

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: ARUN DUTTA
 - ii. Designation: LECTURER
 - iii. Department/place of posting: Education, HSS JUDDA
 - iv. Mobile No: 7006357150, 9596727959
 - v. Email id: arun2126dutta@gmail.com
 - vi. Home District: RAJOURI
 - vii. Dates of visit: 25/26/27/28/29/30, November 2019
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B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: NARKOTE
 - ii. Local Government Directory (LGD) code of the Panchayat: 239830
(To be sourced from Rural Development Department/by DC)
 - iii. Name of CD Block: JIG BAGLI
 - iv. Name of Tehsil: THAKARAKOTE
 - v. Name of District: REASI
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C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 03
 - ii. No. of hamlets in the Panchayat: 14
 - iii. No. of households in the Panchayat: 210
 - iv. Population (approx.) of the Panchayat: 1837
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D) FRONTLINE OFFICERS/OFFICIALS WHO ARE PRESENT DURING THE VISIT:

S. No.	Department	Designation of the officer/official
1	Chait Singh	GRS, RDD
2	Sarwar Singh	Teacher, Education
3	Mohd Hanief	Storekeeper, Agriculture
4	Moham Singh	Sr. Vet. Pharmacist, Animal Husbandry
5	Raj Kumar + Talab Hussain	Forest Guard, Forest
6	Mohd. Jameel	Worker, PHE
7	Mohd. Rafique	Orderly, Revenue
8	Suraj Ram	Line Man, PDD.

+ Few others who are mentioned in the attached Attendance.

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- i. 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

- ii. 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: _____

iii. Whether the Karmati 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 ☒

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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 ☒	Panchayat Secretary	Yes/No ☒	23.45	Yes/No ☒
ICDS (Nutrition)	Yes/No ☒	A. Supriya	Yes/No ☒	16.47/-	Yes/No ☒
ICDS (Honorarium)	Yes/No ☒	A. Supriya	Yes/No ☒	N.A.	Yes/No ☒
Mid Day Meals (MDM)	Yes/No ☒	J/L Tachet + ZED	Yes/No ☒	15 Nakhda = 22.15 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 2015-20 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: 12 No. 52.2 %
(Total works = 23)

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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: 5 No. (11.1 % to total) (Total = 12)

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): Panchayat Secretary

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: No. BDO has

been supplied in the last three months

b. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/No

If no, reason thereof: _____

No. Nutrition has been supplied in the last three months

c. Is the Panchayat/Sarpanch paying honorarium to AWWs/Helpers directly at Panchayat level: Yes/No

If no, reason thereof: _____

No such funds are given to Sarpanch/Panchayat

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 such funds are currently being

provided to Sarpanch/Panchayat

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

If no, reason thereof: _____

No such funds are available with them

Also mention if it is being provided by someone else: Yes, one lunch

being provided by ZED cluster. Other items are being purchased by Mom's

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

x. MGNREGA

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

b. If yes,

✓ Funds allocated to the Panchayat: Rs 50 lakh

✓ No. of works approved: 22

✓ No. of works started: 12

✓ No. of works completed: Nil

✓ No. of Job Card holders in the Panchayat: 618

✓ No. of man days generated: 6266

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: There is no source of income for Panchayat

- 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 (If all the members have not signed)
 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	
VLV	RDD	Yes/No	
JE	RDD	Yes/No	Physical inspection is done weekly by JE
CDO	Social Welfare	Yes/No	• Medical & Family Register, etc. missing.
TSWO	Social Welfare	Yes/No	
Angamwadi Supervisor	Social Welfare	Yes/No	
Headmaster/Principal/ZEO	School Education	Yes/No	No HM/Principal is posted. ZEOs are also posted for very short time.
I/c MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Naib Tehsildar	Revenue	ND	
Patwar	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other			

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- 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: All dept other than RDD (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: (No information being shared with Sarpanch/P.S.I.)
- ✓ Officers not sharing details of guidelines/lists of beneficiaries: Yes/No
- Any other difficulty, give details: Nil Available (specify number of days)

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

- 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: March, 2020 (date)
- 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) Only Playground has started & will be completed by March 2020
 (2) N/A
 (3) N/A
- Whether any funds have been released for works identified in B2V1: Yes/No
 If yes, amount released: Rs. 1.20 lakh.
 Whether works identified in B2V1 have been started: Yes/No
 Likely date of completion: March 2020 (date)

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Whether any other work has been done in the department since 2011? Yes

Department	Name of work undertaken	Whether completed (Yes/No)	Remarks
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[Handwritten notes in the table area, mostly illegible]

Whether any requirement is identified in following categories? Yes

- a. District/Regional level Yes/No
- b. Teachers' level Yes/No
- c. Engineer/ Scientist level Yes/No
- d. IECO level Yes/No
- e. District engineering staff Yes/No
- f. Agricultural extension staff Yes/No
- g. Animal Husbandry/ Veterinary staff Yes/No

Is there any particular Department has given requirement please specify Yes

Yes

Any department which staff is absent since 1st June Yes

Any department which staff is absent since 1st June Yes

Any department which has engaged any staff in any in case of senior officer in the Department since 2011 Yes

Signature/Remarks

4. Areas of major concerns brought to notice

Major issue of concern raised during 2011	Department	Resolution of Concern	Remarks
<u>Good connectivity</u>	<u>Yes/No</u>	<u>Yes/No</u>	
<u>Outage of staff</u>	<u>Yes/No</u>	<u>Yes/No</u>	
<u>Provision of staff</u>	<u>Yes/No</u>	<u>Yes/No</u>	
<u>Provision of staff</u>	<u>Yes/No</u>	<u>Yes/No</u>	

5. Major problems confronting the project

Major problem experienced during 2011	Department	Resolution of problem	Remarks
<u>Good connectivity</u>	<u>Yes/No</u>	<u>Yes/No</u>	
<u>Outage of staff</u>	<u>Yes/No</u>	<u>Yes/No</u>	
<u>Provision of staff</u>	<u>Yes/No</u>	<u>Yes/No</u>	
<u>Provision of staff</u>	<u>Yes/No</u>	<u>Yes/No</u>	

Signature/Remarks

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

i. Whether the GPDP for the schemes required in 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 disaggregation of the resources earmarked for the schemes for 2020-21 has been done by the Sectoral Officers. Yes/No

If no, reason thereof: No

iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Chair or at some prominent place.

Yes/No Yes Installed at MS Ladda (Near Adjacent to under construction Panchayat Chair)

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 (15-9-19)		2 nd Meeting Date (10-11-19)	
S. No.	Department Designation	S. No.	Department Designation
1	No. of participants in the meeting	1	Education Inspector
2	-	2	SHD SVP

1 st Meeting Date ()			2 nd Meeting Date (20-11-19)		
S. No.	Department	Designation	S. No.	Department	Designation
3	-	-	3	Chief Executive Officer	File Supervisor
4	-	-	4	Agriculture	Store Keeper
5	-	-	5	Social Welfare	ASHA
6	-	-	6	Health	MMPHM
7	-	-	7	Horticulture	
8	-	-	8	LBD	GRS

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: _____

(V/LW to demonstrate the reports to the Visiting Officer)

x. Whether the critical gaps identified in the Panchayat during Mission Anyodaya 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: Gram Sabha is not being conducted/field.
- II. Is the Social Audit Committee framed in B2V1 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: No Audit has been done so far by the committee.

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+7=8	Ayres Community Hall	Awareness about Salaries & P.E.I	2

- 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:

Scheme/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	N/A	37	Under Process	N/A
Scholarship for Minority students	N/A	N/A	N/A	N/A
Pension - Old Age	65	70	Delay by Dept	N/A
Pension - Widow	20	10	Delay by Dept	N/A
Pension - Disability	6	4	Delay by Dept	N/A
PM Kisan Nidhi	190	30	Issue of documents	N/A
Ayushman Bharat	N/A	45	Cards are not issued yet	N/A
PM Jeevan-Jyoti Bima Yojana	5	N/A	N/A	N/A
PM Suraksha Bima Yojana	N/A	2 case per month	Refused by the Dept. due to lack of documents	N/A
PM Awas Yojana - Gramin	7	2	Land dispute	N/A
State Marriage Assistance Scheme	0	4	Delayed by Dept	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	618	N/A	N/A	N/A
Ladli Beti	0	0	N/A	N/A
Swachh Bharat Mission- Individual Household Toilets	40	N/A	N/A	N/A
PMA Ujjwala Yojana	50	N/A	N/A	N/A
Ujala	N/A	N/A	N/A	N/A
Jandhan Account	100	N/A	N/A	N/A
PMA Matsya Vandana Yojana	N/A	N/A	N/A	N/A

* 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.

6. Visiting Officer to fill number of cases pending and fresh demands:

Scheme/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	N/A	N/A	65
Electricity connection	N/A	N/A	18

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Remarks: 1. Lists are attached.
2. H.No-144ND-02 is in left hand side of electricity

* 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.

1) DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Land
- Major sources of irrigation: Canal/Khule/Tube well/Pond/Springs/Water harvesting Tanks/Rainfed/Others (please specify): Canal/Khule/Tube well/Pond/Springs/Water harvesting Tanks/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: 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: Yes/No
Yes/No (tick as many as needed)
- Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: 0 (N/A)
- No. of farmers who intend to use drip/sprinkler irrigation: 200 (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat:
Bonds be developed at local level

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 70% approx)
- Are adequate HYV seeds available to the farmers: Yes/No
- If no, reasons thereof: Yes/No

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3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card All except 3
- No. of farmers who have availed loan facility through KCC during 2019 0 Yes 0 No
- No. of farmers who applied for KCC loan but not provided so far N/A Yes 0 No
- 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 Bank requires a Guarantor who should be a first emp & there are hardly very few employees available.
- Suggestions for improving the process of availing loan under KCC: Creation of Guarantor by itself & the same be replaced by land (if land can be taken as the Guarantor).

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi)
 - Through un-organized market
 - Any other, please specify On Individual Basis
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing: If Road Connectivity is established, the produce can be sold at affordable rate.
- Ways can also be setup
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT:

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

Sr. No	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
1.	Walnut	High	
2.	Chargu/Masani	High	
3.	Benimachhion	High	

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent Satisfactory
- 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	N/A	N/A
2	Dairy units	N/A	More than 20
3	Sheep Units	N/A	1 is expected
4	Fish Ponds	N/A	N/A

III Overall perception of functioning of the government:

- GS is being conducted on monthly basis however Participation is low.
- PRI members are not aware of their duties/work/powers.
- PRI members have lack of Information on Beneficiaries of schemes.
- Except RDD & Education, Agriculture and Horticulture, presence of Staff is almost negligible. PHE & PDD are the major concerns.

IV Overall assessment of visit and suggestions:

(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)

The GP has grievances against almost every department that has to be accepted. The primary solution that will serve to each problem will be ^{perhaps} providing Road Connectivity to GP without further delay.

Arun Dutta
29-11-19

Signature of the visiting officer

Name ARUN DUTTA
Lecturer.