



# Back to Village 2

B2V2

*Governance at the Doorstep*

November 25-30, 2019



Government of Jammu & Kashmir



**LIEUTENANT GOVERNOR  
JAMMU & KASHMIR**



**RAJ BHAVAN  
JAMMU-180001**

## Message

In June 2019, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both daunting and ambitious - a public outreach of this size and scale had never been attempted before, certainly not in a state like Jammu & Kashmir with its unique problems of geography, climate and law and order.

Undaunted by the skeptics and the naysayers we decided to go ahead with the programme. The response of the programme exceeded our own expectations. Everywhere the visiting officers were welcomed, feted and honoured. The affection and respect with which officers were received across geographies was, for us, a testimony to the innate goodness and hospitality of the common people. The officers spent two days and a night with the people - living with them, eating the same food and learning first hand the challenges and difficulties of their existence. For many it was a unique learning experience - the sweet love of nature brought home to them the *beauteous forms of things*; for others was a humbling experience as it laid bare to them the dignity which the rural population lives, notwithstanding the myriad challenges of their existence. Such was the enthusiasm generated by the programme that a resident of Shopian District wrote to the Hon'ble Prime Minister about this programme following which the Prime Minister made a mention of it in his *Mann Ki Baat* Programme calling it a 'festival of development, public participation and public awareness'.

Encouraged by the success of the first edition of the programme, we have now decided to embark on its second phase. While the first phase of the programme was focussed on collecting feedback and assessing needs, the second phase intends to look more closely at the task of empowering, energising and institutionalizing the functioning of Panchayati Raj Institutions, invariably they will associate Panches/Sarpanches. The other objective of this edition of the programme will be to look at the various flagship programmes and individual beneficiary oriented schemes and learn more about the impediments, grievances which hampers their full implementation and their disposal also be ascertained. The visiting officers would also study agriculture and allied activities in the Panchayats, particularly with the objective of our national goal of doubling farmers' income by 2022.

I am confident that our entire team will once again rise to the occasion and replicate the success of the first edition of the programme. I am also confident that the Deputy Commissioners and Administrative Secretaries will create the necessary conditions for the visiting officers to discharge their role effectively. I am equally sure that this programme will evolve into an institutionalized, doorstep governance programme which will not only be a genuine, unadulterated ear to the ground but will also cut the infamous red tape and help in delivering development better and faster.

3 June 2019  
(G. C. Mumm)

## **General Instructions for the Visiting Officer**

### **Back to Village 2 (B2V2)**

- i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.
- ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.
- iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focussed programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. She/he must also be familiar with 14<sup>th</sup> FC, MDM and ICDS (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GDP) and also ensure the constitution of various committees including Panchayat Biodiversity Committee.
- v. He/she shall hold detailed deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.
- vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.
- vii. The officer should assess the level of functionality of the Panchayat, infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold detailed meetings with Panchayat members and also officials.



viii. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwadi Centres etc. as possible. He should also inspect at least some of the works carried out/being carried out under various schemes like 14<sup>th</sup> FC, MNREGA and other government programmes. In case, there is a languishing project in the village, the officer should certainly inspect the same and record its progress.

ix. In addition to all other activities that the visiting officer will carry out, he/she should lay special emphasis on 100% enrolment of school children (age 4-14 years), 100% coverage of PM-Kisan, Ayushman Bharat and 100% coverage of all beneficiary oriented schemes including pensions and scholarships. He/she should also try to understand how various government programmes can be better used for doubling rural incomes and energising rural/micro enterprises and village industries.

x. The visiting officer shall restrain himself/herself from giving or offering any commitment on behalf of the government.

xi. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensual view emerging from his interactions in the village.

xii. The report of the visiting officer shall be submitted both physically and electronically in the pre-circulated format. The officer should exercise all care and objectivity while filling up the same.

xiii. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner and his/her team and deposit the B2V2 booklets and any other lists/applications/grievances that may have been handed over to him/her during the visit.

## Suggested Activity Schedule for the Visiting Officer

### Pre and Post Visit Activities

- Meeting with the Deputy Commissioner for collection of documents and briefing regarding the visit before going to the Panchayat.
- Debriefing meeting with the Deputy Commissioner and submission of one copy of the filled-in booklet and other papers before leaving the district.

### Day 1

- Arrival in the Panchayat by 10 A.M. (capture picture).
- Attend the Gram Sabha:
  - Read out the charter of Fundamental Duties.
  - Discuss B2V1 report card, critical gap analysis report and obtain feedback on follow up of B2V1 activities.
  - Unveil the GPDP booklet in the Gram Sabha.
  - Get the resolution for approval of GPDP and MGNREGA passed in the Gram Sabha.
  - Unveil the 14<sup>th</sup> FC plan booklet in the Gram Sabha.
  - Inspect the four pass books- 14<sup>th</sup> FC, MDM, ICDS, Own Resources.
  - Check the purchase record register for MDM and ICDS.
  - Distribute the information flyers on Individual Beneficiary Based Schemes.
  - Fill up those columns of the B2V2 booklet which require Gram Sabha responses.
  - Distribute guidelines of government schemes which can help increase rural incomes e.g. Backyard Poultry, Dairy Entrepreneurship Scheme etc.
  - Get the Panchayat Biodiversity Committees constituted if not already constituted through a Panchayat (not Gram Sabha) resolution. The format for the resolution will be made available by the district administration.
  - Check Panchayat Asset register and Infrastructure register. If the same is not available, the officer will get it prepared.



- Collect copy of Panchayat Plastic Collection and Disposal plan.
- Get scheme-wise list of individuals who are desirous of accessing individual beneficiary oriented schemes but have not applied so far.
- Collect any complaint/grievance that people may have, especially with regard to non-sanctioning of benefits under individual beneficiary oriented schemes.
- Get list of households without piped water/electricity connection.

#### **Day 1 Afternoon:**

- Visit local schools, health institutions, AWCs, government assets, banks, water bodies, tubewell, electric station, important private enterprises.
- Visit other villages in the Panchayat.
- Evening informal interaction with PRI representatives, frontline government functionaries and prominent citizens to discuss and deliberate upon the core problems/issues being faced by the locals of the Gram Panchayat and ways to increase rural incomes and energise village/micro industries.
- Capture evening interaction picture by 8.00 P.M.

#### **Day 2:**

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members:
  - Get various subjects/portfolios assigned to the panches by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
  - Inspect the *karwai* register and make the Panchayat members aware about the requirement of monthly meetings as per the Act.
  - Check the digital signatures of Sarpanch/Panchayat Secretary/Administrator.
  - Assess the functionality of Panchayats and discuss the difficulties being faced by the Panchayat in carrying out its functions and development works.
- Formal interaction with:
  - Frontline government functionaries (Doctor/Teacher/Patwari/Anganwadi Workers/ASHAs/ANMs/VLW/PDS storekeeper/representatives of PHE, PDD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
  - Social activists/NGOs.
  - Prominent citizens/retired teachers/Govt. employees/ex-servicemen etc.

**Day 2 Afternoon:**

- Visit the Panchayat Ghar/BDC office and check for furniture/computer.
- Install board at land identified for Panchayat Ghar.
- Lead *Grah Pravesh* Ceremony for completed PMAY houses.
- Inaugurate the previous B2V work and lay foundation stone for a new one.
- Inspect B2V/1/14<sup>th</sup> FC works/Languishing works/other developmental projects taken up.
- Inaugurate the playground : lay the foundation stone for CSC, start one sports event.
- Inaugurate/lay foundation stone of any other works which are available.

## 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: *Sudhir Sharma.*
- ii. Designation: *Assistant Engineer*
- iii. Department/place of posting: *PWD(R&B) Medical college Division Jammu*
- iv. Mobile No: *9419175769*
- v. Email id: *Sharma.sudhir116@gmail.com*
- vi. Home District: *Jammu*
- vii. Dates of visit: *25/26/27/28/29/30, November 2019*

### B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: *Gurha Brahmana East*
- ii. Local Government Directory (LGD) code of the Panchayat: *240478*  
(To be sourced from Rural Development Department by DC)
- iii. Name of CD Block: *Akhnoor*
- iv. Name of Tehsil: *Akhnoor*
- v. Name of District: *Jammu*

### C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: *1. Gurha Brahmana 2. Masakara,*
- ii. No. of hamlets in the Panchayat: *750/-* 3. *Patpuri* 4. *Arampur.*
- iii. No. of households in the Panchayat: *746/-*
- iv. Population (approx.) of the Panchayat: *2268/-*



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

S. No.	Department	Designation of the officer/official
1	Agriculture	ACA
2	PHE	J.E
3	RDD and PR	VLM
4	Sanitation	J.E
5	Animal Husbandary Revenue	VAS, Attendant Patrani
6	PDD Jark Bank	A.E Sr. Executive
7	Social welfare ICDS	Asst Teacher Supervision
8	Fishery FCS and CA	Dr. Inspector Fisheries T.S.O (Tetral supply officer)

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	Condition of furniture is average.
Computer/printer	Yes/No ✓	Yes/No	Computer is must (Digital India and Bharat net)
Telephone facility	Yes/No ✓	Yes/No	Telephone is must.

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: 26-11-2019

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 ✓

(Officer to inspect the register) Inspected and found maintained.

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 ✓	VLM	Yes/No ✓	29.866/-	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	Supervisor	Yes/No ✓	nil	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	-do-do-	Yes/No ✓	72900/- 0.729 lak.	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	Headmaster	Yes/No ✓	0.1112/-	Yes/No ✓
Own resources of Panchayat	Yes/No ✓	VLM	Yes/No ✓	1.039/-	Yes/No ✓
Any other Scheme, If yes, indicate name	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: 4 No. (33.33% 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. (Nil % to total)

If no, reason thereof: Non-willingness of Job card holders to do work and pending approvals regarding work but Pgt. Secretary assured that work will be started within 15 days.

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: ICDS Deptt. provides nutritional items on its own, till date.

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

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: Because honorarium is directly paid by JCDs 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: Because MDM items are purchased by Education Department.

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

If no, reason thereof: Because MDM items are provided by Education Department.  
Also mention if it is being provided by someone else: nil

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 12.28 lakh

✓ No. of works approved: 1 No.

✓ No. of works started: 1 No.

✓ No of works completed: nil

✓ No of Job Card holders in the Panchayat: 340 No's

✓ No. of man days generated: 102 (2019-20)

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: Budget is still not prepared by the pvt.

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



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: nil (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: Delay in approvals and  
issuance of construction material i.e Cement, steel etc.

#### 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: 31-1-2020 (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) Const. of Tractor Road at Gujjar Basti road no. 9  
Approval: - Pending?

(2) — — — — — —

(3) — — — — — —

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

If yes, amount released: Rs 8.0 lakh. ✓

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

Likely date of completion: 15-02-20 (date)

iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after B2V1 details thereof: Neither the work has taken up nor completed after B2V1

Sector/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks:
—	—	—	—
—	—	—	—
—	—	—	—
—	—	—	—
—	—	—	—
—	—	—	—

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

- 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:

Agriculture / RDD / JEs

Any department whose staff is absent most of the time: Horticulture and Fish

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 Answerers Camp organised by JEs & regarding PMJDY and PMUY



vi.

Areas of major complaints brought to notice: According to Kannad  
Register of P.H. Secretary signed by B2V1 visiting officer

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Release of Pending salaries on need base workers	PDD	Yes/No ✓	Partially Resolved
Shifting of firing range of P.S.F at Kuvargi	P.S.F	Yes/No ✓	Still going on
Installation of heavy capacity motor pump for lift irrigation at Pattana	Irrigation	Yes/No ✓	Still going on

vii.

Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Water Scarcity & draws supply is insufficient	PHE	Yes/No ✓	Still same
Electricity does voltage and unscheduled cuts	PDD	Yes/No ✓	Still same
Improvement of Road along the nallah at sand no. 6	RDD	Yes/No ✓	Still same
Few got pension others never got it	Social welfare	Yes/No ✓	Still same
Demands under ladder, Revenue PCs which P.H. never give	Revenue	Yes/No ✓	Still same

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

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

- 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: nil

- 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:

*Kanwar*  
*7-5<sup>th</sup>* Meeting Date (18-11-2019)

1 <sup>st</sup> S. No.	Department	Designation	2 <sup>nd</sup> Meeting Date ( — )		
			S. No.	Department	Designation
1	PDD	Meter-reader	1	—	—
2	Agriculture	AEA	2	—	—



1 <sup>st</sup> Meeting Date (      )			2 <sup>nd</sup> Meeting Date (      )		
S. No.	Department	Designation	S. No.	Department	Designation
3	Educating	Teacher	3	—	—
4	ICDS	अंगणवाडी workers	4	—	—
5	—	—	5	—	—
6	—	—	6	—	—
7	—	—	7	—	—
8	—	—	8	—	—

If no, reason thereof: nil

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)

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GDP 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: ND work taken up till date

- 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: ND work taken up till date

## 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
10 no's	Banderban Akhnoor	Regarding Panchyat Raj Act	3 days

- 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:

1. 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	42	-	-	-
Scholarship for Minority students	-	-	-	-
Pension - Old Age	61	35	Approved awarded again 2014	
Pension - Widow	31	10	-do - do	
Pension - Disability	34	5	-do - do	
PM Kissan Nidhi	257	-	-	
Ayushman Bharat	148	-	-	-
PM Jeevan Jyoti Bima Yojana	24	-	-	-
PM Suraksha Bima Yojana	57	-	-	-
PM Awas Yojana - Gramen	10 nos	77 nos	Funds are not provided	-
State Marriage Assistance Scheme	Old survey 30	New survey 60	not sanctioning by the DC	-

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	340	—	—	—
Ladi Bell	10	21	Not sanctioned yet	—
Swachh Bharat Mission—Individual Household Toilets	262	99	not willingness	—
PM Ujjwala Yojana	56	—	—	—
Ujala	640	—	—	—
Jandhan Account	130	—	—	—
PM Matru Vandana Yojana	7	—	—	—

\* 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	250 no's	Improvement of dist. system in Mullu Rajpootan	1 no. All Residents of W. no. 6 Manna Koon
Electricity connection	nil	—	—

and application is attached with this letter  
Boothet



- 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 ✓
  - ✓ 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 ✓
  - If yes, please specify: Pond at Gunka upper ward no.1
- Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No ✓
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: NO
- No. of farmers who intend to use drip/sprinkler irrigation: 5 NO. (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat:  
Improvement of dirt irrigation, Desilting of Canals and khuls and Rejuvenation of existing water bodies.

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

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

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

- i. No. of farmers without Kissan Credit Card 140 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019  
97 Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far  
None Nos.
- iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant):
- |                                       |           |
|---------------------------------------|-----------|
| a) Difficult processes and procedures | <u>✓</u>  |
| b) Delay by concerned Dept.           | <u>  </u> |
| c) Delay by bank concerned            | <u>  </u> |
| d) Any other problem, please specify: | <u>  </u> |

- ## V. Suggestions for improving the process of availing loan under KCC

There should be no age bar and

no need of Guarantor. Cooperation of concerned Departments is must.

#### 4. MARKETING INTERVENTIONS:

1. How is agriculture/horticulture produce sold (tick whichever relevant):
- a) Through organized market (mandi) ✓
- b) Through un-organized market ✓
- c) Any other, please specify: nil

- ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:  
Local Mandi should be established, Govt.
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:  
Should help the farmers to sell their products outside the Panchayat at good price.

— In case of surplus agricultural / horticultural products Government should buy these products at high MSP.



## 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 ☒ Yes ☐ No

✓ If yes, please specify:

Sr. No	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
1.	Maize	Rice (Basmati)	Basmati Rice has good market value and it needs less irrigation.
2.	Rajin	Mustard	Being oilseed it gets good market value.
3.	Baer	Hybrid Mango varieties	Hybrid Mango (Dusseai) gets good quality taste and good market value.

## 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	19	3 nos
2	Dairy units	32 units	6 units
3	Sheep Units	nil	nil
4	Fish Ponds	nil	nil

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

They should be taken into confidence that if their manufacturing products would be higher, Govt. will provide from them at good price.

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

1. Direct Marketing facility should be provided.
2. local Mandis should be estd. in that area.
3. E. marketing facility should be made available to the farmers.
4. superior and good variety of seeds should be provided to the people.
5. organic farming and markets for organic products should be estd.

#### 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: nil

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"/> |

Due to POS machine is there but out of working & availability of internet.



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 Dept. should hold friendly meetings with people on regular basis and it should provide as disclose information about laws.

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	<input checked="" type="checkbox"/> Within 1 month • More than 1 month • Never	<i>Satisfactory</i>
Social welfare	<input checked="" type="checkbox"/> Within 1 month • More than 1 month • Never	<i>Satisfactory</i>
Police Station	<input checked="" type="checkbox"/> Within 1 month • More than 1 month • Never	<i>Satisfactory</i>
PHE	<input checked="" type="checkbox"/> Within 1 month • More than 1 month • Never	<i>Satisfactory</i>

PDD	<input checked="" type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	Satisfactory
Any other	<input type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	nil

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: 92 nos

iv. Number of children in the age group of 4-14 years enrolled in the schools: 84 nos

v. Is there any High/Higer 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



1) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Urgent public requirements in order of priority (Max. 07):
→	<p>Const. of latrines and Gents Bathroom at N.no.1 near Pond and Const. of L/Road from Durga Resort to Pond at N.no.1</p>
	<p>Repair to existing pond and Const. of L/Road</p> <p>2. Culvert near Jamnala House N.no.7</p>
	<p>Provide 5 N.no. 63 kv transmission poles and conductors</p> <p>3. 1 no. of P.O. of veterinary and one no. of Anganwadi Centre at N.no.7</p>
→	<p>Const. of Cementation shed at N.no.3 and Const. of L/Road and side drain from School Road to Peer Baba via Gas Agency at N.no.6.</p>
	<p>Const. of 2 no. of Culverts near House of Kulvir Singh and House of Raminder Kaur at N.no.8</p>
	<p>Const. of L/R from School Road to Pashur Ram house at N.no.7 and shifting of 33 k.v electric wire passing over the H/O Vijay Singh at N.no.5</p>
	<p>Const. of Road by way of providing Premise 7. Carpet on Peer Baba road 300 m and Const. of lane by way of P/L Tiles main road to H/O Rakesh Kumar at N.no.3</p>
II	Any major complaint brought to notice of the Visiting Officer:
	<p>Compensation of Keth Road Const. by P.R.O from Pura chok to Manu Kanwal. Complaint against PHE, Disruption and PDD for sufficient water supply, shortage of drinking water, lack of Desilting/Repair of canals and khunds, insufficient no. of poles, worn out old wires, loose wiring and unscheduled power cuts respectively are common which are needed to look keenly.</p>



III	Overall perception of functioning of the government:
	<p>Gout. is doing good jobs to strengthen the Panchayati Raj system, doing its best in creating a good friendly environment for people participation in their own developmental works and providing best services at the people's doorstep, progress in some sectors is good and some need improvement. Overall functioning of Gout. is Progressive.</p>
IV	<p>Overall assessment of visit and suggestions:</p> <p>(The visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)</p>
	<p>Though the Gout is doing its best to solve the basic problems of people but the Gout is still far e.g electricity, Drinking water, Internal lanes, drains and roads, Sanitation, irrigation among others all need Gout's attention. Suggestions are: ① Adequate no. of electricity transformers, poles should be provided, from old wires should be replaced. ② Piped water connections to each individual house under the Panchayat mission should be enhanced. ③ In a handi area water conservation and rainwater harvesting under the Panchayat mission should be enhanced. ④ Rejuvenation of old water bodies should be done by the Panchayat.</p>

Signature of the visiting officer

Name

Sudhanshu Sharma