



Back to **Village 2**

B2V2

Kashgar
Governance at the Doorstep

November 25-30, 2019

Government of Jammu & Kashmir

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

- i. Name: **MUHTAR AHMED (KAS)**
- ii. Designation: **Secretary, GEB Advisory Board, J&K**
- iii. Department/Place of posting: **Tribal Office - Civil District**
- iv. Mobile No: **919000693**
- v. Email id: **muhatahmedkashy@gmail.com**
- vi. Home District: **Rajouri**
- vii. Dates of visit: **25/06/27/28/29/30, November 2019**

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: **Kanetan Laloon**
- ii. Local Government Directory (LGD) code of the Panchayat: **239252**
(To be sourced from Rural Development Department/DG)
- iii. Name of CD Block: **Poonch**
- iv. Name of Tehsil: **Haveli**
- v. Name of District: **Poonch**

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: **01**
- ii. No. of hamlets in the Panchayat: **07**
- iii. No. of households in the Panchayat: **481**
- iv. Population (approx.) of the Panchayat: **2600**

B2V2/PD&MD/2019

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

S. No.	Department	Designation of the officer/official
1	Revenue	N. Tahir, ^{Have} Minister, Poonch H&G, Kanetan
2	PHE	Mr. Baryan, A.E.
3	RDD	BDD, GRS, V&W
4	Animal Husbandary	
5	Agriculture	J. Agr. Sec. Officer
6	Horticulture	Technician
7	PDD	Lineman
8	Social welfare	TSWD, AWW
9	Health	M. Asstt. Master NPH, PLS

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- i. Whether Panchayat Ghar is available in the Panchayat construction: **Yes/No/Under building**
- ii. 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	
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: 84th 9 November 2019

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

Date of last meeting held: 84th 9 November 2019

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

(Officer to inspect the register)

Whether the Sarpanch/Administrator/Panchayat Secretary have digital signatures. Yes/No

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v. Bank Account opening and receipt of funds:

Name of the Scheme	Separate bank account opened	Official signature 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	<u>Sarpanch</u> <u>14th (VLU)</u>	Yes/No	<u>25.50</u>	Yes/No
ICDS (Nutrition)	Yes/No	<u>Do-</u>	Yes/No	<u>-</u>	Yes/No
ICDS (Honorarium)	Yes/No	<u>Do-</u>	Yes/No	<u>-</u>	Yes/No
Mid Day Meals (MDM)	Yes/No	<u>Do-</u>	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: Constituted on B2V2

vii. 14th 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: 10 No. (48 % 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: 05 No. (22 % 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): _____

iii. 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: _____

NO funds released.

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

Department staff

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: _____

NO funds released.

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: _____

NO funds released.

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

If no, reason thereof: _____

NO funds

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 21 lakh

✓ No. of works approved: 32

✓ No. of works started: 04

✓ No of works completed: 01

✓ No of Job Card holders in the Panchayat: 359

✓ No. of man days generated: 1436

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: _____

- xii. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/Yes
 If no, whether subjects have been assigned in presence of the visiting officer:
 Yes/No
 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	
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	Yes	
Patwari	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other	PHE	No	

- 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: PHE (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: Since long (specify number of days)

✓ Officers not sharing details of guidelines/lists of beneficiaries: Yes/No

✓ Any other difficulty, give details:

only during B2V

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) 2 small new House of Mad from

(2) P. Patk Motor Houseing tank to Mm

(3) Barli at W. NO 05

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

If yes, amount released: Rs. 5.50 lakh.

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

Likely date of completion: Almost (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:
PHZ	GSR 106 Sdk (or)	No	Under sanction
PWD	Repair of main road	No	- DD -
Revenue	Working of Panchayat	Yes.	After 20 years
PDD	Working of 80' x 50' (New)	No	Under Program
RDD	Truck Road (1.5 km in PZ) under construction	Yes.	

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) Anganwadi Workers/Helpers (Yes/No) ☒
- d) RDD staff (Yes/No) ☒
- e) JES/other engineering staff (Yes/No) ☒
- f) Agriculture/Horticulture staff ☒
- g) Animal Husbandry/Sheep Husbandry staff (Yes/No) ☒

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

Agriculture & RDD PWD & RDD

Any department whose staff is absent most of the time: -

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

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

vi. Areas of major complaints brought to notice:

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
Water supply	PHZ	Yes/No	
Electricity connection	PDD	Yes/No	Partially
PWC list.	CAPD	Yes/No	
Self / Panch.	Govt.	Yes/No	not

vii. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Water supply	PHZ	Yes/No	
Electricity connection	PDD	Yes/No	50%
PWC, Trenches, Poles, Plan for modernization	RDD	Yes/No	50%
BLL link,	CAPD	Yes/No	
Self, Panchayat.	Education	Yes/No	

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: shall be finalized in March 20th 2019

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

iii. Whether Panchayat-wise disaggregation of the resources earmarked for the schemes for 2020-21 has been done by the Sectoral Officers: Yes/No

If no, reason thereof: _____

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

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

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

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

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

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

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	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: Due to circumstances

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: _____

(VLW to demonstrate the reports to the Visiting Officer)

- x. Whether the critical gaps identified in the Panchayat during Mission Amrityodaya Survey, 2019 are being bridged while preparing GPD 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
10	Dak Bangla Panch.	10 am - 4 pm	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)

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	582	N/A	—	—
Scholarship for Minority students	Nil	—	—	—
Pension - Old Age	74	32	Sanction awarded	—
Pension - Widow	82	11	—	—
Pension - Disability	63	19	—	—
PM Kisan Nidhi	250	150	Bankers not linked	—
Ayushman Bharat	300	N/A	—	—
PM Jeevan Jyoti Bina Yojana	N/A	Official records	—	—
PM Suraksha Bima Yojana	N/A	Official records	—	—
PM Awas Yojana - Gramin	21	08	Payment done	03
State Marriage Assistance Scheme	N/A	—	—	—

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	359	-	-	-
Ladli Beti				
Swachh Bharat Mission- Individual Household Toilets	219	246	Short of funds	02
PM Ujjwala Yojana	42	120	Short of supply	-
Ujjala				
Jandhan Account	No Internet - No physical details			
PM Matru Vandana Yojana				

* 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	400	Below under construction	
Electricity connection	130	Schemes under execution	01

* Visiting officer to enclose the list of individuals/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/Kandi
- Major sources of irrigation: Canal/Khus/Tube well/Ponds/Springs/Water harvesting Tankes/Canals/Others (please specify) Rainfed/Springs
- 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/Ponds/Any other water body: Harvesting tank (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: Cultiv area
- Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: Nil
- No. of farmers who intend to use drip/sprinkler irrigation: Nil (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat: Constructing Harvesting tanks.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. %age) 90
- Are adequate HYV seeds available to the farmers: Yes/No
- If no, reasons thereof:

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kissan Credit Card 1100 (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019 05 Nos.
- No. of farmers who applied for KCC loan but not provided so far 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: Guarantee provided
- Suggestions for improving the process of availing loan under KCC Guarantee by employee not as h
as captured

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi) ☒
 - Through un-organized market ☒
 - Any other, please specify: Individual level
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing: No

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

Separate organized market.

5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT:

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

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

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent
- 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	<u>Nil</u>	
2	Dairy units	<u>Nil</u>	
3	Sheep Units	<u>Nil</u>	
4	Fish Ponds	<u>Nil</u>	

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

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

1. Proper irrigation facilities.
2. Production of H.V. & crops.
3. Creating awareness among farmers.
4. Exploring local potential areas.
5. Proper coordination among all partners viz. A.P. Horticulture etc.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

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

ii. Overall satisfaction level of the people about the ration shops: 50%
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: _____

iii. Number of FIRs registered in last 3 months: 202 of 04

- 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	

RDD	• 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:

Lack of Staff in PJS & MJS (School Edu. Dept)

K) OTHERS:

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

ii. Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No ✓

(Visiting officer to collect a copy of the Plan)

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

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

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

vi. Whether RDD has provided Sanitary Napkin Vending Machines in any of the above Schools: Yes/No/Not applicable

✓ If yes, details of schools: _____

✓ If yes, whether the machine is functional: Yes/No

vii. Whether RDD has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable

✓ If yes, whether the incinerator is functional: Yes/No

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Urgent public requirements in order of priority (Max 07):
1	Establishment of PHC (Health)
2	Road from Mohre to Palani (05 km) Road from Tada to Palani - Doon.
3	Water supply Tada to Palani (PHC) & Channar to Doon. Ppt. Govt to Palani
4	Shifting Metalling - Road Tada to Palani - (ind) 04 km. (Most Urgent)
5	Urgent Repairing of PJS Palani (Nai) (Tendering Done - no work)
6	Installation of Transformers - 05 69KV each. Upgradation of Transformers - Palani & Channar
7	Upgradation of MJS Kallan to HS & Upgradation of HS Kallan to HSS level.
II	Any major complaint brought to notice of the Visiting Officer:
	Drainage land Kallan to Kallan. is defunct since 2014 flood - need immediate repair & restoration. - Damaged bank at Palani - Palani - need repair & since 2014 flood - need immediate repairing - farmer concern.

III	Overall perception of functioning of the government:
	Good.
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	① Funds constraint in various sectors ② Non availability of Infrastructure at Panchayat level. ③ Lack of staff especially in Education Deptt. ④ Field visits by Line Deptt need to be enhanced. Flow of funds need to be expedited.

Signature of the visiting officer

Name

Mukhtar Ahmed (W.S.)