

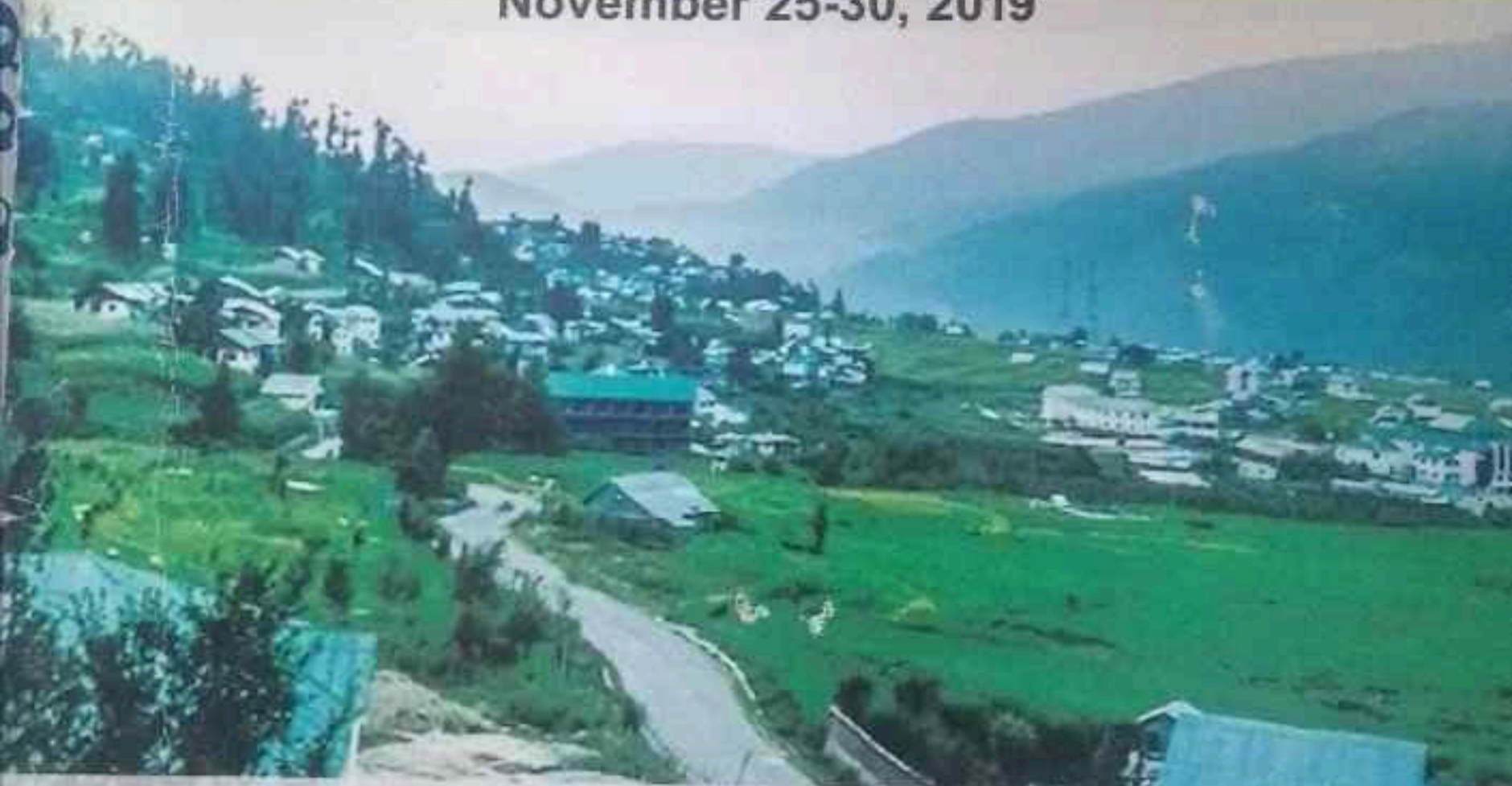


Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019



Government of Jammu & Kashmir

Back to Village 2 (B2V2) - Report

(Form to be filled up by the Reporting Officer during his/her first day visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER:

- Name: **IFTIQAR AHMAD KHAN**
- Designation: **AO-FOOD**
- Department/Place of posting: **SHOPIAN**
- Mobile No:
- Email ID:
- Home District:
- Date of visit: **29/05/27 (01/07/2019)**, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat:
- Local Government District (LGD) code of the Panchayat
(To be assigned from Rural Development Department's DO)
- Name of CD Block: **Imamgatala's**
- Name of Taluk: **Imamgatala's**
- Name of District: **Shopian**

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat:
- No. of wards in the Panchayat:
- No. of households in the Panchayat:
- Population (approx.) of the Panchayat:

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

S. No.	Department	Designation of the officer/official
1		
2		
3		
4		
5		
6		
7		
8		

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Chair is available in the Panchayat building? **Yes/No**
- If yes, whether functioning in: Own Building/Over government building? **Yes/No**
- If no, whether land is available for construction of the Panchayat Chair? **Yes/No**
- Whether the BOC Price has been established (in case the officer visits Panchayat)? **Yes/No/Not applicable**

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

x. Facilities available in the Panchayat Raj Interiors:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No	Yes/No	FRS - Window PPS Windows
Computer/Printer	Yes/No	Yes/No	- do -
Telephone facility	Yes/No	Yes/No	- do -

xi. In case Panchayat has not been constituted, whether Administrator has been appointed. Yes/No

xii. 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 28 July 2019

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

Date of last meeting held 29 July 2019

iii. Whether the Karmas register is being maintained by the Panchayat Secretary. Yes/No

(Officer to inspect the register)

iv. Whether the Sarpanch/Assistant Sarpanch/ Secretary have digital signatures. Yes/No

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v. Bank Account opening and receipt of funds.

Name of the Bank	Signature Bank account opened	Official signature after three months	Funds received	Balance in the account as on date of the visit	Signature of the person who has been authorized to receive funds
1st Finance Commission	Yes/No		Yes/No		Yes/No
ICDS (Nutrition)	Yes/No		Yes/No		Yes/No
ICDS (Cholesterol)	Yes/No		Yes/No		Yes/No
Mid Day Meals (MMD)	Yes/No		Yes/No		Yes/No
Over the counter of Panchayat	Yes/No		Yes/No		Yes/No
Any other Scheme, If yes, indicate name					

(Visiting Officer to physically 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 Broadband 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. 1st Finance Commission Award.

a. Whether 4 year Action Plan 2016-20 has been prepared. Yes/No

b. Whether the detailed estimates for all works have been prepared. Yes/No

c. No. of works for which estimates have been prepared. 16 No. (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: — No (— % to total)

If no, reason thereof: _____

f. Who is issuing work order for works being executed under 14th FC (10k one):

1) Sarpanch

2) BDO

3) Others (Specify): _____

h. 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: _____

District officer ICDS

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: Panchayat without PRI members

i. Whether the record in 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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h. 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: Education Dept.

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

If no, reason thereof: Panchayat without PRI members

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

Dept. of Education

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)

* MNREGSA

a. Whether MNREGSA Plan 2016-20 has been approved? Yes/No

b. If yes,

✓ Funds allocated to the Panchayat: Rs. 21 Lakh

✓ No. of works approved: Nil

✓ No. of works started: —

✓ No. of works completed: —

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

✓ No. of man days generated: —

k. 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: Panchayat without PRI members

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- xi) Whether subjects have been assigned by the hierarchy to the function: Yes/No ☒ Yes/No
- ii) Whether subjects have been assigned in presence of the village officer: Yes/No ☒ Yes/No
- iii) 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
DDO	RDO	Yes/No ☒ Yes/No	
VLV	RDO	Yes/No ☒ Yes/No	
JE	RDO	Yes/No ☒ Yes/No	
CDPO	Social Welfare	Yes/No ☒ Yes/No	
TSVO	Social Welfare	Yes/No ☒ Yes/No	
Anganwadi Supervisor	Social Welfare	Yes/No ☒ Yes/No	
Headmaster/Principal/ZEO	School Education	Yes/No ☒ Yes/No	
Ho MDM	School Education	Yes/No ☒ Yes/No	
BMO	Health	Yes/No ☒ Yes/No	
Tahsildar/Naib-Tahsildar	Revenue	Yes/No ☒ Yes/No	
Patwar	Revenue	Yes/No ☒ Yes/No	
Agriculture Extension Officer	Agriculture	Yes/No ☒ Yes/No	
Horticulture Extension Officer	Horticulture	Yes/No ☒ Yes/No	
Village functionaries		Yes/No ☒ Yes/No	
Any other			

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- b) In the Panchayat facing any difficulty in execution of works, identification of beneficiaries other than:

✓ Non co-operation by officials: Yes/No ☒ Yes/No

✓ If yes, also _____ (specify)

✓ Non disclosure of funds available/beneficiaries by officials: Yes/No ☒ Yes/No

✓ Delay in disbursement of funds/beneficiaries by beneficiaries: Yes/No ☒ Yes/No

✓ Delay in administrative approval by officials: Yes/No ☒ Yes/No

✓ If yes, how long _____ (specify number of days)

✓ Citizens not aware details of guidelines of beneficiaries: Yes/No ☒ Yes/No

✓ Any other difficulty, give details: _____

F) FOLLOW UP OF BACK TO VILLAGE-1 (B2V1):

- i) Whether the construction work of program has been initiated during the visit of the officer in B2V1 has been completed: Yes/No ☒ 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 ☒ Yes/No

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

(1) _____

(2) _____

(3) _____

- iii) Whether any funds have been released for works identified in B2V1: Yes/No ☒ Yes/No

If yes, amount released: Rs. _____ lakh

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

Likely date of completion: _____ (date)

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vi. Whether any new medical facilities such as health centres are incorporated in the Panchayat after BZV-1, details thereof.

Section/Department	Name of work sanctioned/started	Whether completed (Yes/No)	Remarks

v. Whether any improvement in attendance of following Government functionaries has been noticed after BZV-1.

- a) Doctors/Paramedical/other Health staff (Yes/No) ☒
- b) Teachers/PT Teachers (Yes/No) ☒
- c) Anganwari Workers/Helpers (Yes/No) ☒
- d) RDO staff (Yes/No) ☒
- e) JSC/other engineering staff (Yes/No) ☒
- f) Agriculture/Agriculture staff (Yes/No) ☒
- g) Animal Husbandry/Sheep Husbandry staff (Yes/No) ☒

In case any particular department has shown improvement, please specify.

Any department whose staff is absent most of the time _____

Any department whose officers/officials has not visited the Panchayat even once since BZV-1 _____

Any department which has organized any event or camp or tour of senior officer the Panchayat since BZV-1 _____

v. Status of major programmes brought to notice

Major areas of responsibility notified during BZV-1	Department	Initiation of Program	Remarks
Roads	R & B	Yes	
Water Piping	PWE	Yes	
PDS at village PDD		Yes	

Major problems confronting the people

Major problem highlighted during BZV-1	Department	Initiation of Program	Remarks
Conserving water in drinking water	PWE	Yes	
drinking water still not free	PDD	Yes	
Good condition of roads	R & B	Yes	
Good weather facilities not available	Health	Yes	
Subordinate infrastructure with all respects	Education	Yes	

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

i. Whether the GPDP for all schemes (submitted to the Gram Panchayat) 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 were disappropration 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 established in Panchayat Office or at some prominent place? Yes/No

If no, the officer should get it established 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 the 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		1	
2		2	

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

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Whether the office gets underway in the Panchayat during Mission Aardram Survey, 2018 are being brought under prevailing GPCR plan for 2003-14. Yes/No
 If no, reason thereof: _____

2. SOCIAL AUDIT

I. 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: _____

II. Is the Social Audit Committee trained in BGV's conducting social audit? Yes/No

III. Whether the issues raised during the audit are being addressed by the department concerned? Yes/No
 If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS

I. Whether, the capacity building and training has been requested to the elected representatives? Yes/No
 If yes, provide details: _____

No of Elected Representatives trained	Place of training	Theme of training	No. of days

II. Quality of training: Poor/Satisfactory/Very Good/Excellent:

III. Whether any exposure visit within J&K/Outside has been conducted? Yes/No
 If yes, Visiting Officer to record the experience/views of the elected representatives about the visit. Poor/Satisfactory/Very Good/Excellent

IV. Whether any digital literacy training has been conducted for Sarpanchas? 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 provided in Panchayat:

- 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)

ADDITIONAL SCHEDULEARY CHECKED NOTED

Visiting Officer to fill appropriate number of 'Additional' covered the appropriate function by all

Subordinate/Details	Whether being covered (Yes/No)	Whether being covered (Yes/No)	Whether being covered (Yes/No)
Representing the SC/ST/OBC members			
Representing for minority groups			
Persons - Old Age			
Persons - Widow			
Persons - Disability			
Persons - Minor			
Persons - Bilingual			
Persons - J&K/India			
Persons - Suraksha, Bima			
Persons - Voluntary			
Persons - State Mortgage Assistance Scheme			

Schemes/Services	Eligible issues covered (Nos.)	Pendency (pending but not submitted) (Nos.)	Reasons for pendency	Final applications submitted to visiting officer (Nos.)
KREDA Job Card				
Loan Fee				
Special Pradhan Mantri Individual Household Toilet				
PM Ujjwala Yojana				
Ujala				
Janashiksha Account				
PM Matsya Vandana Yojana				

* The visiting officer to endorse scheme wise list of individual beneficiaries who are interested to avail the benefit under the schemes. He/she to also collect any applications and forwarder at district headquarter.

B. 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			
Electricity connection			

* Visiting officer to endorse the list of individual beneficiaries who have been successfully provided the seed filled the questionnaire and forwarder to district headquarter.

1) DOWNGRADING FARMERS INCOME:

a. MODIFICATION

i. Eligibility of the District: Swarnajayanti

ii. Major sources of irrigation: Canal/Kudam with pump/pond/river
traveling through District/State/Union territory: _____

iii. Source of supply of irrigation facility in the Parathyal: Submersible Pump

iv. Are there any unutilized irrigation sources in the Parathyal? Yes

* If yes, please specify: 1. 1/2 Group Water Pump/Well/pond/river
(fill as many as needed)

v. Is there any area which can be developed by way of water conservation measures for irrigation purposes? Yes

If yes, please specify: _____

vi. Extension the Parathyal from production for district/union irrigation? Yes

vii. No. of farmers who use drip/sprinkler irrigation in the Parathyal: _____

viii. No. of farmers who intend to use drip/sprinkler irrigation: _____ (Nos.)

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

2. HIGH YIELDING VARIETY (HYV) SEEDS:

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

ii. Are adequate HYV seeds available to the farmers? Yes

iii. If no, indicate reason: Because the area does not

Headquarter

2. LOANING FACILITY AVAILABLE TO THE FARMERS.

- No. of farmers without Kisan Credit Card _____ (May)
- No. of farmers who have availed loan facility through KCC during 2019
None
- No. of farmers who applied for KCC loan but not provided by BFI
None
- Problems being faced by farmers in availing KCC loan (tick wherever relevant)
 - Difficult processes and procedures _____
 - Delay by concerned Dept. _____
 - Delay by bank concerned _____
 - Any other problem, please specify _____
- Suggestions for improving the process of availing loan under KCC _____

4. MARKETING INTERVENTIONS:

- How do agricultural/horticulture produce sold (tick whichever is relevant)
 - Through organized market (marked) _____
 - 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 the better marketing?
Receiving NAFD by own individual in district.
- Any other suggestions for bringing improvements in the marketing of surplus agricultural/horticulture produce.

Benefit of NAFD should be given to all farmers.

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5. DIVERSIFICATION TO HIGH VALUE CROPS/SHRUBS

Is there any scope for diversification towards high value crops/shrubs in the Panchayat Village _____

If yes, please specify _____

Sl. No.	Type of diversification crop/shrub	Estimated cost (including the cost of inputs)	Estimated yield (kg/ha)
1			
2			
3			
4			
5			

6. IMPROVING LIVESTOCK PRODUCTION

Are there any suggestions about better techniques of Animal Care and Health Improvement? Produce of milk and meat

Are there any suggestions regarding water management practices for better animal health? _____

Sl. No.	Factor	How do you manage it?	How do you improve it?
1	Good quality feed		
2	Good health		
3	Good water		
4	Good feed		

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4. Design/locate for encouraging more women/SSRs/other to edit up new jobs

7. List 5 suggestions in order of priority which can help in increasing income of farm/household/individual

1.	
2.	
3.	
4.	
5.	

7) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

i. Whether Aadhaar card has been provided to all people in the Panchayat. Yes/No 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. Not Satisfactory Disorderly Deficient

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) PDS machine not working: Yes/No

iii. any other _____

iv. Number of 1182s registered in last 3 months: None

a) Are people generally satisfied by response of Police in complaints? Yes/No
b) Is order of 1182 given to people? Yes/No

c) Are people satisfied about the overall service/situation in Panchayat? Yes/No
d) Any suggestions: _____

8) Public perception

- a. Are department staff available? Not Available Good Very Good
- b. Are department staff responsive? Not Satisfactory Good Very Good
- c. Average time taken for processing of applications/requests or resolution of complaints by the department? Not Satisfactory Good Very Good

Department	Average time taken	Remarks/Comments, if any
Revenue	<u>More than 1 month</u> • More than 1 month • Never	
School welfare	<u>Within 1 month</u> • More than 1 month • Never	
Police Station	<u>Within 1 month</u> • More than 1 month • Never	
PHE	<u>Within 1 month</u> • More than 1 month • Never	

WFO	• Within 1 month • Within 1 month • Never	
Any other	• Within 1 month • Within 1 month • Never	

1. Any specific observation or comment regarding air quality impacts?

NO OTHERS

1. Whether land has been identified within Panchayat for collection and disposal of plastic waste? Yes

2. Whether Panchayat Plastic Collection and Disposal unit is setup? Yes/No

(Visiting officer to collect a copy of the plan)

3. Number of children in the age group of 4-12 years in the Panchayat: _____

4. Number of crocodiles in the age group of 4-14 years residing in the school: _____

5. Is there any High School Secondary school with more than 40% girl students? Yes/No

6. Whether PDD has provided Sanitary Napkin Vending Machines in any of the above Districts? Yes/No (Not applicable)

7. If yes, details of schools: _____

8. If yes, whether the machine is functional? Yes/No

9. Whether PDD has provided Sanitary Napkin Information in the above Districts? Yes/No (Not applicable)

10. If yes, whether the information is functional? Yes/No

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1. GENERAL ASSESSMENT OF THE VISITING OFFICER

1.	Whether the visiting officer is satisfied with the quality of the work done by the visiting officer?
2.	
3.	
4.	
5.	
6.	
7.	
8.	Any major concerns brought to notice of the visiting officer?

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