

Back to Village 2

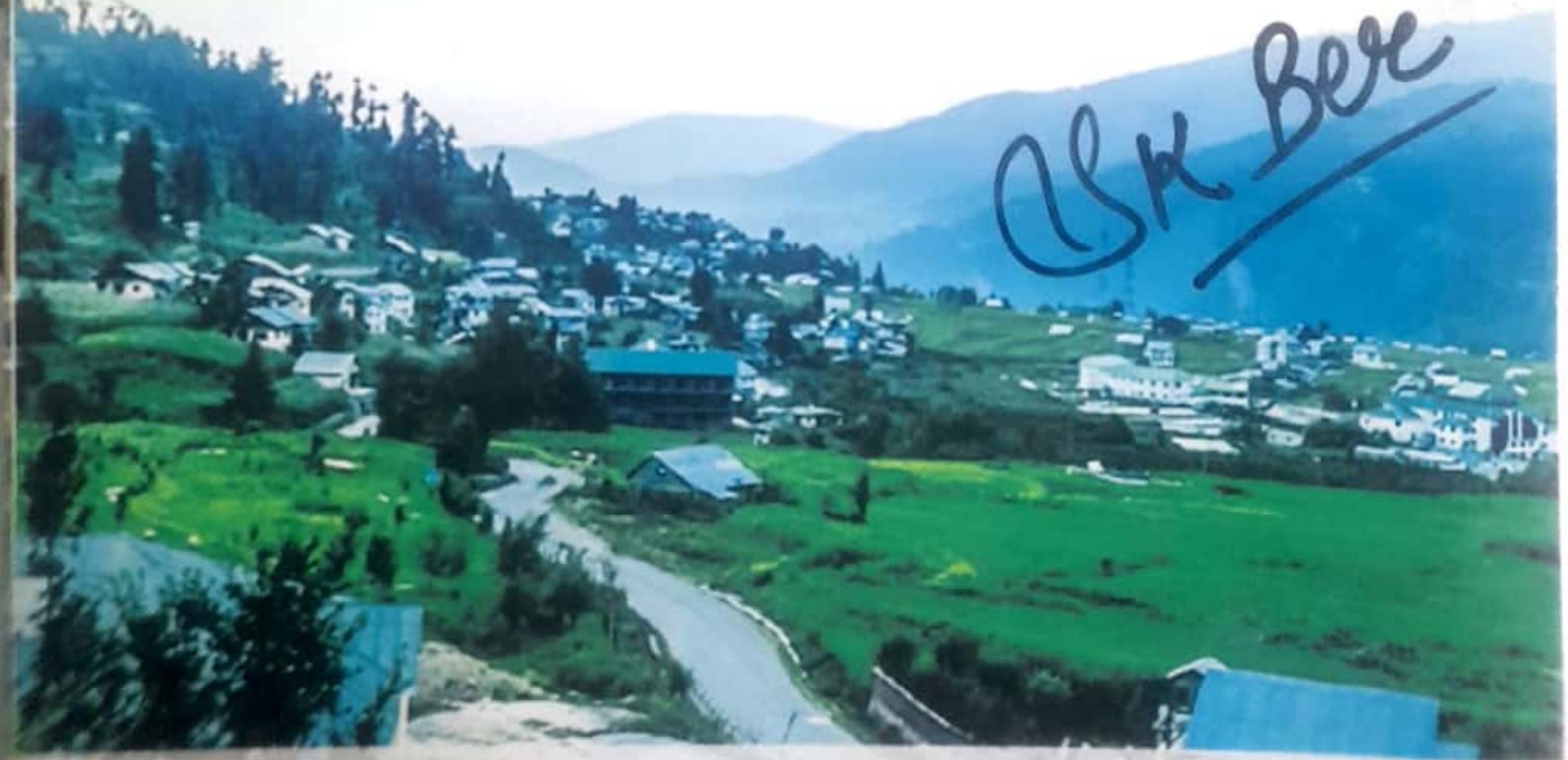
B2V2

Governance at the Doorstep

November 25-30, 2019

Xhoom

SK Bee



Back to Village 2 (B2V2) - Report

(Formal to be filled up by the Reporting Officer during his/her two day visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER:

- Name: Sudhakar Gupta
- Designation: Assistant Executive Engineer
- Department/Place of posting: PWD (ERO), Udhampur
- Mobile No: 9419152036
- Email id: sudhagupta97@gmail.com
- Home District: Udhampur
- Date of visit: 25/08/2019/29/08/2019, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: S.K. Ber
- Local Government Directory (LGD) code of the Panchayat: 240 346
(To be sourced from Rural Development Department by DC)
- Name of CD Block: Khoon
- Name of Tehsil: Majalla
- Name of District: Udhampur

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: One
- No. of wards in the Panchayat: 7
- No. of households in the Panchayat: 322
- Population (approx.) of the Panchayat: 1612

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

S. No.	Department	Designation of the officer/official
1	RDD	Secretary Panchayat (VLU)
2	Agriculture	AED
3	Revenue	Patwar
4	Health	PMPHW
5	PHE	Frontline worker
6	PDD	Frontline worker
7	Social welfare Dept.	Anganwari worker
8	PWD	Frontline worker

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat: Yes/No/under construction Yes
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 ✓

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

iii. 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	

iv. In case Panchayat has not been constituted, whether Administrator has been appointed: Yes/No NA

v. 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: 13.11.2019

ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No ✓
Date of last meeting held: 13.11.2019

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 ✓

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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 (Ru. in lakh)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No- ✓		Yes/No- ✓		Yes/No ✓
ICDS (Nutrition)	Yes/No ✓		Yes/No ✓		Yes/No ✓
ICDS (Honorarium)	Yes/No- ✓		Yes/No ✓		Yes/No- ✓
Mid Day Meals (MDM)	Yes/No- ✓		Yes/No ✓		Yes/No ✓
Own resources of Panchayat	Yes/No ✓		Yes/No ✓		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: 10 No 50 (to total)

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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: 3 No. (15 % 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

If no, reason thereof: _____

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

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: _____

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)

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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: _____

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: _____

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 14 lakh

✓ No. of works approved: 52

✓ No. of works started: N/L

✓ No of works completed: N/L

✓ No of Job Card holders in the Panchayat: 741

✓ No. of man days generated: 810

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

If yes, whether approved by the Gram Sabha: Yes/No

If no, reason thereof: _____

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- ii. 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

iii. 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
BOO	RDD	Yes/No	
V.L.W	RDD	Yes/No	
J.E	RDD	Yes/No	
CDPO	Social Welfare	Yes/No	
TSWO	Social Welfare	Yes/No	
Angamwadi 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			

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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: land not identified yet

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) works identified have not been approved for date

(2) _____

(3) _____

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

If yes, amount released: Rs. Nil lakh.

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

Likely date of completion: _____ (date)

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iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after BZV-1, details thereof: No work sanctioned

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

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

i) Doctors/Paramedics/Other Health staff	(Yes/No) <u>✓</u>
ii) Teachers/Ret Teachers	(Yes/No) <u>✓</u>
iii) Anganwadi Workers/Helpers	(Yes/No) <u>✓</u>
iv) PGO staff	(Yes/No) <u>✓</u>
v) JEs/Other engineering staff	(Yes/No) <u>✓</u>
vi) Agriculture/Horticulture staff	(Yes/No) <u>✓</u>
vii) Animal Husbandry/Sheep Husbandry staff	(Yes/No) <u>✓</u>

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 BZV-1: NIL

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

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vi. Areas of major complaints brought to notice:

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
Improvement of road from Desai to SK Ber	PWD	Yes/No <u>✓</u>	DPR Submitted
—	—	Yes/No	
		Yes/No	

vii. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Improvement of road from Desai to SK Ber	PWD	Yes/No <u>✓</u>	DPR Submitted
—	—	Yes/No	
—		Yes/No	
—		Yes/No	
—		Yes/No	

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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: Directed RDD officials / Panchayat & mohalla

v. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GPDP Portal for preparation of GPDP 2020-21. Yes/No

If no, the visiting officer to ensure that the meeting schedule is framed in his/her presence and confirm: —

vi. Whether the frontline workers of the subjects transferred to the Gram Panchayats are participating in the scheduled Gram Sabha meetings. Yes/No

If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings:

1 st Meeting Date (5.11.2019)		2 nd Meeting Date (13.11.2019)	
S. No.	Department Designation	S. No.	Department Designation
1	RDD <u>Secretary (community)</u>	1	<u>Secretary (Panchayat)</u> RDD (V.L.W.)
2	<u>Social Welfare Dept.</u>	2	<u>Forest Dept.</u> Forest Dept. Frontline worker

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1 st Meeting Date (5.11.2019)			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	<u>Agriculture</u>	<u>AE A</u>	3	<u>Agriculture Dept.</u>	<u>AE A</u>
4	—	—	4	<u>Social Welfare Dept.</u>	<u>Programmer worker</u>
5	—	—	5	<u>Health Dept.</u>	<u>FM PHW</u>
6	—	—	6	—	—
7	—	—	7	—	—
8	—	—	8	—	—

If no, reason thereof: —

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

If no, Reason thereof: —

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

If no, reason thereof: —

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

If no, reason thereof: Process is under pipeline.
(V.L.W. to demonstrate the reports to the Visiting Officer)

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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

2. SOCIAL AUDIT:

Whether the details with regard to the schemes being implemented by the Gram Panchayat are placed before the Gram Sabha on quarterly basis for carrying out audit: Yes/No

If no, reason thereof: _____

Is the Social Audit Committee framed in B2V1 conducting social audit: Yes/No

Whether the issues raised during the audit are being redressed by the department concerned: Yes/No

If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS:

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
8	Uthupur/Dherna	Awareness for the existing Govt. Scheme	3 days

Quality of training: Poor/Satisfactory/Very Good/Excellent.

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

Whether any digital literacy training has been conducted for Sarpanches: Yes/No

If yes, quality of training: Poor/Average/Good/Excellent.

Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats:

a. Elected representatives

b. General Public

Poor/Satisfactory/Good/Excellent

(Visiting officer to read out the schemes from the pamphlet available)

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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	90	-		-
Scholarship for Minority students	-	-		-
Pension - Old Age	75	45	Submitted to Govt Dept but not sanctioned	-
Pension - Widow	30	16	- do -	-
Pension - Disability	26	13	- do -	-
PM Kisan Nidhi	175	14	- do -	-
Ayushman Bharat	692	207	Nigrah of residents/migrants	-
PM Jeevan Jyoti Bima Yojana	25	-		-
PM Suraksha Bima Yojana	25	-		-
PM Awas Yojana - Gramin	82	90		-
State Marriage Assistance Scheme	52	-		-

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Schemes/Services	Beneficiaries covered (Nos.)	Pendency (Applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to officer (Nos.)
NREGA Job Card	341	—	—	—
Land Bank	—	—	—	—
Swachh Bharat Mission- Individual Household Toilets	334	143	Due to shortage resources.	—
PAN Ujjwala Yojana	28	75	Applicants but not received yet	—
Ujda	430	—	—	—
Janshan Account	471	—	—	—
PAN Metro 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.

k. 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	—	—
Electricity connection	NIL	—	—

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* 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

- Topography of the Panchayat: Semi-Hilly/Plains/Hilly
- Major sources of irrigation: Canal/Well/Tide well/Pond/Spring/Water harvesting/Tank/River/Others (please specify) Local well
- 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/Pond/Any other water body Local well (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: —
- Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/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: —

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 95 %age)
- Are adequate HYV seeds available to the farmers: Yes/No
- If no, reasons thereof: —

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4. Suggestions for encouraging more household farmers to set-up new units

2. List 5 suggestions in order of priority which can help in increasing income of household households.

1. By setting up Poultry units.
2. By setting up Dairy units.
3. By setting up Sheep/Goat units.
4. By Planting Fruit trees.
5. By Growing Cash crops/Vegetables.

A) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

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

2. Overall satisfaction level of the people about the ration shops: 30

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 distances to be covered to reach the store: Yes/No ☒
- f) Non-availability of ration: Yes/No ☒
- g) PDS machines not working: Yes/No ☒

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h) any other: _____

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

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: _____

iv. Public perception:

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

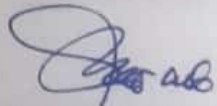
b. Are departmental staff responsive: Poor/Good/Very Good/Excellent

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

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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.)
	The works identified in B2V, Programme have not been started till date on ground and the public has shown resentment and also with the request to start these works at an earliest


 Signature of the visiting officer
 Name Subhash Gupta