall support and facilitate in identifying economically weaker families and frame a plan for their upliftment by inter alia taking advantage of various schemes in the government. The visiting officer while filing the booklet shall make a fair assessment of functionality of the Panchayat body and the impact of and response of people to Jan Abhiyan/ Awaaz Muhim. If felt necessary, he/she can submit a separate report regarding the same to the Deputy Commissioner.

11. He/she shall also make specific effort to identify any pendency in the schemes/benefits in which 100% saturation has been targeted during Jan Abhiyan/ Awaaz Muhim and shall try to make an analysis of genuineness or otherwise of reasons for this pendency. The pendency and the reasons shall be brought to the notice of the Deputy Commissioner by the visiting officer.

12. The visiting officer shall also participate in the mega (meta)/ IEC activity of different departments, attend Mahila Sabha and Bat Sabhas, inaugurate and lay foundation stone of any works and take part in the Gna Praveesh ceremonies of houses completed under PMAY. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner/ his/her team. The officer shall deposit the B2V3 booklet and other documents as mentioned above along with any other list/ reports that he/she may submit to the DC and his/her team.

13. The visiting officer shall refrain himself/ herself giving or offering any commitment of the government and shall adopt an unbiased attitude in reporting issues. As far as possible, his/her observation should be based on a fair and analytical view emerging from his/her interaction in the village.

14. The PRI members (Sarpanchs, Panchs, BDC Chairperson) shall be kept at the forefront of all activities and given due importance and the approach should be to strengthen them and make them feel empowered. He/she shall ensure that the BDC chairperson and Sarpanch/Panch are present at the time of inauguration and ceremonies.

15. The visiting officer shall also validate the Mission Antyodaya form and merge of living survey data in the gram sabha.

16. The visiting officer shall ensure that COVID protocols are strictly followed during the visits.

Schedule for the Visiting Officer

Day 1:

- Meeting with BDC/ Panchayat members/ prominent members of Gram Panchayat.
- Visit important establishments/ institutions such as school/ PHC/ other government setup etc.
- Visit the various areas/ wards of the Panchayat and hold field Sabhas - proceedings to be recorded & signed, resolution to be handed over to DC.
- Inspect Citizen Information Boards for every work of KDSPP department with some of Sarpanch on it and also check wall painting listing all the works executed last year and current year in the Panchayat.
- Evening Chorgal - informal discussions.

Day 2: Mela/ Mega event

a) Holding of Gram Sabha:

- Discuss & pass resolution for MGNREGS plan.
- Discuss & pass resolution for 25th FC plan.
- Read out list of Awaaz beneficiaries and ensure delivery of Indegrital beneficiaries.
- Read out list of pension beneficiaries.
- Awareness about Poshan Abhiyan through Social Welfare officials.
- Awareness about COVID by health officials.
- Distribution of Panchayat Newsletter and Coffee Table Books.
- Use of Nukkad Natak, Ladli Shah, Bhund Pathe or any other local medium to disseminate public service messages or information about the activities of any department.

The proceedings of the Gram Sabha shall be recorded and signed and the resolution shall be carried back by the visiting officer to be handed over to the DC.

b) Holding of mega cultural/ social/ sports event:

- Cultural/ sports activity.
- Distribution of certificates and other documents generated/ finalized during Jan Abhiyan/ Awaaz Muhim.
- Distribution of sports kits.
- Distribution of education kits/ bags/uniforms/books/ scholarships - participation of school children.
- Activities of Social Welfare Department - distribution of tricycles/ prosthetic aids/ scholarships/ pensions.
 - Universal Health Cards/ Ayushman Card distribution
 - Start any one water conservation work.

c) Holding of Mega Meta/ IEC activities of different departments, especially those involved with individual beneficiaries:

- Extension/ information camps of Agriculture/ Horticulture
- Animal/ Sheep Husbandry
- Beti Bachao Beti Padhao activities
- Activities/ exhibitions/ information campaigns of the following departments:
 - ✓ Animal/ Sheep Husbandry
 - ✓ Agriculture
 - ✓ Horticulture
 - ✓ Handloom/ Handicrafts
 - ✓ Youth Services and Sports
 - ✓ Pisciculture
 - ✓ Any department which has subsidy or individual beneficiary scheme

d) Filling up of BzV's booklet.

Day 3:

1. Holding of Muhla Sabha/ Bal Sabha - proceedings to be recorded and signed, resolution to be handed over to DC.
2. Visits and inaugurations along with Sarpanch/ Panchay/ EDC Chairmen:
 - Launching projects
 - Projects completed in last month under 14th FC, MGNREGA, BzV or any other CSS/ Central/ State Sector scheme
 - Gita Pravesh ceremonies of houses completed under PMAY, distribution of gifts.

IMPORTANT NOTE

- a. Visiting Officer to ensure that His/She visits all works completed under BzV and inaugurates them. His/ She has to ensure that AT LEAST one new work has definitely been completed under BzV both physically and financially.
- b. Visiting Officer to ensure that AT LEAST one new work, under BzV out of priority demands is identified, foundation stone laid and started during His/Her visit.

Documents to be provided to the Visiting Officer by the DC

1. Copies of BzV's and BzV's booklets as filled in by the visiting officer in Ahar/ Howerwar, etc.
2. Two copies of BzV's booklet with basic data in fields marked with asterisk (*) already filled in.
3. Duly validated Mission Andyodhya form and ease of living survey data.
4. Developmental progress/ profile of the Gram Panchayat including:
 - Action Taken Report on issues/ demands/ complaints of BzV and BalV.
 - List of new works started/ ongoing/ completed after BzV and BalV under the following heads:
 - ✓ 14th FC
 - ✓ BzV grants
 - ✓ Convergence
 - ✓ District Plan
 - ✓ State Sector
 - ✓ Any other work
 - Any other developmental activities, whether public or private, initiated in the Gram Panchayat after BzV.
 - Any upgradation/ new sanction, including those of school/ medical facilities/ facilities of any other department, initiated/ completed after BzV.
5. Plans/ beneficiary lists:
 - MGNREGA draft plan document for the year 2021-22
 - 15th FC draft plan document for the year 2021-22
 - List of Awasar beneficiaries
 - List of pension beneficiaries
6. Lists of beneficiaries for:
 - various certificates/ benefits to be distributed by the visiting officer
 - whom Gita Pravesh ceremonies have been organised
7. Panchayat newsletter

Documents to be returned by the Visiting Officer to the DC

1. Booklet duly filled - one copy
2. Wards Sabha, Gram Sabha, Mahila Sabha and Bal Sabha resolutions
3. List of deletions from Awasar beneficiaries
4. Representations received, if any
5. MGNREGA plan passed by the Gram Sabha along with resolution
6. 15th FC plan passed by the Gram Sabha along with resolution
7. List of shortcomings noticed, if any
8. Any reports that the officer wishes to submit based on his/her observations
9. Duly filled in Mission Andyodhya form and ease of living survey data

Back to Village (B2V3)

October 02-12, 2020

Fill the form up by the Reporting Officer during the visit to the village. The form should be filled up by the Reporting Officer with the details of the village and the details of the Reporting Officer. The form should be filled up by the Reporting Officer.

A) Details of Reporting Officer:

- Name: Sagar Choudhary
- Designation: Area Director
- Department/ Place of posting: Education (Gen. Sec. & J.S. In service)
- Mobile No: 9415080297
- Email ID: sagar.choudhary@govt.in
- Home District: Bahamani
- Date of visit: 05/10/2020

B) Locational details of Panchayat:

- Name of the Panchayat: Laxmi Nagar - B.
- Local Government: District: 240360
(To be sourced from Rural Development Department/ by DC)
- Name of CD block: Panchayat (240360)
- Name of Taluk: Taluk (Panchayat)
- Name of District: Bahamani

C) Panchayat Profile:

- No. of revenue villages in the Panchayat: 01
- No. of hamlets in the Panchayat: 07
- No. of households in the Panchayat: 430
- Population (approx.) of the Panchayat: 1839

D-i) Frontline Officers/ Officials who were assigned to the Panchayat for the programme:

S. No.	Department	Name	Designation	Contact number
1	Agri.	Sh. Kishan Kumar	A.E.	941215047
2	Education	Sh. Jagdish Singh	Teacher	605077860
3	Health	Sh. Gajender Singh	Health Officer	990676480
4	P.C. & C.	Sh. Kishan Singh	Asst. Worker	941215047
5	Revenue	Sh. Gajender Singh	Asst. Worker	959504564
6	Health	Sh. Kishan Singh	Asst. Worker	880166582
7	Forest Dept.	Sh. Kishan Singh	Asst. Worker	962216030
8	Tea & L.P.D.	Sh. Kishan Singh	Asst. Worker	990676480
9	P.W.D.	Sh. Kishan Singh	Asst. Worker	959504564
10	Police	Sh. Kishan Singh	Asst. Worker	962216030
11	Public Works	Sh. Kishan Singh	Asst. Worker	990676480

D-ii) Details of absent employees vis-à-vis list furnished by the DC:

S. No.	Department	Name	Designation
1			
2			
3			
4			
5			

E) Strengthening of Gram Panchayats:

1. Infrastructure:

- i) Whether Panchayat Ghar is available in the Panchayat: Yes/ No/ Under construction
if yes, whether functioning in: Clean building/ Other government building/ Private building
If no, whether land is available for construction of Panchayat Ghar: Yes/ No

- ii) Facilities available in the Panchayat Ghar

Facility	Availability	Remarks
Furniture in Panchayat Office	Yes/ No	
Computer (portable) in Panchayat Office	Yes/ No	
Telephone in Panchayat Office	Yes/ No	
Toilet facility available in Panchayat Ghar	Yes/ No	
Drinking water available in Panchayat Ghar	Yes/ No	
Electricity available in Panchayat Ghar	Yes/ No	
Bank Branch available in the Panchayat	Yes/ No	

- iii) Whether Panchayat and Sarva Shiksha Kshetra (SSK) are working properly: Yes/ No
if yes, whether functioning in: Clean building/ Other government building/ Private building

- iv) Whether Panchayat and Sarva Shiksha Kshetra (SSK) are working properly: Yes/ No
if yes, whether functioning in: Clean building/ Other government building/ Private building

2. Functionality:

2.1. General activities:

- Are Ward Sabha meetings being held: Yes/ No
- No. of Ward Sabha meetings held since inception: 02
- No. of Gram Sabha meetings held since inception: 01
- Date of last Gram Sabha: 26.12.2020
- Are all plans approved in Gram Sabha: Yes/ No
- Is the minimum duration of 45 min. being observed in all Ward/Gram Sabha meetings: Yes/ No
- Are Ward Sabha/ Gram Sabha resolutions attached with all plans: Yes/ No
- Is the Approving Authority checking Ward Sabha/ Gram Sabha resolutions: Yes/ No
- Has Social Audit Committee been formed: Yes/ No
- Is social auditing conducted by the Committee: Yes/ No
- No. of works funded by the Social Audit Committee: 15.30 mds
- Has Panch Samiti been constituted: Yes/ No
- Has the Panch Samiti approved the Village Action Plan: Yes/ No
- No. of meetings of Panch Samiti held: 02
- Is Biodiversity Management Committee constituted: Yes/ No
- No. of BMC meetings held: 02
- Is a register of all previous works/ activities in the Panchayat being maintained: Yes/ No
- Have wall paintings of works executed for 2020-21 been done in the Panchayat: Yes/ No
- Are Panchayat activities being held in the Panchayat: Yes/ No
- What and where was the last activity held: Kumbh Mela (2020-21)
- Have Health & Family Welfare Advisory Committee (HFAC) & Village Health Sanitation & Nutrition Committee (VHSNC) been constituted under the Sarva Shiksha: Yes/ No
- No. of meetings of HFAC & VHSNC meetings held: 02
- Is the name of Sarva Shiksha Kshetra (SSK) entered in the Sarva Shiksha: Yes/ No
- Are Sarva Shiksha meetings being held in the Sarva Shiksha: Yes/ No

- ix. Whether subjects have been assigned by the Sarpanch to the Panchayat? Yes
- x. Whether grievance redressal box is installed? Yes
- xi. Are grievances received pertaining to Panchayat level? Nil
- xii. No. of grievances received at Panchayat level? Nil
- xiii. Whether the Sarpanch/ Panchayat Secretary have digital signature? Yes
- xiv. Whether all MGNREGS/ MDS payments are being made by Sarpanch through Digital Signature Certificate (DSC)? Yes
- xv. 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)	Amount of payment made by Sarpanch (since opening of account)
Lif Finance Commission	Yes/ No	Yes/ No	Yes/ No	24.77	0.50
ICDS (Nutrition)	Yes/ No	Yes/ No	Yes/ No	13391313950	19339.50
ICDS (Education)	Yes/ No	Yes/ No	Yes/ No	14188.00	5.41350
Md. Day Mada (MDM)	Yes/ No	Yes/ No	Yes/ No		
Other 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.)

2.4 Integrated Child Development Scheme (ICDS)

- i. 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: Nil
- Also mention if it is being purchased by someone else: Nil
- Is nutrition being provided to Anganwadi Centres in the Panchayat? Yes/ No
- If no, reason thereof: Nil
- Supplies incurred on procurement through Sarpanch: Rs 60689.50
- Is there any other Sarpanch paying honorarium to AMWU/ Helpline directly at Panchayat level? Yes

If no, reason thereof: Nil

- ii. Expenditure incurred on printing of Passbooks through Sarpanch: SVIS ON
- iii. Whether the report on amount of funds made or disbursed for MGNREGS is being maintained by the Panchayat? Yes/ No
- (Visiting Officer to check the register and verify the signatures of the Sarpanch on the report)

2.5 Midday Meal (MDM) Scheme

- i. Whether Panchayat/ Sarpanch is maintaining MDM in the school? Yes/ No
- If no, reason thereof: It is being handled by the Sarpanch
- ii. Expenditure incurred on Mid Day Meal/ Food items through Sarpanch: Nil
- iii. Whether the Panchayat/ Sarpanch is providing any other food items to the school? Yes/ No
- If no, reason thereof: Nil
- Also mention if it is being provided by someone else: Education Deptt. Govt. of the State
- iv. Whether the MDM account is being maintained by Sarpanch? Yes/ No
- (Visiting Officer to check the register and verify the signatures of the Sarpanch on the report)
- v. Expenditure incurred on procurement of food items through Sarpanch: Nil
- vi. Whether the MDM account is being maintained by Sarpanch? Yes/ No
- If yes, whether approved by the Gram Sabha? Yes
- If not, reason thereof: Nil

2.6 Challenges

- i. Major challenges being faced by the Panchayat in implementing and operation of MDM: Insufficient and seasonal staff maintenance not available in the Panchayat.

F) Jan Abhiyan/ Awami Muhim activities:

Notes to be filled by the District Administration before the deadline is extended to the visiting officers. Visiting officers will confirm the figures provided by the administration by conducting spot checks during their stay in the village.

1. Domicile Certificates issued *

Category	Target population *	Certificates issued during Jan Abhiyan/ Awami Muhim *	Total certificates issued till date *	Pendency (No.)	Reasons of pendency
POC Residents					
Non-POC					
ISPR					
Students					
Officials					

2. Category certificates issued *

Category	Target population *	Certificates issued during Jan Abhiyan/ Awami Muhim *	Total certificates issued till date *	Pendency (No.)	Reasons of pendency
SC					
ST					
OBC					
AJG					
RBA					

3. Revenue papers issued:

Category	Applications received *	Certificates issued during Jan Abhiyan/ Awami Muhim *	Pendency (No.)	Reasons of pendency
House/ Jamdani	10	10		
House/ Girdhari	52	46		
House/ Mithab				
Mutadars				

4. Birth/ Death/ Disability Certificates * (for period beginning from April 1, 2020)

Category	Target *	Certificates issued during Jan Abhiyan/ Awami Muhim *	Total certificates issued *	Pendency (No.)	Reasons of pendency
Birth Certificates					
Death Certificates					
Disability Certificates					

5. Adhaar seeding of Ration Card *

Category	Target	No. of ration cards Adhaar seeded	Adhaar seeding during Jan Abhiyan/ Awami Muhim	Pendency (No.)	Reasons of pendency
POC	356	356			
Non-POC					
ISPR					
Students					
Officials					

6. Health *

Scheme	Eligible Families/ Individuals *	Covered during Jan Abhiyan/ Awami Muhim *	Total covered	Pendency (No.)	Reasons of pendency
Pradhan Mantri Jan Arogya Yojana (PM-JAY)	593	60	533	43	Not covered
Pradhan Mantri Ujjwala Yojana (PMUY)	117	11	106	10	Not covered
Pradhan Mantri Kisan Samiksha Yojana (PMKS)	14	02	12	02	Not covered

7. National Social Assistance Programme (NSAP) *

Scheme	Eligible Families/ Individuals *	Covered during Jan Abhiyan/ Awami Muhim *	Total covered	Pendency (No.)	Reasons of pendency	Adhaar seeding during Jan Abhiyan/ Awami Muhim	Total Adhaar seeding
Old Age Pension							
Widow Pension							
Disability Pension							

8. Integrated Social Security Scheme (ISSS) :

Scheme	Eligible Families/ Individuals	Covered during Jan Abhiyan/ Awami Muhim *	Total covered *	Pendency (No.)	Reasons of pendency	Auditor finding during Jan Abhiyan/ Awami Muhim *	Total Auditor finding *
Old Age Pension		—	—	—	—	—	—
Assistance to Workers in Distress		—	—	—	—	—	—
Assistance to Physically Challenged Persons		—	—	—	—	—	—

9. Other Welfare Schemes :

Scheme	Eligible Families/ Individuals	Covered during Jan Abhiyan/ Awami Muhim *	Total covered *	Pendency (No.)	Reasons of pendency
PM's Matru Vandana Yojana (PMMVY)		—	—	—	—
National Family Benefit Scheme (NFBS)		—	—	—	—
PM Garib Kalyan Anna Yojana		—	—	—	—
Mission mode project for registration of construction workers		—	—	—	—

10. Scholarships to the students under various schemes :

Scheme	Target Population *	Scholarships sanctioned during Jan Abhiyan/ Awami Muhim *	Total scholarships sanctioned during the year *	Reasons of pendency
Pre-Matric for SC		—	—	—
Pre-Matric for ST		—	—	—
Pre-Matric for OBC		—	—	—
Pre-Matric for Minorities		—	—	—
Post-Matric for SC		—	—	—

Scheme	Target Population *	Scholarships sanctioned during Jan Abhiyan/ Awami Muhim *	Total scholarships sanctioned during the year *	Reasons of pendency
Post-Matric for ST		—	—	—
Post-Matric for OBC		—	—	—
Post-Matric for Minorities		—	—	—
Dr. Ambedkar EBC		—	—	—
National Merit cum Means (NMB-MS)		—	—	—
Merit cum Means Minority		—	—	—
PM's Special Scholarship for JAKPMSSTs		—	—	—
National Talent Search Scheme		—	—	—
National Scheme for Incentive to Girl Child for Secondary Education (NSIGSE)		—	—	—

11. Agriculture Schemes sanctioned during Jan Abhiyan/ Awami Muhim :

Scheme	Target Population *	Beneficiaries covered during Jan Abhiyan/ Awami Muhim *	Total beneficiaries covered *	Pendency (No.)	Reasons of pendency
PM Kisan Samman Nidhi (PM-KISAN)	253	253	253	—	—
Kisan Credit Card	305	9	236	69	—

12. Live Stock Schemes :

Scheme	Applications received *	Beneficiaries covered during Jan Abhiyan/ Awami Muhim *	Pendency (No.)	Reasons of pendency
Dairy Entrepreneurship Development Scheme	—	—	—	—
Innovative Poultry Production Programme	—	—	—	—
Integrated Development of Small Ruminants and Rabbits - Sheep Farm	9	2	9	Satisfactory as per Ministry as information given by concerned bank under NABARD 2022

13. Universal coverage Scheme *

Scheme	Total number of households	Households covered during Jan Abhiyan/ Awami Muhim	Pendency (No.)	Reasons of Pendency
JK Health Scheme				

14. School Amenities:

- No of schools in the Gram Panchayat 07
- No of schools with Ramp Facility for Children with Specific needs 05
- No of schools with drinking water facility 05
- No of schools with electrically connection 05
- No of schools with toilet facility
 - For Boys yes
 - For Girls yes
- No of schools with girl students (Girls/ Co-Ed school) 05
- No of such schools installed with Sanitary Napkin Vending Machines 01
- No of such schools installed with incinerators 01

15. Basic Services:

- No of habitations with over 250 souls 07
- No of habitations with over 250 souls in the GP without road connectivity 03
- If yes, whether these roads have been surveyed Yes/No ✓
- No of habitations with less 250 souls in the GP without fair weather road Nil
- Is there any habitation or mohalla which is yet un-electrified Yes/ No ✓

If yes, names and aprox no. of households:

- (a) ✓ (name) ✓ (households)
- (b) ✓ (name) ✓ (households)
- (c) ✓ (name) ✓ (households)

Remarks/ explanation ✓

- Total no. of households without electricity connection in the GP Nil
- Is there any habitation/ area where house/ school/ shops are used for electricity supply ✓
- If yes, details Hand No. = 09, 15, 17
- Approximate no. of wooden poles 200 poles
- Are there any areas where barbed wire is used for electric supply Yes/ No ✓
- If yes, name of the habitations Nil
- Approximate length Nil meters
- Approximately what %age of total wire length in GP is barbed wire 91%
- No of households without supplied water supply in the GP 175 Habitations

16. Pradhan Mantri Awas Yojana (PMAY):

- Cumulative Target Nil
- No of households sanctioned with verified accounts during Jan Abhiyan/ Awami Muhim Nil
- No of households to which 1st installment released during Jan Abhiyan/ Awami Muhim Nil
- No of houses completed in 2020-21 Nil
- No of houses completed during Jan Abhiyan/ Awami Muhim Nil
- No of houses under construction Nil

17. Community Sanitary Complex (CSC) Status:

- Whether CSC sanctioned in the Gram Panchayat Yes/ No ✓
- If yes, has the CSC been constructed Yes/ No ✓
- Whether the CSC is functional Yes/ No ✓
- No of CSCs taken up during Jan Abhiyan/ Awami Muhim Nil
- No of CSC completed during Jan Abhiyan/ Awami Muhim Nil
- Any issue regarding water connection and sewage disposal in CSC Nil

18. MGNREGA:

- Whether MGNREGA Plan 2020-21 has been approved Yes/ No ✓
- If yes
 - Funds allocated to the Panchayat Rs 60,00,000
 - No of works approved ✓

- c) No. of works started during Jan Abhiyan/ Awami Muhim: NIL
- d) No. of works completed during Jan Abhiyan/ Awami Muhim: NIL
- e) No. of person days generated during Jan Abhiyan/ Awami Muhim: NIL
- f) Wages due for "a" above: Rs. NIL lakh
- g) Wages paid out of "T" above: Rs. NIL lakh
- h) Any grievance related to MGNREGA: NIL

19. 14th FC Award:

- i. Allocation under 14th FC for four years: Rs. lakh
- ii. Whether Action plan prepared for all years: Yes/ No Yes
- iii. No. of works as per the Action Plan: 02
- iv. Whether approval accorded to the whole Plan by the DPC: Yes/ No Yes
- v. No. of works for which technical sanction accorded by the Xem: 02
- vi. No. of works authorized by the Hq. Panchayat: NIL
- vii. No. of works taken up during Jan Abhiyan/ Awami Muhim: NIL lakh
- viii. No. of works completed during Jan Abhiyan/ Awami Muhim: NIL lakh
- ix. Payments made during Jan Abhiyan/ Awami Muhim: Rs. NIL lakh
- x. Total expenditure on PRI/Soft as on date: Rs. NIL lakh

20. Works under Capex and CSS:

a. District Capex

S. No	Department	No. of activities/ works taken up during Jan Abhiyan/ Awami Muhim	No. of activities/ works completed during Jan Abhiyan/ Awami Muhim	Payments made during Jan Abhiyan/ Awami Muhim (Rs in lakh)	Remarks
1	RDD	—	—	—	—
2	PWD	—	—	—	—
3	Jal Shakti	—	—	—	—
4	PDD	—	—	—	—
5	Others	—	—	—	—

b. UT Capex

S. No	Department	No. of activities/ works taken up during Jan Abhiyan/ Awami Muhim	No. of activities/ works completed during Jan Abhiyan/ Awami Muhim	Payments made during Jan Abhiyan/ Awami Muhim (Rs in lakh)	Remarks
1	RDD	—	—	—	—
2	PWD	—	—	—	—
3	Jal Shakti	—	—	—	—
4	PDD	—	—	—	—
5	Others	—	—	—	—

c. Centrally Sponsored Schemes (CSS)

S. No	Schemes	No. of activities/ works taken up during Jan Abhiyan/ Awami Muhim	No. of activities/ works completed during Jan Abhiyan/ Awami Muhim	Payments made during Jan Abhiyan/ Awami Muhim (Rs in lakh)	Remarks
1	Samagra Shiksha	—	—	—	—
2	PMGSY	—	—	—	—
3	Jal Shakti Mission (PHE)	—	—	—	—
4	Jal Shakti Mission (IIFC)	—	—	—	—
5	NHM	—	—	—	—
6	Others (specify)	—	—	—	—

21. Feedback regarding service delivery during Jan Abhiyan/ Awami Muhim:

- i. No. of complaints received: NIL
- ii. No. of complaints resolved: NIL
- iii. Constraints faced in delivery of services: —

22. Others:

- i. Whether survey of all physically challenged persons requiring precast concrete and steel chairs hearing aids etc has been completed: Yes/No No
- ii. If yes, total number of beneficiaries identified in the Panchayat: NIL

G) Activities during B2V3:

DAY 1:

- i. Whether meeting held with BDC/ Panchayat members/ prominent citizens. Yes/ No ☒ Yes
- ii. No. of Panchayat Members present 08

- iii. Issues raised during the meeting

1. SLK Bank Branch at Lakes Nagar B
2. Opening of Ration Depot near Panchayat Office
3. Ambera B. Shrivastava
4. Replacement of wooden electric poles 300 approximately

- iv. Important establishments/ institutions visited: (Please tick)

1. Schools ☒
2. PHC/CHC ☒
3. Veterinary clinic ☒
4. Anganwadi centre ☒
5. PDS (ration) depot ☒
6. Any industrial establishment ☒
7. Government offices

- (a) N/A
- (b) N/A
- (c) N/A

8. Any other N/A

- v. Total number of wards in the Panchayat: 07

- vi. No. of Wards Sabha held: 02

- vii. No. of villagers present during the Ward Sabha: 200

- viii. Whether any resolution passed: Yes/ No ☒ Yes

- ix. Citizen Information Board visited: Yes/ No ☒ Yes

- x. Wall painting of works of 2019-20 inspected: Yes/ No ☒ Yes

- xi. Name of the departments whose works displayed in the paintings: N/A

2. N/A

3. N/A

4. N/A

DAY 2:

- i. Gram Sabha:

Location of Gram Sabha: Panchayat Office, Kothikol

No. of villagers present during the Gram Sabha: 200

ii. Whether resolution passed for MGNREGS Plan: Yes/ No ☒ Yes

iii. Whether resolution passed for 15th FC Plan: Yes/ No ☒ Yes

iv. Whether list of Awaaz+ beneficiaries read out: Yes/ No ☒ Yes

v. No. of ineligible beneficiaries removed: 0

vi. Whether list of pension beneficiaries read out: Yes/ No ☒ Yes

vii. Whether people made aware about the Covid-19

- Use of masks: Yes/ No ☒ Yes
- Sanitizers: Yes/ No ☒ Yes
- Social distancing: Yes/ No ☒ Yes

viii. Whether Panchayat Newsletter distributed: Yes/ No ☒ Yes

ix. Whether any mega cultural/ social/ sports event held: Yes/ No ☒ Yes

x. Details thereof: Volley Ball and Kabaddi

xi. Details of scheme benefits extended/ services distributed: N/A

xii. No. of Domicile certificates distributed: 01

xiii. No. of sports kits distributed: 01

xiv. No. of students distributed uniform/ bags/ books: N/A

- d) No. of tricycles/ prosthetic aids distributed NIL
 e) No. of scholarships distributed NIL
 f) No. of Ayushman Bharat - golden cards distributed NIL
 g) No. of J&K Health Cards distributed NIL
 g) Others NIL

Whether any water conservation work started. Yes/ No ---

Details thereof: NIL

Whether any mega event of any other department, especially those involved in individual beneficiaries like, Agriculture/ Horticulture/ Animal/ Sheep Husbandry, Handicrafts/ Handloom, Floriculture etc. held Yes No

Details thereof: ---

Whether Poshan Abhiyan activity held: Yes/ No Yes
 Brief description of the activity ---

DAY 3:

I. Mahila Sabha:

- i. Attendance 40
 ii. Resolution passed, if any Yes
 iii. Issues raised:
 1. Construction of Anganwadi building
 2. Construction of food store
 3. Demand of 500 Bunko Bunko
 4. Upgradation of PM. HS Kothibeto
 HRS panel

II. Bal Sabha:

Attendance 20
 Resolution passed, if any Yes

Issues raised:

1. Construction of playground
 2. Computer for Panchayat
 3. Demand of 700000 for Panchayat
 4. ---

III. Works completed/Inaugurated under B&V:

S. No	Name of work and Department	Cost (Rs. in lakh)	Date of completion	Inaugurated by Visiting Officer (Yes/No)	Whether financially completed and all payments made (Yes/No)
1					
2					
3					
4					
5					

Important Note: At least one work/demand as reflected in B&V/B&V to be physically and financially completed in every Panchayat and inaugurated by Visiting Officer.

IV. Other works completed/Inaugurated:

S. No	Name of work and Department	Cost (Rs. in lakh)	Date of completion	Inaugurated by Visiting Officer (Yes/No)	Whether financially completed and all payments made (Yes/No)
1	Const. of food store or a well etc. B&V	4.50		Yes	No
2					
3					
4					
5					

V. New works:

S. No	Name of work and Department	Cost (Rs. in lakh)	Whether identified under B2V1/B2V2/ Others (Please Specify)	Whether AA/TS accepted	Whether physically started	
					Yes/No	If No, Status
1						
2						
3						
4						
5						

IMPORTANT NOTE:

- New works to be identified by Gram Panchayat / Gram Sabha preferably selected out of priority works of B2V1 and B2V2
- At least one work to be identified and started - foundation stone to be laid by the Visiting Officer

VI. Griha-Pravesh of PMAY beneficiaries:

S. No	Name of the beneficiary	Gift handed over Yes/ No
1		
2		
3		
4		
5		

HI) FOLLOW UP OF BACK TO VILLAGE-1 & 2 (B2V1 & B2V2):

S. No	Particulars	Action taken	Remarks
I. Urgent Public Requirements/ Demands - B2V1			
1	Construction of Primary school building at Chell	Not	
2	Construction of Primary school building at Chell	Not	
3	Const. of building for Anganwadi Sub-centre	Not	
4	Const. of building for Anganwadi Sub-centre	Not	
5	Const. of Foot bridge at Kande Kallu	Proposed in back to village Plan - Sanctioned	
6	Completion of pending electricity works including transformers & replacement of poles & wooden poles.		
II. Urgent Public Requirements/ Demands - B2V2			
1			
2			
3			
4			
5			
6			
7			

S. No	Particulars	Action taken	Remarks #
III. Major Problems - B2V1			
1			Attention of funds not being sent to school
2			—
3			—
4			—
5			—
IV. Major Problems - B2V2			
1			Excess not attended
2			—
3			—
V. Major Complaints - B2V3			
1			Plans not approved
2			—
VI. Major Complaints - B2V4			
1			Plans not approved
2			—

Indicate whether action taken in 2019 or 2020 or during Jan Abhiyan / Awaraz Mahal.

D. GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Any major complaint brought to the notice of the Visiting Officer
	The public of Panjagat Lower House has complained that the works which are sanctioned in B2V1 and B2V2 cannot be given approval and may be taken into consideration till date. It is also complaint that not any P.W.Y.S. has been approved.
II	Major/ urgent public demands that were/were not addressed but they are being addressed so far
	1. To Bank Branch 2. Return Depot 3. Up-gradation of HS Kothikote to 4-lane 4. Animal Husbandry 5. Replacement of wooden poles 6. Tap water 7. Computer for Panjagat School
III	Overall assessment of visit and suggestions (The visiting officer to ensure that the overall assessment is recorded in writing along with concrete suggestions.)
	The programme was very appreciable and public attended the B2V3 more than 20% of total population of the Panjagat. I hereby suggest that the main work of the public should be taken into consideration on priority basis. The public is fully satisfied the B2V3 programme and other part. Signature of the Visiting Officer _____ Employment Name _____ I Thank to all Panjagat Members