



# Back to Village 2

B2V2

**Governance at the Doorstep**

November 25-30, 2019

*Khasipora*

**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: Reyaz Ahmad Shah
- ii. Designation: Agriculture Extension officer.
- iii. Department/place of posting: Agriculture / Pampore.
- iv. Mobile No: 9149460208
- v. Email id: shahreyaz10@gmail.com
- vi. Home District: Srinagar
- vii. Dates of visit: ✓✓ 25/26/27/28/29/30, November 2019

### B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: Khasipura
- ii. Local Government Directory (LGD) code of the Panchayat: 2240 (242922)  
(To be sourced from Rural Development Department/by DC)
- iii. Name of CD Block: Teal
- iv. Name of Tehsil: Teal
- v. Name of District: Pulwama.

### C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 02
- ii. No. of hamlets in the Panchayat: 02
- iii. No. of households in the Panchayat: 221
- iv. Population (approx.) of the Panchayat: 1242  
Male: 651  
Female: 591

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

S. No.	Department	Designation of the officer/official
1	Gulzar Ahmad Naik	Senior veterinary Pharmacist / Animal Husbandary.
2	Ashfaq Hussain Shah	
3	Tahir Majid Shah	Field Assistant NYC / Social welfare.
4	Rafiq Hussain Wani	Technician - II / Horticulture
5	Shamim Ahmad Bhat	Teacher / Youth Service & Sports.
6	Manzoor Ahmad Shah	Line Man II / PDS
7	Pramjeet Singh	Assistant Line Man / PHE
8	Nazir Ahmad Mir	watchee / Forest.

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 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 Panchayati Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No	Yes/No	Not applicable
Computer/printer	Yes/No	Yes/No	Not applicable
Telephone facility	Yes/No	Yes/No	Not applicable.

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: 25-11-2019

iii. Whether the Karwai register is being maintained by the Panchayat Secretary: Yes/No ✓

(Officer to inspect the register)

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

v. Bank Account opening and receipt of funds:

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether at least one transaction has been made
14 <sup>th</sup> Finance Commission	Yes/No	Panchayat Secretary	Yes/No	135922 2.11	Yes/No
ICDS (Nutrition)	Yes/No	CDPO	Yes/No	34000	Yes/No
ICDS (Honorarium)	Yes/No	CDPO	Yes/No	Nil	Yes/No
Mid Day Meals (MDM)	Yes/No	Zero	Yes/No	Nil	Yes/No
Own resources of Panchayat	Yes/No	Nil	Yes/No	Nil	Yes/No
Any other Scheme, If yes, indicate name	Nil	Nil	Nil	Nil	Nil

(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. 14<sup>th</sup> 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. (66 % to total)

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

If no, reason thereof: \_\_\_\_\_

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

No. of works started: Nil No. ( 0 % to total,

If no, reason thereof: Internet Problem due to uncertainty

f. Who is issuing work order for works being executed under 14<sup>th</sup> FC (tick one):

1) Sarpanch ( )

2) BDO (✓)

3) Others (specify): \_\_\_\_\_

viii. Integrated Child Development Scheme (ICDS):

a. Is the Panchayat/Sarpanch purchasing nutrition items at Panchayat level for use in the Anganwadi Centres of the Panchayat: Yes/No ✓

If no, reason thereof: Lack of Joint account.

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

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: joint account has not received amount till date.

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: Due to lack of Joint account

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

If no, reason thereof: \_\_\_\_\_

Also mention if it is being provided by someone else: Department of Education.

- 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 46 lakh

✓ No. of works approved: 23

✓ No. of works started: Nil

✓ No of works completed: Nil

✓ No of Job Card holders in the Panchayat: 183

✓ No. of man days generated: Nil

- 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 are available.

- 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
- 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	
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/No	
Patwari	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
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 ✓

If yes, who: \_\_\_\_\_ (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: \_\_\_\_\_ (specify number of days)

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

✓ Any other difficulty, give details: - Nil -

#### 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) Two number of Public Parks (estimates) <sup>awaiting</sup>

(2) - Nil -

(3) + Nil -

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

If yes, amount released: Rs 2.00 lakh.

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

Likely date of completion: In future (date)

- iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after B2V-1, details thereof:

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/No)	Remarks:
	- Nil -		
	- Nil -		
	- Nil -		
	- Nil -		
	- Nil -		

- v. Whether any improvement in attendance of following Government functionaries has been noticed after B2V1:

- |   |  |
|---|--|
| a) Doctors/Paramedics/other Health staff  | <input checked="" type="checkbox"/> (Yes/No) |
| b) Teachers/ReT Teachers                  | <input checked="" type="checkbox"/> (Yes/No) |
| c) Anganwari Workers/Helpers              | <input checked="" type="checkbox"/> (Yes/No) |
| d) RDD staff                              | <input checked="" type="checkbox"/> (Yes/No) |
| e) JEs/other engineering staff            | <input checked="" type="checkbox"/> (Yes/No) |
| f) Agriculture/Horticulture staff         | <input checked="" type="checkbox"/> (Yes/No) |
| g) Animal Husbandry/Sheep Husbandry staff | <input checked="" type="checkbox"/> (Yes/No) |

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

Food Supplies Department.

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

Any department whose officers/officials has not visited the Panchayat even once since B2V1: - Nil -

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1 - Nil -



vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
- Nil -		Yes/No	
- Nil -		Yes/No	
- Nil -		Yes/No	

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Lack of Primary Health Centre	Health	Yes/No ✓	
Sanitation Problem & no solid waste management	RDD	✓ Yes/No	Land has been identified for pits.
Inadequate Road facilities	RDD	✓ Yes/No	Some road works have been taken up under 14th FC
Electricity Problems	PDD	✓ Yes/No	Grievances have been submitted to concerned Dept
Pollution & Erosion of Springs	RDD	✓ Yes/No	Concerned Dept has taken many Springs for their conservation

## 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: \_\_\_\_\_

- 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 resources

- 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: \_\_\_\_\_

they have been directed to get it installed.

- 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: \_\_\_\_\_

uploading not done, back of lack of internet facilities.

- 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 <sup>st</sup> Meeting Date (18-7-2019)			2 <sup>nd</sup> Meeting Date (27-9-2019)		
S. No.	Department	Designation	S. No.	Department	Designation
1	RDD	Inspector	1	PHE	Helper
2	Agriculture	AEA	2	Forest	watcher

1 <sup>st</sup> Meeting Date ( )			2 <sup>nd</sup> Meeting Date ( )		
S. No.	Department	Designation	S. No.	Department	Designation
3	Health	Senior Pharmacist	3	R&B	Road Worker
4	Food Supplies	Store Keeper	4	RDD	GRS
5	ICDS	AWW	5	Sheep Husbandry	Flock Supervisor
6	Education	Teacher	6	Agriculture	AEA
7	PDD	Line man	7	Education	Teacher
8	Animal Husbandry	Sup	8	Health	Senior Pharmacist.

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: Lack of Internet facilities.  
(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: \_\_\_\_\_

## 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: Due to Uncertainty

- 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
2	BDO office Panchayat Awaripura	Ray System	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:

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	Nil	Nil		Nil
Scholarship for Minority students	Nil	Nil		Nil
Pension - Old Age	67	21	due to verification	
Pension - Widow	Nil	Nil		Nil
Pension - Disability	Nil	Nil		Nil
PM Kissan Nidhi	110	25	mismatch account	Nil
Ayushman Bharat	Nil	Nil		Nil
PM Jeevan Jyoti Bima Yojana	04	Nil		Nil
PM Suraksha Bima Yojana	07	Nil		Nil
PM Awas Yojana - Grameen	Nil	Nil		Nil
State Marriage Assistance Scheme	47	47	Have not approached TSWO office.	

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	153	6	job cards not available	nil
Ladli Beti	18	2	Verification	nil
Swachh Bharat Mission-Individual Household Toilets	52	06	non availability of funds	nil
PM Ujjwala Yojana	130	Nil	-	They have been provided on Rs 1000 to Rs 1500 /connection.
Ujala	-	-	-	The employees concerned did not show the statement
Jandhan Account	-	-	-	
PM Matru Vandana Yojana	17	4	Lack of funds	Provided to them in installments

\* 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	30		- nil -
Electricity connection	10		- nil -



- \* 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.

## 1) DOUBLING FARMERS INCOME:

### 1. IRRIGATION

- i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi ✓
- ii. Major sources of irrigation: Canal/Khuls/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify): ✓ ✓ ✓
- iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient ✓
- iv. 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: \_\_\_\_\_ (tick as many as needed) ✓
- v. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/no ✓  
If yes, please specify: Public Land at Nahar village
- vi. Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No ✓
- vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: nil
- viii. No. of farmers who intend to use drip/sprinkler irrigation: nil (Nos.)
- ix. Any suggestions to improve irrigation facilities in the Panchayat:

Disilting of irrigation Canals.

### 2. HIGH YIELDING VARIETY (HYV) SEEDS:

- i. Farmers using High Yielding Variety seeds (Approx. 25 %age)
- ii. Are adequate HYV seeds available to the farmers: Yes/No ✓
- iii. If no, reasons thereof: Lack of Seed stores in the Panchayat.

### 3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without Kissan Credit Card N:1 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019  
15 Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far  
\_\_\_\_\_ Nos.
- iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant):
  - a) Difficult processes and procedures \_\_\_\_\_
  - b) Delay by concerned Deptt. \_\_\_\_\_
  - c) Delay by bank concerned \_\_\_\_\_
  - d) Any other problem, please specify: \_\_\_\_\_
- v. Suggestions for improving the process of availing loan under KCC  
\_\_\_\_\_  
\_\_\_\_\_

### 4. MARKETING INTERVENTIONS:

- i. How is agriculture/horticulture produce sold (tick whichever relevant):
  - a) Through organized market (mandi) \_\_\_\_\_
  - b) Through un-organized market ✓
  - c) Any other, please specify: \_\_\_\_\_
- ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:  
Establishment of Primary Agriculture Cooperative Societies.
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:  
Linking the farmers to e-NAM.  
Facilitation of e-registered vans for exporting farm produce to outside the state.

### 5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

i. 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)
1	Kale & Knel Khol	Broccoli (Exotic vegetable)	
2	Indigenous Tomato varieties	Cheery Tomato	
3	Paddy (local varieties)	Mushkud; (aromatic rice)	

### 6. INCREASING LIVESTOCK PRODUCTION:

i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent

ii. Status of households/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new units

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	Nil	8
2	Dairy units	Nil (Sanctioned 4)	2
3	Sheep Units	Nil	15
4	Fish Ponds	Nil	Nil

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

Enhancing Subsidy Component  
Awareness Programmes.

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

1. Farm Mechanisation.
2. Intervention of High yielding Varieties.
3. Post-harvesting food processing & value addition.
4. Bee-keeping & Mushroom Cultivation.
5. Encouraging Cottage Industries.

**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: \_\_\_\_\_

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 <input checked="" type="checkbox"/> |
| b) Inadequate stock:                               | Yes/No <input checked="" type="checkbox"/> |
| c) Overcharging:                                   | Yes/No <input checked="" type="checkbox"/> |
| d) Rude behaviour of store owner:                  | Yes/No <input checked="" type="checkbox"/> |
| e) Long distance to be covered to reach the store: | Yes/No <input checked="" type="checkbox"/> |
| f) Non-display of rates:                           | Yes/No <input checked="" type="checkbox"/> |
| g) POS machine not working:                        | Yes/No <input checked="" type="checkbox"/> |



- 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 ☒ Yes
- 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: Police Public Melas should be organised at Panchayat Level.

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	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month</li> <li>• Never</li> </ul>	within 1 month
Social welfare	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month</li> <li>• Never</li> </ul>	more than 1 month
Police Station	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month</li> <li>• Never</li> </ul>	within 1 month
PHE	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month</li> <li>• Never</li> </ul>	within 1 month

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

vi. Any specific observation or complaint regarding any particular department:

Nil

#### K) OTHERS:

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

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

(Visiting officer to collect a copy of the Plan)

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

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

v. Is there any High/Higher 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: \_\_\_\_\_

✓ 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 ☒ Yes

**L) GENERAL ASSESSMENT OF THE VISITING OFFICER:**

I	Urgent public requirements in order of priority (Max. 07):
	1. Fencing of Govt. Middle School Nahar
	2. Upgradation of existing dispensary at Khasipura & deployment of more staff.
	3. Food Supplies Centre at village Nahar.
	4. Construction of Passenger sheds at Village Nahar & Khasipura.
	5. Construction of Bund at Masjid Kaul at the house of Nooki w/o: Ab. Salam wani R/o: Khasipura (Mukdham Mahall).
	6. Repair of Road from Gurdawara to Nahar immediately, road is in shambles and needs repairment in the first instance.
	7. To magadamise the road from Dohiwar to Khalil and also suitable drainage system on both sides of the road to save it from erosion
II	Any major complaint brought to notice of the Visiting Officer:
	To provide suitable staff alongwith essential medicines at the health primary centre and accomodation facility for staying at night alongwith a trained nurse.

III Overall perception of functioning of the government:

Overall perception of people about govt. functioning is good. More people friendly policies are needed for strengthening the administration at grass root level.

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 basic should be the focus points of administration. 24x7 Power Supply along with other basic facilities should be given priority. Overall, people are responsive to govt. policies and there is vast scope of govt. for bringing social and economic development in the Panchayat.

Signature of the visiting officer

Name Levyz Ahmed Shah

Pnt. - Khasipore