

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: Bharat Gupta
- Description: Assistant Executive Engineer
- Department/Grade of posting: PWD (RMS) Sub-Division Engineer
- Mobile No.: 9418245035
- Email id: prc-sunam@6@gmail.com
- Home District: Kathua
- Date of visit: 25/09/2018/26/09/2018 25/26 Nov 2018

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Sunam
- UDISE Government Directory (GD) code of the Panchayat: 23
(To be obtained from Rural Development Department by DO)
- Name of CD Block: Bhaski
- Name of Taluk: Bhaski
- Name of District: Kathua

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 03
- No. of gramats in the Panchayat: 09
- No. of households in the Panchayat: 386
- Population (approx.) of the Panchayat: 1325

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

S. No.	Department	Designation of the officer/official
1	PWD	Junior Engineer
2	Agriculture	Agriculture Ext. Assistant
3	ICDS	Anganwadi Worker
4	PDD	Lineman
5	RDD	GRS
6	Youth Scheme & Sports	NYS
7	Education	Master
8	Health	Asst. Worker/Pharmacist
9	Police	SPC
10	SHG	Cluster Coordinator
11	Food & Supplies	Sales man
12	Revenue	Patwari
13	Forest	Guard
14		

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 SDC office has been established (in case the office visits each Panchayat): Yes/No/Not applicable

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

iii. Facilities available in the Panchayat Raj institutions:

Facilities available	Panchayat Office	BGC Office	Remarks
Furniture	Yes	Yes	No BGC Office in Panchayat has been bought. Panchayat has 02 tables, 04 chairs, 05 chairs.
Computer/printer	Yes	Yes	
Telephone facility	Yes	Yes	

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

vi. Whether Infrastructure and Assets Register has been prepared. Yes/No Yes

(Visiting Officer to personally check the register)

If no, Visiting Officer to get the register prepared in further process and confirm Yes

2. FUNCTIONALITY:

i. Whether Gram Panchayat meeting is being held regularly on monthly basis. Yes/No Yes

Date of last meeting held 28-08-2019

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

Date of last meeting held 15-11-2019

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

(Officer to inspect the register)

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

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v. Bank Account opening and receipt of funds

Name of the Scheme	Whether bank account opened	Official signature other than Sarpanch	Funds Available	Balance in the account as on date (Rs. in Lakhs)	Whether all bank bills are received
14 th Finance Commission	Yes	Yes	Yes	1,57,126	Yes
CGO (Infrastructure)	Yes	Yes	Yes	1,57,295	Yes
CGO (Infrastructure)	Yes		Yes		Yes
Mid Day Meal (MDM)	Yes	Yes	Yes	N/A	Yes
Own resources of Panchayat	Yes	Yes	Yes	2,56.23	Yes
Any other Scheme, if yes, include name	No				

(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 Yes

If no, the visiting officer to ensure that the Committee is constituted in his/her presence and confirm Yes

vii. 14th Finance Commission Award:

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

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

c. No. of works for which estimates have been prepared 04 No. (100 %) to total

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

If no, reason thereof: Under Process

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

No. of works started: Yes (0 % to total)

If no, reason thereof: Land Dispute

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

1) Sarpanch

1)

2) BDO

1)

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: Sarpanch not aware, not decided by the department

Also mention if it is being purchased by someone else:

By the Department itself

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

If no, reason thereof: Sarpanch not aware, not decided by the department

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

If no, reason thereof: Sarpanch not aware, not decided by the concerned department

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 in the account. Also Sarpanch does not know about the same.

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

If no, reason thereof: Sarpanch does not know about the same.

Also mention if it is being provided by someone else:

By School Directly

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. MGNREGS

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

b. If yes,

✓ Funds allocated to the Panchayat: Rs. 65.1173 lakh

✓ No. of works approved: 52 Nos.

✓ No. of works started: 01

✓ No. of works completed: Nil

✓ No. of Job Card holders in the Panchayat: 207

✓ No. of man days generated: 1704

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 resources

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- x5. Whether subjects have been assigned by the Sarpanch to the Panch. ☒ Yes/☐ No
If no, whether subjects have been assigned in presence of the visiting officer ☒ Yes/☐ No
- x6. Major challenges being faced by the Panchayat in functioning and execution of work:

a) Whether full support and cooperation being provided by

Office	Department	Response	Remarks
ROO	ROO	☒ Yes/ ☐ No	
VJW	ROO	☒ Yes/ ☐ No	
JE	ROO	☒ Yes/ ☐ No	
GDPO	Social Welfare	☒ Yes/ ☐ No	
TOWO	Social Welfare	☒ Yes/ ☐ No	
Anganwadi Supervisor	Social Welfare	☒ Yes/ ☐ No	
Headmaster/Principal/ZEO	School Education	☒ Yes/ ☐ No	
IC MDM	School Education	☒ Yes/ ☐ No	
BMO	Health	☒ Yes/ ☐ No	
Tehsildar/Deputy Tehsildar	Revenue	☒ Yes	
Patwari	Revenue	☒ Yes/ ☐ No	
Agriculture Extension Officer	Agriculture	☒ Yes/ ☐ No	
Horticulture Extension Officer	Horticulture	☒ Yes/ ☐ No	
Village functionaries		☒ Yes/ ☐ No	
Any other			

b) Is the Panchayat facing any difficulty in execution of work, identification of beneficiaries/any other schemes?

- ☒ Non co-operation by officers ☒ Yes/☐ No
If yes, who Anganwadi ZEO & Social Welfare (specify)
- ☒ Non disclosure of funds available/schemes by officers ☒ 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 7 Days off (specify number of days)
- ☒ Officers not sharing details of guidelines/loss of beneficiaries ☒ Yes/☐ No
- ☒ Any other difficulty give details Nil

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

i. Whether the construction work of playground inaugurated/started during the visit of the officer in BZVT has been completed? ☒ Yes/☐ No

If not, likely date of completion: No Land Available (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) Earth Work from Jambha to SC Habitat likely to be completed by January 2020.

(2) _____

(3) _____

iii. Whether any funds have been released for works identified in BZVT? ☒ Yes/☐ No

If yes, amount released: Rs. _____ lakh

Whether works identified in BZVT 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 ECVT, details thereof.

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks
Rural Development Dept.	Tractor Road at Mandla	Yes	Work in Progress

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

- a. Doctors/Paramedical/Health staff (Yes/No)
- b. Teachers/P.T Teachers (Yes/No)
- c. Anganwadi Workers/Helpers (Yes/No)
- d. A.C.C. staff (Yes/No)
- e. J. Engineer engineering staff (Yes/No)
- f. Agriculture/Horticulture staff (Yes/No)
- g. Animal Husbandry/Sheep Husbandry staff (Yes/No)

If case any particular department has shown improvement, please specify

Any department whose staff is absent most of the time: Anganwadi Workers

Any department whose officers/officials has not visited the Panchayat even once since ECVT: Animal Husbandry, Sheep Husbandry, J. Engineer, Panchayat, Village, Mandla, Mandla, D. P. N. Mangaraj

Any department which has organized any event or camp or tour of senior officer in the Panchayat since ECVT: Sheep Husbandry

- vi. Areas of major complaints brought to notice:

Major area of complaint made during ECVT	Department	Resolution of Complaint	Remarks
Clean Drinking Water	PHE	Yes/No	Water Supply Scheme not complete, not released supply, line not under the
Power Supply	PDO	Yes/No	Supply of electricity is regular
Anganwadi Center was irregular opening	I.C.D.	Yes/No	Supply of electricity is regular

- vii. Major problems confronting the people:

Major problem highlighted during ECVT	Department	Resolution of problem	Remarks
Clean Drinking Water	PHE	Yes/No	Completed
Irregular Power Supply in village at transformer pole	PDO	Yes/No	Line on wooden pole Transformer of less capacity
Health facilities, People Demand Sub Center at village P.V.C. at Mandla Mandla	Health	Yes/No	At present no Sub Center at Mandla, only Mandla only
Upgradation of Middle School to High School	Education	Yes/No	Children are not going to school
Road connectivity to all the hamlets in Panchayat	P.W.D./RDO	Yes/No	People are not going to school

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: Panchayat is preparing the GPDP for the year 2020-21

- 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: Not provided by sectoral officers yet.

- 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: Board installed without allocation.

- 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 (06/12/19)			2 nd Meeting Date (12/12/19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	RCD	VLW, GRS, TA	1	RCD	VLW, GRS, TA
2	Agriculture	Agriculture Extension Assistant	2	Agriculture	Agriculture Extension Assistant

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1 st Meeting Date (06/12/19)			2 nd Meeting Date (12/12/19)		
S. No.	Department	Designation	S. No.	Department	Designation
3	PWD	JE	3	Education	Master
4			4	Health	HTS
5			5	CARD	Substation
6			6	INSP	Social Mobilization
7			7	PWD	JE
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 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: Yet to be uploaded

(VLW to demonstrate the reports to the Visiting Officer)

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Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Joo Card	207	N/A	—	—
Lact Bell	28	20	Accounts not opened yet	—
Swachh Bharat Mission-Individual Household Toilets	81	56	Households not taken up	—
PM Ujjwala Yojana	33	20	In process	—
Uda	365	365	Not provided by the Government	—
Jandhan Account	206	—	—	—
PM Matsy Vardana Yojana	15	15	In process	—

* The visiting officer to endorse scheme-wise list of individual beneficiaries who are provided 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.

Schemes/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	74	No k/h. line	List enclosed
Electricity connection	01	Too distant for carrying wire connection	01

* Visiting officer to endorse 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: Same as by Panchayat
- Major sources of irrigation: Canal/Khula Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed Others (please specify) _____
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/Not Sufficient
- Are there any untapped irrigation sources in the Panchayat? Yes/No
If yes, please specify (Canal/Creek/Water Stream/Lake/Spring/Ponds/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: Rainwater Conservation / Lift Irrigation / Check Dam
- Whether the Panchayat has potential for drip/sprinkler irrigation? Yes/No
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: N/A
- No. of farmers who intend to use drip/sprinkler irrigation: N/A (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat:
Rain Water Harvesting, Check Dam, Lift Water Irrigation Scheme

2. HIGH YIELDING VARIETY (HYV) SEEDS

- Farmers using High Yielding Variety seeds (Approx. 30 Aug)
- 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 Kisan Credit Card 70 (None)
- No. of farmers who have availed loan facility through KCC during 2019 70 Yes.
- No. of farmers who applied for KCC Loan but not provided so far Nil Yes.
- Problems being faced by farmers in availing KCC loan (tick whichever relevant):

a) Difficult processes and procedures	<u>X</u>
b) Delay by concerned Dept.	<u>X</u>
c) Delay by bank concerned	<u>✓</u>
d) Any other problem, please specify _____	
- Suggestions for improving the process of availing loan under KCC
Improvement of Banking facility, Opening of Local Bank Branch

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):

a) Through organized market (mandi)	<u>No</u>
b) Through un-organized market	<u>No</u>
c) Any other, please specify: <u>Own Consumption</u>	
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:
No Surplus Produce.
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:
Production can be increased by improvement in Irrigation Facilities, Marketing measures at village.

5. DIVERSIFICATION TO HIGH VALUE CROPS/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)

6. INCREASING LIVESTOCK PRODUCTION:

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

6. Suggestions for encouraging more households/farmers to set up small units:
Public awareness Camps need to be organized
particularly from Animal & Sheep Husbandry.

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

1.	Improvement in Irrigation facilities.
2.	Reduction in Monkey Menace.
3.	Setting up of Poultry Farms.
4.	Setting up of Dairy Farms.
5.	Setting up of Sheep Units/Bee Keeping/ Mushroom Production

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: 50 approx.

ii. 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 Yes/No
 b) Inadequate stock: Yes/No Yes/No
 c) Overcharging: Yes/No Yes/No
 d) Rude behaviour of store owner: Yes/No Yes/No
 e) Long distance to be covered to reach the store: Yes/No Yes/No
 f) Non-display of rates: Yes/No Yes/No
 g) POS machine not working: Yes/No Yes/No

h) any other: _____

iii. Number of FIRs registered in last 3 months: Nil

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: Police post should be opened
in the Panchayat.

iv. Public perception:

a. Are departmental staff available? Very Good/Very Good/Excellent

b. Are departmental staff responsive? Very 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	<u>✓</u> Within 1 month • More than 1 month • Never	<u>Satisfactory</u>
Social welfare	• Within 1 month • More than 1 month <u>✓</u> Never	<u>Not Satisfactory</u> <u>People not aware of</u> <u>various welfare schemes.</u>
Police Station	<u>✓</u> Within 1 month • More than 1 month • Never	<u>Satisfactory</u>
PHE	• Within 1 month • More than 1 month <u>✓</u> Never	<u>Not Satisfactory</u>

PDD	☒ Within 1 month ☐ More than 1 month ☐ Never	Satisfactory
Any other	☐ Within 1 month ☐ More than 1 month ☐ Never	—

- vi. Any specific observation or complaint regarding any particular department? Anganwadi Centre not opening regularly, food not provided to children, rather uncooked ration is directly given to the beneficiaries. People not aware of various schemes of Social Welfare & Animal Husbandry 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: 376

- iv. Number of children in the age group of 4-14 years enrolled in the schools: 365

- v. Is there any High/Higer Secondary school with more than 40% girl students: Yes/No ☒

- vi. Whether RDO 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 RDO 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.	Clean drinking water with proper treatment & installation of new pipes.
2.	Regular Power Supply with installation of new transformers & poles.
3.	Health facility i.e. new Sub Centre at Khurna & Upgradation of SC Standart to PHC Standart & Ambulance.
4.	Upgradation of Middle School Standart to High School.
5.	Road Connectivity to all the Hamlets including Cont. of road from Chota Nelli to Blos Road to Khurna & SC Nelli to Blos L-6 road.
6.	Lack of Teaching staff in schools / Classrooms & Lack of Play ground in Schools.
7.	Road from Khurna to Samanghal & Irtime & Irregular public transport facility for children going to school for higher education.
ii. Any major complaint brought to notice of the Visiting Officer:	
① Poor Drinking Water. ② Irregular Power Supply & Poles. ③ Anganwadi Centre not being opened / working irregularly.	

III	Overall perception of functioning of the government:
	The people are satisfied with the performance of Teachers, Agriculture Deptt. & staff of RDD.
IV	Overall assessment of visit and suggestions:
	(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	Functioning of Panchayat was found satisfactory, Nutrition & Honorarium to Anganwaris should be supplied regularly, Bank & ATM need to be opened in the Panchayat & High School is also required in the Panchayat. Sheep Extension Centre & Seed Supply Centre should also be opened.



Signature of the visiting officer

Name Bhavesh Gupta