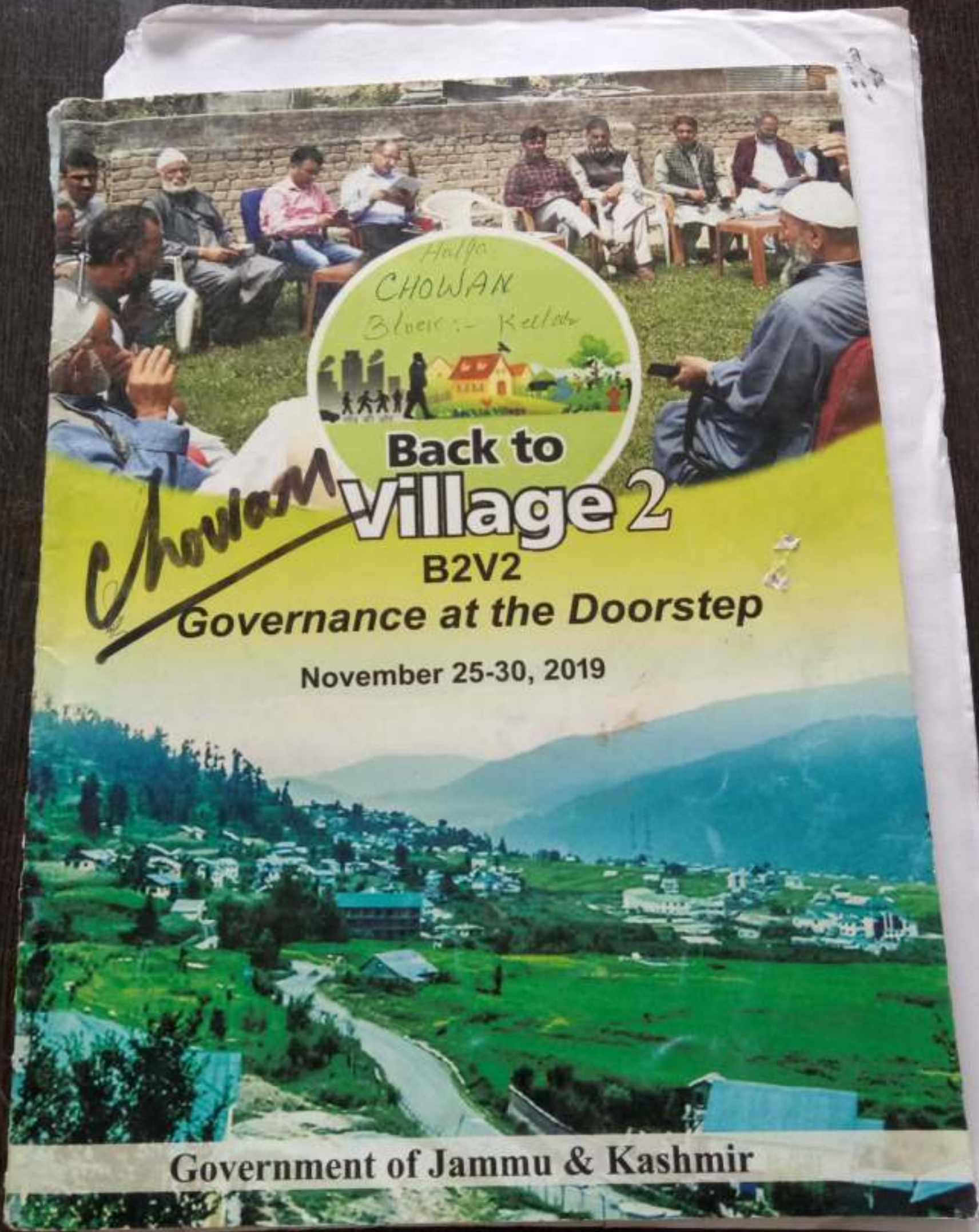




Halla
CHOWAN
Bhawan - Kethan



Chowlam **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 two day visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER:

- Name: ATMA MAHAMMAD BHAT
- Designation: ZED
- Department/Place of posting: Youth Services & Sports Keegam Chapter
- Mobile No: 8849061250
- Email id: _____
- Home District: Kufra
- Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: CHAWAN
- Local Government Directory (LGD) code of the Panchayat: 263272
(To be sourced from Rural Development Department/by DC)
- Name of CD Block: KELLAR
- Name of Tehsil: KELLAR
- Name of District: SHOPIAN

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 01
- No. of hamlets in the Panchayat: 02
- No. of households in the Panchayat: 506
- Population (approx.) of the Panchayat: 2254

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

S. No.	Department	Designation of the officer/official
1	RDD	VLW
2	EDUCATION	Teacher
3	RDD	GRS
4	Agriculture	Junior Agriculture Extension Officer
5	FCS & CAPD	Store Keeper
6	Animal Husbandry	SVP
7	JDK Bank	Branch Manager
8	Horticulture	HTG Lth

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

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

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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 ✓	Panchayat Ghar building existing but damaged
Computer/printer	Yes/No ✓	Yes/No ✓	- da -
Telephone facility	Yes/No ✓	Yes/No ✓	- da -

- 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: 16 November 2019
- ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No
Date of last meeting held: 15 July 2019
- iii. Whether the Karai 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 ✓	VLUW	Yes/No ✓	18.95 lakh	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	ICDS Supervisor	Yes/No ✓	18144/-	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	ICDS Supervisor	Yes/No ✓		Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	DSWO	Yes/No ✓	15600	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:
- Whether 4 year Action Plan 2016-20 has been prepared: Yes/No ✓
 - Whether the detailed estimates for all works have been prepared: Yes/No ✓
 - No. of works for which estimates have been prepared: 07 No. (29% 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: _____ No. (_____ % to 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): _____

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: authority letter not issued till date

Also mention if it is being purchased by someone else: CDO office
Shadimang

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: Authority letter to Sarpanch
not issued

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

If no, reason thereof: Lack of authority letter
Also mention if it is being provided by someone else: School
management

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 3.40 lakh

✓ No. of works approved: 02

✓ No. of works started: Nil

✓ No of works completed: Nil

✓ No of Job Card holders in the Panchayat: 664

✓ No. of man days generated: 282

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: _____

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25. Whether subjects have been assigned by the Samity to the Panchayat? Yes/No
 If no, whether subjects have been assigned in presence of the existing office works. Yes/No
 26. Whether full support and cooperation being provided by

Officer	Department	Response	Remarks
CEO	CEO	<u>Yes/No</u>	
V.V.	CEO	<u>Yes/No</u>	
JE	CEO	<u>Yes/No</u>	
CDPO	CEO	<u>Yes/No</u>	
TSWO	Social Welfare	<u>Yes/No</u>	
Anganwadi Supervisor	Social Welfare	<u>Yes/No</u>	
Headmaster/Principal/ZEO	School Education	<u>Yes/No</u>	
I/c MDM	School Education	<u>Yes/No</u>	
BMO	Health	<u>Yes/No</u>	
Tehsildar/Naib-Tehsildar	Revenue	<u>Yes/No</u>	
Patwar	Revenue	<u>Yes/No</u>	
Agriculture Extension Official	Agriculture	<u>Yes/No</u>	
Horticulture Extension Official	Horticulture	<u>Yes/No</u>	
Village Functionaries		<u>Yes/No</u>	
Any other			

27. In the Panchayat having any difficulty in execution of work, distribution of beneficiaries etc. Yes/No
 If yes, when _____ (date)
 28. Whether any funds have been released for works identified in BZV1? Yes/No
 If yes, amount released: Rs. _____ lakh.
 Whether works identified in BZV1 have been started? Yes/No
 Likely date of completion: _____ (date)

F) FOLLOW UP OF BACK TO VILLAGE-1 (BZV1)

1. Whether the contribution work of BZV1 has been completed? Yes/No
 If not, likely date of completion: _____ (date)
 2. Whether any other work started during Back to Village-1 have been completed? Yes/No
 If not, list of such work and date by which they are likely to be completed:
 (1) _____
 (2) _____
 (3) _____
 3. Whether any funds have been released for works identified in BZV1? Yes/No
 If yes, amount released: Rs. _____ lakh.
 Whether works identified in BZV1 have been started? Yes/No
 Likely date of completion: _____ (date)

N. Whether any new work(s) have been sanctioned/started upon completion in the Panchayat after BZV-1, details thereof

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks
RDO	20	20	20

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

- a) Doctors/Paramedics/other Health staff (Yes/No) ☒
- b) Teachers/PEET Teachers (Yes/No) ☒
- c) Anganwadi Workers/Helpers (Yes/No) ☒
- d) RDO 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:

Any department whose staff is absent most of the time: No

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: _____

VI. Assess of major complaints brought to notice

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
Quality of water pipes	PHE	Yes/No ☒	
Security of electricity	RDO	Yes/No ☒	
		Yes/No	

VII. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Lack of irrigation	Department	Yes/No ☒	
Lack of drinking water	PHE	Yes/No ☒	
Problems regarding electricity	RDO	Yes/No ☒	
		Yes/No	
		Yes/No	

G) PLANNING, EXECUTION AND TRAININGS
1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

i. Whether the GPDP for the schemes submitted to the Gram Panchayats have been prepared for the year 2019-20? Yes/No

If no, reason thereof: _____

ii. Whether the schemes and accounts approved under GPDP for 2019-20 are under implementation? Yes/No

iii. Whether Panchayats were disapprover 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 (notifying the schemes with allocation for the year 2020-21 has been notified in Panchayat Chair or at some prominent place? Yes/No

If no, the officer should get it notified 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 findings 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	

1 st Meeting Date ()		2 nd Meeting Date ()	
S. No.	Department Designation	S. No.	Department Designation
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	

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 Sabhas? 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: _____

x. Whether to demonstrate the reports to the Visiting Officer? (VLW to demonstrate the reports to the Visiting Officer)

4. Whether the official gaps indicated in the Panchayat during Mission Antyodaya Survey 2018 are being bridged while preparing GPDP plan for 2020-21. Yes/No/If no, reason thereof.

2. SOCIAL AUDIT

1. Whether the status with regard to the schemes being implemented by the Gram Panchayat are speeded under the Gram Sabha on quarterly basis for carrying out social audits.

If no, reason thereof.

2. Is the Social Audit Committee formed in 2017 conducting social audit. Yes/No

3. Whether the audit reports during the audit are being redressed by the department concerned. Yes/No

If no, reason thereof.

3. CAPACITY BUILDING & TRAININGS

1. 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
02	Barabanki	Strengthening of Panchayat	02
02	Barabanki	Strengthening of Panchayat	02
02	Barabanki	Strengthening of Panchayat	02

2. Quality of training. Poor/Satisfactory/Very Good/Excellent.

3. Whether any exposure visit within JSK/Outside has been conducted. Yes/No.

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

5. Whether any digital literacy training has been conducted for Sarpanches. Yes/No.

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

6. 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

1. Visiting Officer to fill appropriate number of beneficiaries covered and appropriate number left out.

Schemes/Services	Beneficiary (aries 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	52	24		
Pension - Widow	24	62		
Pension - Disability	28	01		
PM Kisan Muthu	307	NIL		
Ayushman Bharat	60	320		
PM Jeevan Jyoti Bima Yojana	21	NIL		
PM Suraksha Bima Yojana	19	NIL		
PM Awas Yojana - Gramin	14	144		
State Marriage Assistance Scheme	24	54		

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
MREGA Job Card	654	NIL		
Land Bldg	Not checked yet			
Sancti Bhaji Bhawan - Industrial Hubs/Nodes	430	NIL		
Tobac				
Prd Ujwala Yojana	300	NIL		
Ujwala	150	20		
Jandhan Account	391	NIL		
Pot Aaru Vandana Yojana	17	12		

* The visiting officer to submit 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 headquarters.

g. 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.)
Post water connection	20	New house holders	04
Electricity connection	30		20

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* Visiting officer to submit the list of sub-district/nodes who meet fresh applications. He/she to also collect any applications and handover at district headquarters.

ii DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plains/Land
- Major sources of irrigation: Canal/Kanal/Tube well/Pond/Serang/Water harvesting Tank/Barbed/Other (please specify) _____
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient _____
- Are there any untapped 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)

v. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/No _____

if yes, please specify: Catchment

vi. Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No _____

vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: NIL

viii. No. of farmers who intend to use drip/sprinkler irrigation: 50 (Nos.)

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

Sufficient allocation of funds needed for improvement of Ganga Canal & smaller canals.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx. 15 %age)

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

iii. If no, reasons thereof: _____

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3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card 62 (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019 31 Nos.
- No. of farmers who applied for KCC Loan but not provided so far NIL Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
 - Difficult processes and procedures ☒
 - Delay by concerned Deptt. ☐
 - Delay by bank concerned ☐
 - Any other problem, please specify: ☐

v. Suggestions for improving the process of availing loan under KCC
It should be available at Panchayat level

4. MARKETING INTERVENTIONS:

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

Marketing should be available at cluster level.

5. DIVERSIFICATION TO HIGH VALUE CROPF/FRUIT:

- Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat? Yes/No ☒ If yes, please specify

Sr. No.	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
01	Tomato	potential in kitchen gardening	
02	Carrot	- d. -	
03	Raddish	- d. -	

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent
- Status of households/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new units

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	NIL	04
2	Dairy units	01	NIL
3	Sheep Units	06 (TSP)	65
4	Fish Ponds	NIL	

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

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

1.	provision of loan facility at low percentage
2.	providing latest technical equipments
3.	
4.	
5.	

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

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

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

k. 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) PDS machine not working: | Yes/No |

h) any other: _____

ii. Number of FIRs registered in last 3 months: 21

- a) Are people generally satisfied by response of Police to complaints: Yes/No
- b) Is copy of FIR given to people: Yes/No
- c) Are people satisfied about the overall security situation in Panchayat: Yes/No
- d) Any suggestions: _____

iv. Public perception:

- a. Are departmental staff available: Poor/Good/Very Good/Excellent
- b. Are departmental staff responsive: Poor/Good/Very Good/Excellent

v. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries:

Department	Average time taken	Remarks/details, if any
Revenue	- Within 1 month - More than 1 month - Never	
Social welfare	- Within 1 month - More than 1 month - Never	
Police Station	- Within 1 month - More than 1 month - Never	
PHE	- Within 1 month - More than 1 month - Never	

ICC	- Within 1 month - More than 1 month - Never	
Any other	- Within 1 month - More than 1 month - Never	

4. Are specific measures in progress, regarding any particular requirement?

QUESTIONS

1. Whether and how often identified waste generated for collection and disposal of waste with 100%.
2. Whether Panchayat Waste Collection and Disposal plan is ready. Yes/No ✓
(If yes, please attach a copy of the Plan)
3. Number of children in the age group of 6-14 years in the Panchayat: 452
4. Number of children in the age group of 6-14 years enrolled in the schools: 264
5. Is there any High School Secondary school with more than 40% girl students? Yes/No ✓
6. Whether ICC 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
7. Whether ICC has provided Sanitary Napkin Incinerator in the above Schools. Yes/No/Not applicable
✓ If yes, whether the incinerator is functional. Yes/No

GENERAL ASSESSMENT OF THE VISITING OFFICER

1. Urgent public requirements in order of priority (Max. 10)
2. provision of computer lab at Hf <u>Enuffa</u>
3. Construction of upc building
4. Establishment of PHC
5. provision of toilet points at Hf <u>Enuffa</u>
6. _____
7. _____
8. Any major complaint brought to notice of the Visiting Officer
1. Lack of drinking water
2. Lack of electricity.

III	Overall perception of functioning of the government:
	Functioning of government is satisfactory
IV	Overall assessment of visit and suggestions:
	(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	During my visit I found that people are to some extent aware of the various schemes but were not benefited by the concerned departments during a specific period of time

[Signature]

Signature of the visiting officer

Name *Ata Mohd Bhatt*