

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

S. No.	Department	Designation of the officer/official
1	ICDS	Anganwadi worker
2	Irrigation	A-EC/ Gangadoddi.
3	Forest Deptt.	Forest Guard
4	Rural Dev Deptt.	Village-level worker/GRS
5	Social Forestry	Junior Muli
6	Animal Husbandry Horticulture.	VP HDO
7	PWD	Junior Engineer
8	Medical Revenue Power Development Deptt	ANM (FMPHM) Patwar Line Man
Education		Headmaster.

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

1. 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

2. Whether the BOC office has been established (in case the officer visits block Panchayat) Yes/No/Not applicable

ii. 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: 19-11-2017

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

Date of last meeting held: 23-09-2017

iii. Whether the Karnal 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 th Finance Commission	Yes/No ✓	Secretary Panchayat	Yes/No ✓	32.90	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	Member Secretary	Yes/No ✓	0.14	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	Member Secretary	Yes/No ✓	0.97	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓		Yes/No ✓		Yes/No ✓
Own resources of Panchayat	Yes/No ✓	Secretary Panchayat	Yes/No ✓	0.12	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 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: 19 No. (80 % to total)

- xi. 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

xii. 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	RDO	Yes/No	
V.L.W	RDO	Yes/No	
JE	RDO	Yes/No	
CCPO	Social Welfare	Yes/No	
TSWO	Social Welfare	Yes/No	
Anganwadi Supervisor	Social Welfare	Yes/No	
Headmaster/Principal/ZEO	School Education	Yes/No	
Uc MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Nailo-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: _____

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

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) Link Road to House of Shalini & others - March 2020

(2) Link Road from House of Ashok Kumar to Samson Chat
March 2020

(3) _____

- iii. Whether any funds have been released for works identified in BZV1: Yes/No

If yes, amount released: Rs. _____ lakh.

Whether works identified in BZV1 have been started: Yes/No

Likely date of completion: March 2020 (date)

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

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
KOD	6		

v. Whether any improvement in attendance of following Government functionaries has been noticed after BZV-1.

- | | |
|---|--|
| a. Doctors/Paramedics/other Health staff | (Yes/No) ☒ |
| b. Teachers/NET Teachers | (Yes/No) ☒ |
| c. Anganwadi Workers/Helpers | (Yes/No) ☒ |
| d. RDD staff | (Yes/No) ☒ |
| e. JE's/other eng. meeting 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: _____

Any department whose officers/officials has not visited the Panchayat even once since BZV-1: _____

Any department which has organized any event or camp or tour of senior officer in the Panchayat since BZV-1: _____

vi. Areas of major complaints brought to notice:

Major area of complaint made during BZV-1	Department	Resolution of Complaint	Remarks
		Yes/No ☒	
		Yes/No ☒	
		Yes/No ☒	

vii. Major problems confronting the people:

Major problem highlighted during BZV-1	Department	Resolution of problem	Remarks
		Yes/No ☒	
		Yes/No ☒	
		Yes/No ☒	
		Yes/No ☒	

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Education	Headmaster	3	Swamp Husbandry	Swamp Assistant
4	Health	Asst. Nurse	4	Animal Husbandry	Stock Assistant
5	RDD	VLW	5	Medical Department	F.M.P.W.
6	PHE	ALM / Asst. Nurse	6	Scient. Welfare & Surveying	Supervisor
7			7	Fisheries Deptt.	Guard.
8			8	Agriculture Deptt. P.D.D. Horticulture	Line Man

If no. reason thereof: _____ PHE. Senior Engineer.

vii. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting : Yes/No

If no. Reason thereof: _____

viii. Whether the GPDP Plans are being approved by the Gram Sabha: Yes/No

If no. reason thereof: _____

ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No

If no. reason thereof: _____

(VLW to demonstrate the reports to the Visiting Officer)

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	285	20		
Ladli Beti				
Swachh Bharat Mission- Individual Household Toilets	324	70	Non availability of Funds	
PM Ujjwala Yojana	180	30		
Ujala				
Jandhan Account	240	15	Non availability of bank details	
PM Matri Vandana Yojana	4	8	Non availability of Funds	

* 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	117	Due to non availability of funds	-
Electricity connection	3	-	-

* 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.

ii) DOUBLING FARMERS INCOME:

1. IRRIGATION

i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kand

ii. Major sources of irrigation: Canal/Khuli/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Other (please specify):

iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient

iv. Are there any untapped irrigation sources in the Panchayat: Yes/No

* If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Pond/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: _____

vi. Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No

vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: _____

viii. No. of farmers who intend to use drip/sprinkler irrigation: _____ (Nos.)

ix. Any suggestions to improve irrigation facilities in the Panchayat:

i) Remediating of Piped Canal

ii) Sprinkling of Field Staff

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx. 70 %age)

ii. Are adequate HYV seeds available to the farmers: Yes/No

iii. If no, reasons thereof: _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kissan Credit Card ____ (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019 ____ Nos.
- No. of farmers who applied for KCC Loan but not provided so far ____ Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
 - Difficult processes and procedures ____
 - Delay by concerned Deptt. ____
 - Delay by bank concerned ____
 - Any other problem, please specify: ____
- Suggestions for improving the process of availing loan under KCC ____

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi) ____
 - Through un-organized market ____
 - Any other, please specify: Local Market (Mettichahat)
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:

Need to develop local small markets for citrus crop
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

Cultivation of lime, Sweet lime, Graped lime being bought over

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)
	<u>Very profitable highly yielding</u>	<u>Improved varieties of fruit/veg like plum, apple, muskmelon etc.</u>	

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	—	02
2	Dairy units	—	02
3	Sheep Units	—	10
4	Fish Ponds	—	04

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

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

1.	High yield variety of seeds to farmers
2.	Green House to farmers
3.	dry/shrinkle irrigation
4.	organic farming
5.	cattle & poultry sheds

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

1. 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: 150

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

h) any other: _____

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

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: The response of the Panchayat should settle the local dispute at your own 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	• Within 1 month ☒ • More than 1 month • Never	
Social welfare	• Within 1 month ☒ • More than 1 month • Never	
Police Station	• Within 1 month ☒ • More than 1 month • Never	
PHE	• Within 1 month ☒ • More than 1 month • Never	

PDO	• Within 1 month ✓ • More than 1 month • Never	
Any other	• Within 1 month • More than 1 month • Never	

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

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: 220

iv. Number of children in the age group of 4-14 years enrolled in the schools: 210

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

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

✓ If yes, details of schools: _____
✓ If yes, whether the machine is functional: Yes/No

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

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

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Urgent public requirements in order of priority (Max. 07)
	upgradation of existing roads being under the jurisdiction of Panchayat Rajal-A and construction of new roads: 1) from Bada Moha to Ganganagar Road Rajal Keri, from Rajal Moha to Ganganagar Road Rajal Keri to be the nearest bus stop
	2. Enduse work of Tullian Tann School road construction to be completed from end Angamudi Centre in ward no 2.
	3. Road from Main Road Tullian to Station Road & D/S system of PHE depth needs to be upgrated in ward 3
	4. Angamudi Centre in ward 5 required.
	5. Fabrication & PHE to be required in ward
	6. Only one no installment under PHEKY is released till date and balance installments shall be released immediately.
	7. Flood protection works and drain channels required at various spots along the Rajal Canal
II	Any major complaint brought to notice of the Visiting Officer:
	a) TCP Bridge to Patel Road required for better connectivity to the people of Tullian Tann area
	b) Magic Auto permit issued to Rajal Top but auto ply on Tann bridge instead of Rajal Top

III	Overall perception of functioning of the government:	
		Satisfactory.
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)	
		Overall assessment of Panchayat Raj-A is satisfactory.

Signature of the visiting officer
Name Asst. Secy. Kumar Gupta