



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

CHITRAGAM-A

Government of Jammu & Kashmir

3 Jammu



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:

- Name: Ch. Hassan Rasool
- Designation: District Agriculture Officer, Shopian
- Department/Place of posting: Agriculture / Shopian
- Mobile No: 9460862114
- Email id: hassanrasool1960@gmail.com
- Home District: Baramulla
- Date of visit: 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: CHITRALGAM A
- Local Government Directory (LGD) code of the Panchayat: (To be sourced from Rural Development Department/Dy DC) 234523
- Name of CD Block: CHITRALGAM
- Name of Tehsil: -do-
- Name of District: Shopian

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 01
- No. of hamlets in the Panchayat: 07
- No. of households in the Panchayat: 519
- Population (approx.) of the Panchayat: 2868

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

S. No.	Department	Designation of the officer/official
1	Revenue <u>RDD</u> <u>Revenue</u> <u>Agriculture</u>	<u>MP (Secy Pdt) MRS</u> <u>Padmari</u> <u>ASA</u>
2	<u>Small Husbandary</u> <u>irrigation</u> <u>RDD</u>	<u>Block Supervisor</u> <u>Padmari</u> <u>LMT</u>
3	<u>Health</u> <u>Youth Service</u> <u>PHE</u>	<u>EMPD</u> <u>REV</u> <u>Asst. Line Man</u>
4	<u>Floriculture</u> <u>Education</u> <u>Horticulture</u>	<u>C-L</u> <u>Head Master/Teacher</u> <u>Technician III</u>
5	<u>Animal Husbandary</u> <u>Dood control</u> <u>RDD</u> <u>Food</u>	<u>Veterinary form Asst</u> <u>supervisor</u> <u>TE</u> <u>S.K.</u>
6		
7		
8		

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat: Yes/No/Under construction
If yes, whether functioning in: Own building/Other government building/Private building
If no, whether land is available for construction of the Panchayat Ghar: Yes/No
- Whether the BDC office has been established (in case the officer visits block Panchayat): Yes/No/Not applicable

- 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: 20-11-2019
- ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No ✓
- Date of last meeting held: 24-6-2019
- iii. Whether the Karmal 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 ✓	Sec. Panchayat	Yes/No ✓	3792.782	Yes/No
ICDS (Nutrition)	Yes/No ✓	Sec. Panchayat	Yes/No ✓		Yes/No
ICDS (Honorarium)	Yes/No ✓		Yes/No		Yes/No
Mid Day Meals (MDM)	Yes/No ✓	Sec. Panchayat	Yes/No ✓		Yes/No
Own resources of Panchayat	Yes/No ✓		Yes/No ✓		Yes/No
Any other Scheme, If yes, indicate name					

(Visiting Officer to personally check the Passbook and enter the above details. He/she will also check that the bank account is in the name of the Panchayat and operated by Sarpanch.)

- vi. Whether Panchayat Biodiversity Committee has been constituted: Yes/No ✓
- If no, the visiting officer to ensure that the Committee is constituted in his/her presence and confirm: _____
- 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: 20 No. (150 % to total)

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

If no, reason thereof: _____

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

No. of works started: 10 No. (50% to total)

If no, reason thereof: due to uncertainty

f. Who is issuing work order for works being executed under 14" FC (tick one):

1) Sarpanch ☐

2) BDO ☒

3) Others (specify): _____

viii. Integrated Child Development Scheme (ICDS):

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

If no, reason thereof: _____

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

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: _____

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 purchasing items at Panchayat level for serving Mid day meal in the schools: Yes/No ☒

If no, reason thereof: _____

due to unavailability of funds

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

If no, reason thereof: _____

mid day meals is provided in school

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

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

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

x. MGNREGA:

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

b. If yes,

✓ Funds allocated to the Panchayat: Rs 34.51 lakh

✓ No. of works approved: 69

✓ No. of works started: _____

✓ No. of works completed: _____

✓ No. of Job Card holders in the Panchayat: 354 u37

✓ No. of man days generated: 585 man days

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: No Reserve available

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- xii. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No
 If no, whether subjects have been assigned in presence of the visiting officer: Yes/No

xiii. Major challenges being faced by the Panchayat in functioning and execution of works:

a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BDO	RDD	Yes/No	
VLW	RDD	Yes/No	
JE	RDD	Yes/No	
CDPO	Social Welfare	Yes/No	
TSWO	Social Welfare	Yes/No	No staff at social welfare office
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		
Patwari	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	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: uneasiness by BDO in identifying

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) construction of playground shed at Surokhand

(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)

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

Sector/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks:
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

v. Whether any improvement in attendance of following Government functionaries has been noticed after BZV1:

- 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) JCS/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:

A

Any department whose staff is absent most of the time:

Any department whose officers/officials has not visited the Panchayat even once since BZV1:

Any department which has organized any event or camp or tour of senior officer in the Panchayat since BZV1

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vi. Areas of major complaints brought to notice:

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
No staff at social welfare office.	Social welfare	Yes/No <input checked="" type="checkbox"/>	
		Yes/No	
		Yes/No	

vii. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Lack of medical facilities	Health	Yes/No <input checked="" type="checkbox"/>	
Shortage of safe drinking water	P.H.E	Yes/No <input checked="" type="checkbox"/>	
Scarcity of irrigation facilities	Irrigation	Yes/No <input checked="" type="checkbox"/>	
Lack of technical know-how about horticulture due to shortage of staff.	Horticulture	Yes/No <input checked="" type="checkbox"/>	
No road linking to orchards	Road B/RDD	Yes/No <input checked="" type="checkbox"/>	

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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 disbursement of the resources earmarked for the schemes for 2020-21 has been done by the Sectoral Officers. Yes/No

If no, reason thereof: _____

iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Ghar or at some prominent place. Yes/No

If no, the officer should get it installed and confirm: _____

v. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GPDP Portal for preparation of GPDP 2020-21. Yes/No

If no, the visiting officer to ensure that the meeting schedule is framed in his/her presence and confirm: _____

vi. Whether the frontline workers of the subjects transferred to the Gram Panchayats are participating in the scheduled Gram Sabha meetings. Yes/No

If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings:

1 st Meeting Date ()		2 nd Meeting Date ()	
S. No.	Department	S. No.	Department
1	PBB	1	PBB
2	Assistant	2	Assistant

1 st Meeting Date ()		2 nd Meeting Date ()	
S. No.	Department	S. No.	Department
3	A.1005	3	Education
4	Health	4	Special
5	Health	5	Health
6	Health	6	Health
7	Health	7	Health
8	Health	8	Health

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: _____

(VLE to demonstrate the reports to the Visiting Officer)

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GPDP plan for 2020-21: Yes/No.

If no, reason thereof: _____

2. SOCIAL AUDIT:

- i. Whether the details with regard to the schemes being implemented by the Gram Panchayats are placed before the Gram Sabha on quarterly basis for carrying out audit: Yes/No

If no, reason thereof: _____

- ii. Is the Social Audit Committee framed in BZV1 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
1		N/A	1

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

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

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

- 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	-	-	-	-
Scholarship for Minority students	-	-	-	-
Pension - Old Age	361	28	-	-
Pension - Widow	30	2	-	-
Pension - Disability	27	2	-	-
PM Kisan Nidhi	238	-	-	-
Ayushman Bharat	132	39	-	-
PM Jeevan Jyoti Bina Yojana	-	-	-	-
PM Suraksha Bima Yojana	-	-	-	-
PM Awas Yojana - Gramin	66	21	due to Non-SEC	1
State Marriage Assistance Scheme	11	55	-	-

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	437	-	-	-
Lacti Bet	-	-	-	-
Swachh Bharat Mission- Individual Household Toilets	4776 260	216	-	-
PM Ujjwala Yojana	200	300	Not available at Panchayat	-
Ujala	250	350	-	-
Jamdan Account	3364 1520	-	-	-
PM Matsy Vandana Yojana	21	5	Internet problem	-

* 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	160 116	409 Tubewell	-
Electricity connection	700	-	-

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

ii) DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Variants
- Major sources of irrigation: Canal/Khule/Tube well/Ponds/Springs/Water harvesting/Tank/Rainfed/Others (please specify):
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient
- Are there any un-tapped irrigation sources in the Panchayat: Yes/No
If yes, please specify: (Canal/Ground Water/Stream/Lake/Spring/Pond/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: Bagale, bank side
- Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: 1
- No. of farmers who intend to use drip/sprinkler irrigation: (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat: water conservation plan to be approved.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Acroox, Jey Sona)
- Are adequate HYV seeds available to the farmers: Yes/No
- If no, reasons thereof: Prepared by the Sathya project to be approved
All farming families need improvement.

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5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT:
1. Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat? Yes/No

✓ If yes, please specify:

--	--

- diversification towards the crop/fruit

7. All pass

[illegible]

3

	v	
		v

Department of Environmental Health Sciences

- those interested to set-up new units

1001

Sector	S. 1990
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[illegible]

1	Backyard Poultry	4	15
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- | | | |
|---|-------------|-----------|
| 3 | Sheep Units | 24
130 |
|---|-------------|-----------|

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

the number of subsidy scheme should be increased.

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

1.	<i>✓</i>
2.	<i>✓</i>
3.	<i>✓</i>
4.	<i>✓</i>
5.	<i>✓</i>

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: *225*

- II. Overall satisfaction level of the people about the ration shops:
Poor/Satisfaction/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: _____

- III. Number of FIRs registered in last 3 months: _____

- 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	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	<i>✓</i>
Social welfare	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	<i>✓</i>
Police Station	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	<i>✓</i>
PHE	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	<i>✓</i>

PDD	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never 	
Any other	<ul style="list-style-type: none"> • 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 (Sodimgan)

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: 2140

iv. Number of children in the age group of 4-14 years enrolled in the schools: 93 (Govt School)

v. Is there any Higher Secondary school with more than 40% girl students: Yes/No (Yes)

vi. Whether RGD 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 RGD 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:

1	Urgent public requirements in order of priority (Max. 07):
1.	Completion of widening and upgradation of main Road (Zainpaba-Bilibhaga)
2.	upgradation of Health sub-center to primary Health center.
3.	upgradation of Govt High School children to Higher Secondary
4.	Supply of safe drinking water
5.	Irrigation facilities to orchards
6.	Disposal of solid waste and its management.
7.	
ii	Any major complaint brought to notice of the Visiting Officer.
	<u>Not seen for</u>

III	Overall perception of functioning of the government:
	<p><i>Was very good</i></p>
IV	<p>Overall assessment of visit and suggestions:</p> <p><i>(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)</i></p>

[Signature]

Signature of the visiting officer

Name *G. H. Hassan Zargar*
District Agriculture Officer