



**Back to
Village 2**
B2V2

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:

- Name: Rajnish Kumar
- Designation: Veterinary Assistant Surgeon
- Department/Place of posting: Tehsil Unit Billawar
- Mobile No: 9419113472
- Email id: rajnisharyan13@gmail.com
- Home District: Jammu
- Dates of visit: 25/26/27/28/29/30, November 2019 27th & 28th Nov. 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Athialta
- Local Government Directory (LGD) code of the Panchayat:
(To be sourced from Rural Development Department/by DC) 240797
- Name of CD Block: Mahanpur
- Name of Tehsil: Mahanpur
- Name of District: Kathua

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 01
- No. of hamlets in the Panchayat: 07
- No. of households in the Panchayat: 319
- Population (approx.) of the Panchayat: 1751

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

S. No.	Department	Designation of the officer/official
1	ICDS	Anganwadi Worker
2	Health	FMPHW
3	Social Forest	Clerk
4	Youth Service & Sports	NYC Volunteer
5	Education	Head Master
6	PHE	Assistant Motor Man
7	PWD	4th Class
8	PDD	Line Man

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat: Yes/No/under construction No
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 Yes
If no, whether land is available for construction of the Panchayat Ghar: Yes/No Yes

- iii. If not, whether the building for BDC office has been identified Yes/No/Not applicable Not Applicable
- iv. Facilities available in the Panchayat Raj Institutions.

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No <input checked="" type="checkbox"/>	Yes/No	
Computer/printer	Yes/No <input checked="" type="checkbox"/>	Yes/No	
Telephone facility	Yes/No <input checked="" type="checkbox"/>	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 NO
(Visiting Officer to physically check the register)
If no, Visiting Officer to get the register prepared in his/her presence and confirm. No infrastructure in panchayat

2. FUNCTIONALITY:

- i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No
Date of last meeting held: 08-11-2019
- ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No
Date of last meeting held: 18-11-2019
- iii. Whether the Karwai 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

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	Sec Panchayat	Yes/No	28,18.182	Yes/No
ICDS (Nutrition)	Yes/No	Supervisor	Yes/No	nil	Yes/No
ICDS (Honorarium)	Yes/No	Supervisor	Yes/No	14,61.80	Yes/No
Mid Day Meals (MDM)	Yes/No	Head Mastrs	Yes/No	1650	Yes/No
Own resources of Panchayat	Yes/No	Sec Panchayat	Yes/No	15320.47	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 yes
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 yes
 - Whether the detailed estimates for all works have been prepared: Yes/No yes
 - No. of works for which estimates have been prepared: 7 No. 35 % to total)

d. Whether Action Plan has been approved by the DDC: Yes/No Yes
If no, reason thereof: _____

e. Whether the works have been started: Yes/No
No. of works started: 04 No (20 % 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): _____

vii. 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 No

If no, reason thereof: Non Availability of funds

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

b. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/No Yes
If no, reason thereof: _____

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

If no, reason thereof: Non - Availability of funds

d. Whether the record on account of purchase of nutrition and payment of honorarium is being maintained by the Panchayat: Yes/No No

(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)

Meal (MDM) Scheme:

a. Whether Panchayat/Sarpanch is purchasing items at Panchayat level for serving Mid day meal in the schools: Yes/No No

If no, reason thereof: Non - Availability of funds

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

If no, reason thereof: Non - Availability of funds

Also mention if it is being provided by someone else: School Administration

c. Whether the record on account of purchase of MDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No 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 66.1122 lakh

✓ No. of works approved: 10

✓ No. of works started: 5

✓ No of works completed: 04

✓ No of Job Card holders in the Panchayat: 198

✓ No. of man days generated: 1198

xi. Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/No Yes

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 Pancha: Yes/No **Yes**
 If no, whether subjects have been assigned in presence of the visiting officer: Yes/No

- 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	Yes
VLW	RDD	Yes/No	Yes
JE	RDD	Yes/No	Yes
CDPO	Social Welfare	Yes/No	Yes
TSWO	Social Welfare	Yes/No	Yes
Anganwadi Supervisor	Social Welfare	Yes/No	Yes
Headmaster/Principal/ZEO	School Education	Yes/No	Yes
I/c MDM	School Education	Yes/No	Yes
BMO	Health	Yes/No	Yes
Tehsildar/Naib-Tehsildar	Revenue		Yes
Patwari	Revenue	Yes/No	Yes
Agriculture Extension Official	Agriculture	Yes/No	Yes
Horticulture Extension Official	Horticulture	Yes/No	Yes
Village functionaries		Yes/No	Yes
Any other			

- b) Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries/any other schemes:

- ✓ Non co-operation by officials: Yes/No **No**
 If yes, who: _____ (specify)
 ✓ Non disclosure of funds available/schemes by officials: Yes/No **Yes**
 ✓ Delay in preparation of estimates/technical sanctions by engineering staff: Yes/No **Yes**
 ✓ Delay in administrative approval by officers: Yes/No **No**
 If yes, how long: _____ (specify number of days)
 ✓ Officers not sharing details of guidelines/lists of beneficiaries: Yes/No **No**
 ✓ Any other difficulty, give details: _____

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

- i. Whether the construction work of playground inaugurated/started during the visit of the officer in BZV1 has been completed: Yes/No **No Not started yet**
 If not, likely date of completion: _____ (date)
 ii. Whether any other works started during Back to Village-1 have been completed: Yes/No **Not Applicable**
 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 BZV1: Yes/No **Yes**
 If yes, amount released: Rs 2 lakh.
 Whether works identified in BZV1 have been started: Yes/No **No**
 Likely date of completion: _____ (date)

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:
R.D.D.	NREGA	yes	
R.D.D.	1km FC Fractor Road (5km)	yes	
R.D.D.	Bowli	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) Anganwari Workers/Helpers | (Yes/No) |
| d) RDD staff | (Yes/No) |
| e) JEs/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: nil

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

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

vi. Areas of major complaints brought to notice:

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
Construction of Road	PWD	Yes/No	
Drinking water	PHE	Yes/No	
Power Supply	PDD	Yes/No	

vii. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Road	PWD	Yes/No	
Water	PHE	Yes/No	
Power Supply	PDD	Yes/No	
Tele - -communication	BSNL JIO AIRTEL	Yes/No	
Bank/ATM	Bank	Yes/No	

0) 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 Yes
If no, reason thereof _____
- ii. Whether the schemes and activities approved under GPDP for 2019-20 are under implementation Yes/No Yes
- iii. Whether Panchayat-wise disaggregation of the resources earmarked for the schemes for 2020-21 has been done by the Sectoral Officers Yes/No Yes
If no, reason thereof _____
- 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 No
If no, the officer should get it installed and confirm Non-Availability of Panchayat Ghar
- v. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GPDP Portal for preparation of GPDP 2020-21 Yes/No Yes
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 (8-11-19)			2 nd Meeting Date (18-11-19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	Agriculture	AEAL	1	Agriculture	AEAL
2	Animal Husbandry	Veterinary Pharmacist	2	Animal Husbandry	Veterinary Pharmacist

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Sheep Husbandry	Stock Assistant	3	Forest	Forest Guard
4	ICDS	Anganwadi Worker	4	PHE	Motor Man
5			5	Horticulture	Clerk
6			6	Fishery	Attendant
7			7	ICDS	A.W.W Teacher
8			8	Education	
			9	PDD	Line Man
			10	SHEEP HUSBANDRY	Stock Assistant

If no, reason thereof _____

- vi. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting Yes/No Yes
If no, Reason thereof _____
- vii. Whether the GPDP Plans are being approved by the Gram Sabha Yes/No Yes
If no, reason thereof _____
- ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal Yes/No No
If no, reason thereof Approved in Gram Sabha in B2V2 (VLW to demonstrate the reports to the Visiting Officer)

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GPDP plan for 2020-21: Yes/No.
If no, reason thereof: Yes.

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 Yes
If no, reason thereof: _____
- ii. Is the Social Audit Committee framed in B2V1 conducting social audit: Yes/No No
- iii. Whether the issues raised during the audit are being redressed by the department concerned: Yes/No
If no, reason thereof: Social Audit Committee not conducting audits.

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
08	- Kathua - Mahanpur	Awareness about Scheme	06

- ii. Quality of training: Poor/Satisfactory/Very Good/Excellent Satisfactory
- iii. Whether any exposure visit within J&K/outside has been conducted: Yes/No Yes
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 Good
- v. Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats:
- a. Elected representatives : Poor/Satisfactory/Good/Excellent Good
- b. General Public : Poor/Satisfactory/Good/Excellent Good
- (Visiting officer to read out the schemes from the pamphlet available)

III. 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	72	20	low percentage	0
Scholarship for Minority students	n/d	n/d	Not Applicable	0
Pension - Old Age	27	12	under process	01
Pension - Widow	4	3	- do -	0
Pension - Disability	13	5	under process	0
PM Kisan Nidhi	202	45	under process	0
Ayushman Bharat	50	150	Delay from Khidmat centre	0
PM Jeevan Jyoti Bima Yojana	} concerned official not present.			
PM Suraksha Bima Yojana				
PM Awas Yojana - Gramin	14	90	under process	0
State Marriage Assistance Scheme	} concerned official not present.			

	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	198	-	-	0
Ladli Belli	7	05	Documents Not Available	
Swachh Bharat Mission- Individual Household Toilets	173	-	-	0
PM Ujjwala Yojana	} Concerned official Not present			01
Ujala				
Jandhan Account				
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	Nil	-	0
Electricity connection	Nil	-	0

* 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.

I) DOUBLING FARMERS INCOME

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi ✓
- Major sources of irrigation: Canal/Khuls/Tube well/Ponds/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 **NO**
 ✓ If yes, please specify (Canal/Ground 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 **Yes**
 If yes, please specify: **ponds**
- Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No **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:
ponds to harvest Rain water.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. **60** %age)
- Are adequate HYV seeds available to the farmers: Yes/No **yes**
- If no, reasons thereof: _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kissan Credit Card 150 (Nos)
- No. of farmers who have availed loan facility through KCC during 2019 52 Nos.
- No. of farmers who applied for KCC Loan but not provided so far 70 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: Requisement of specified documents.

- Suggestions for improving the process of availing loan under KCC
Banks to provide relaxation for specific document with suitable alteration.

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi) _____
 - Through un-organized market _____
 - Any other, please specify: No Road Connectivity
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:
Provide Road Connectivity
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

- Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat: Yes/No ☒ No, as Area is Rainfed with No irrigation source.
 ✓ 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	10-15	40
2	Dairy units	200	60
3	Sheep Units	80	30
4	Fish Ponds	=	-

6. Suggestions for encouraging more households/farmers to set-up rural units
Connectivity

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

1. Mushroom Cultivation

2. Sericulture/Apiculture

Backyard poultry

3. Sheep & Goat Rearing

4. Mango tree plantation

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE

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

2. If no, the number of people in the Panchayat yet to get Aadhaar card 400

3. Overall satisfaction level of the people about the ration shops
 Poor/Satisfactory/Excellent Satisfactory

Major problems/complaints with regard to ration shops

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

h) any other N/A

ii. Number of FIRs registered in last 3 months: N/A

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

iv. Public perception:

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

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

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	<ul style="list-style-type: none"> Within 1 month <u>✓</u> More than 1 month Never 	
Social welfare	<ul style="list-style-type: none"> Within 1 month More than 1 month <u>✓</u> Never 	
Police Station	<ul style="list-style-type: none"> Within 1 month More than 1 month <u>✓</u> Never 	
PHE	<ul style="list-style-type: none"> Within 1 month More than 1 month Never <u>✓</u> 	

PDO	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never
Any other	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never

vi Any specific observation or complaint regarding any particular department

No staff is there in water filtration plant at chhau municipal

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 2000

iv Number of children in the age group of 4-14 years enrolled in the schools 175

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

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

✓ If yes, details of schools High School Athialla

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

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

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

1) GENERAL ASSESSMENT OF THE VISITING OFFICER

i Urgent public requirements in order of priority (Max. 10)

1 Construction of Roads

2 Water supply / Availability

3 Electricity Supply

4 Tele Communication

5 Addressing of ration card enrollment

6 Banks branch / ATM

7 Sheep / Animal dispensary

ii Any major complaint brought to notice of the Visiting Officer

1 Incomplete Toilet/Washroom in High School Athialla

2 perching waste of Roads

3 Non Availability of drinking Water

III Overall perception of functioning of the government:

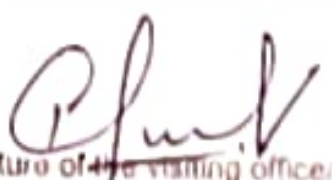
The area is lagging in most of the Sectors and getting poor public services because of no road connectivity.

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 foremost requirement is road connectivity so that the public can avail Emergency Services like health, veterinary and others like higher Education in time.

Encl - 02 leaves


Signature of the visiting officer

Name Dr. Rajnish Kumar