



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Government of Jammu & Kashmir

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

- Name: **Dr. Mohd. Ashraf Mir**
- Designation: **VAS**
- Department/Place of posting: **Animal Husbandry/FSC Rawacot**
- Mobile No: **9966849927**
- Email id: **mashraf381@gmail.com**
- Home District: **Budgam**
- Date of visit: **25/07/2018** (Monday 2018)

B) LOCAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: **Chafipora**
- Local (Government Directory (LGD) code of the Panchayat: **2745BD**
(To be adopted from Rural Development Department/DG)
- Name of CD Block: **Shopian**
- Name of Taluk: **Shopian**
- Name of District: **Shopian**

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: (as) **Chafipora, check Chafipora**
- No. of Hamlets in the Panchayat: **07**
- No. of Households in the Panchayat: **1115**
- Population (approx.) of the Panchayat: **52507**

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

S. No.	Department	Designation of the official(s)
1	Rural Development	J.E., VLM, GRS
2	ICDS	Supervisor
3	PDD	Section Incharge Migrants
4	PHE	Asst. Lineman
5	PWD	Road guard
6	Agriculture	JAEO
7	Education	Teacher
8	Agriculture	Technician 3rd

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat: **Yes/Under construction**
If yes, whether functioning in: **Own building/Other government building/Private building**
- 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/Not applicable**

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iii. If not, whether the building for EDC office has been identified. Yes/No
 applicable

iv. Facilities available in the Panchayat Raj Institutions

Facilities available	Panchayat Office	EDC Office	Remarks
Furniture	<u>Yes/No</u>	<u>Yes/No</u>	<u>The Panchayat Raj is already not in order.</u>
Computer/Printer	<u>Yes/No</u>	<u>Yes/No</u>	
Telephone facility	<u>Yes/No</u>	<u>Yes/No</u>	

v. In case Panchayat has not been constituted, whether Administrator has been expected. 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 further presence and confirm.

2. FUNCTIONALITY:

i. Whether Gram Panchayat meeting is being held regularly on monthly basis. Yes/No

Date of last meeting held: 12-11-2019

ii. Whether Gram Sabha meeting is being held regularly on quarterly basis. Yes/No
 Date of last meeting held: 21-06-2019

iii. Whether the Manual 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: (Working and the type of funds)

Name of the Scheme	Sarpanch has been elected/expected	Official signature other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakhs)	Whether all bank and transaction has been made
14 th Finance Commission	<u>Yes/No</u>	<u>—</u>	<u>Yes/No</u>	<u>32.50</u>	<u>Yes/No</u>
ICDS (Nutrition)	<u>Yes/No</u>	<u>Sarpanch</u>	<u>Yes/No</u>	<u>—</u>	<u>Yes/No</u>
ICDS (Horticulture)	<u>Yes/No</u>	<u>Sarpanch</u>	<u>Yes/No</u>	<u>—</u>	<u>Yes/No</u>
Mid Day Meals (MDM)	<u>Yes/No</u>	<u>Headmaster</u>	<u>Yes/No</u>	<u>8.019 (19.000)</u>	<u>Yes/No</u>
Other resources of Panchayat	<u>Yes/No</u>	<u>—</u>	<u>Yes/No</u>	<u>—</u>	<u>Yes/No</u>
Any other Scheme, If yes, indicate name	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>

(Visiting Officer to personally check the Passbook and enter the above details. Further 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 further presence and confirm.

vii. 14th Finance Commission Award.

a. Whether 4-year Action Plan 2019-20 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. 57 No. 60 %
 to total)

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

If no, reason thereof: _____

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

No. of works started: 05 No. 10 % to total

If no, reason thereof: _____

f. Who is issuing work order for works being executed under 14th FC (tick any):

1) Sarpanch _____

2) HDO _____

3) Others (specify) _____

iii. 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: Same as above

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

If no, reason thereof: Same as above

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

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

iv. 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: Same as above

Also mention if it is being provided by someone else: Teacher (MDM is being)

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

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

x. MGNREGS

a. Whether MGNREGS Plan 2010-20 has been approved: Yes/No

b. If yes,

✓ Funds allocated to the Panchayat: Rs 34.00 lakh

✓ No. of works approved: 96

✓ No. of works started: 03

✓ No. of works completed: 03

✓ No. of Job Card holders in the Panchayat: 346

✓ No. of man days generated: 1518

vi. 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: See Panchayat gram book

- xi. Whether subjects have been assigned by the Sarpanch in the Panch: Yes/No ✓
 If no, whether subjects have been assigned in presence of the visiting officer: Yes/No ✓

xii. Major outcomes being faced by the Panchayat in functioning and execution of works:

a) Whether all support and cooperation being provided by:

Officer	Department	Response	Remarks
SDO	RDO	Yes/No	Panchayat body not affected
VLV	RDO	Yes/No	
JE	RDO	Yes/No	
CDPO	Social Welfare	Yes/No	
TSWD	Social Welfare	Yes/No	
Anganwad Supervisor	Social Welfare	Yes/No	
Headmaster/Principal/TCO	School Education	Yes/No	
IC NRM	School Education	Yes/No	
BDO	Health	Yes/No	
Tesha/Nab-Tesha	Revenue	Yes/No	
Panchayat	Revenue	Yes/No	
Agriculture Extension Officer	Agriculture	Yes/No	
Horticulture Extension Officer	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other			

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- b) Is the Panchayat facing any difficulty in allocation of work, identification of beneficiaries/any other schemes: Panchayat body not affected

Non co-operation by officials: Yes/No

If yes, who: (specify)

Non disbursement of funds available/subsidies by officials: Yes/No

Delay in preparation of administrative/technical sanctions by engineering staff: Yes/No

Delay in administrative approval by officials: Yes/No

If yes, how long: (specify number of days)

Officials not offering details of guidelines/sets of beneficiaries: Yes/No

Any other difficulty, give details:

F) FOLLOW UP OF BACK TO VILLAGE-1 (B2V1):

- i. Whether the construction work of playgrounds 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) _____

(2) _____

(3) _____

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

If yes, amount released: Rs. _____ lakh.

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

Likely date of completion: (date)

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iv. Whether any new works have been sanctioned/unscripted in the Panchayat since B2V1, details thereof:

Section/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks
RDD	1. Sanctioned for construction of road from village to village 2. Road from village to village 3. Road from village to village 4. Road from village to village 5. Road from village to village 6. Road from village to village 7. Road from village to village 8. Road from village to village 9. Road from village to village 10. Road from village to village	No No No No No No No No No No	

Whether any improvement in attendance of following Government functionaries has been noticed since B2V1:-

- Doctors/Paramedics/Other Health staff
- Teachers/Ret Teachers
- Anganwadi Workers/Helpers
- RDD staff
- Sanitation engineering staff
- Agriculture/Horticulture staff
- Animal Husbandry/Sheep Husbandry staff

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

NIL

Any department whose staff is absent most of the time: NIL

Any department whose officers/staff has not visited the Panchayat since B2V1: NIL

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

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v. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
unsafe/unhygienic water supply	PHE	Yes/No	
Development of Link roads	PWD	Yes/No	
Improvement of irrigation facilities	Orignation	Yes/No	

vii. Major problems confronting the people

Major problem highlighted during B2V1	Department	Resolution of Problem	Remarks
Inadequate health services	Health	Yes/No	
clean drinking water supply	PHE	Yes/No	
Low quality of irrigation facilities	Orignation	Yes/No	
Lack of veterinary and/or sheep/cattle shed	SHD	Yes/No	
upgradation of Roads	PWD	Yes/No	

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G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPD):

i. Whether the GSDP for the schemes tendered to the Gram Panchayats have been prepared for the year 2019-20? Yes/No

If no, reason thereof: Panchayat body not elected (only 2019)

ii. Whether the schemes and activities approved under GPD 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 Sectional Officers? Yes/No

If no, reason thereof: Panchayat body not elected (only 2019)

iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Gaur 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 GSDP Portal for preparation of GSDP 2020-21? Yes/No

If no, the meeting officer to ensure that the meeting schedule is framed in higher 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 (Socil. functionaries) in the last two meetings:

1 st Meeting Date ()		2 nd Meeting Date ()	
S. No.	Department Designation	S. No.	Department Designation
1		1	
2		2	

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1 st Meeting Date ()		2 nd Meeting Date ()	
S. No.	Department Qualification	S. No.	Department Qualification
0		3	
4		4	
5		5	
6		6	
7		7	
8		8	

If no, reason thereof: Panchayat body not elected.

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: same as above

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

If no, reason thereof: same as above

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

If no, Reason thereof: _____

(VCL) to disseminate the reports to the Village Officer

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k. Whether the critical gaps identified in the Parichayat during Mission All-India Survey, 2018 are being bridged while preparing GPPN plan for 2020-21. Yes/No
 If no, reason thereof: parichayat body not elected.

2. SOCIAL AUDIT:

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

If no, reason thereof: panchayat body not elected

ii. Is the Social Audit Committee formed in GVT conducting social audit: Yes/No Yes

iii. Whether the issues raised during the audit are being addressed by the department concerned: Yes/No Yes

If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS:

i. Whether, the capacity building and training has been imparted to the elected representatives: Yes/No Yes
 If yes, provide details: _____

No of Elected Representatives trained	Place of training	Theme of training	No of 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 provided to Panchayats: _____

a. Elected representatives: Poor/Satisfactory/Good/Excellent (N/A)

b. General Public: Poor/Satisfactory/Good/Excellent

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

10) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

i. Visiting Officer to fill approximate number of beneficiaries received and approximate number left out.

Schemes/Services	Beneficiaries (approx.)	Pending (approx.)	Reasons for pending	Final applications submitted to visiting officer (if any)
Scholarship for SC/ST/OBC students	514	-	-	-
Scholarship for Minority students	8766	3658	Not aware of availability	Not aware of availability
Pension - Old Age	54	44	Funds not available	-
Pension - Widow	56	28	- do -	-
Pension - Disability	32	03	- do -	-
PM Kisan NIGM	426	-	-	-
Ayushman Bharat	33	35	No not connected	-
PM Jeevan Jyoti Bham Yojana	-	-	-	-
PM Sanukta Bham Yojana	-	-	-	-
PM Awas Yojana - Gramin	-	-	-	-
State Marriage Assistance Scheme	07	42	Funds not available	-

Schemes/Services	Beneficiaries (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NARCA Job Card	543	162	No fresh applications	-
Leak Seal	-	-	-	-
Sanction Bhumi Mason-Individual Household Toilet	712	153	Kind not available	-
PAN Sijwa Victoria	710	100	No fresh applications	-
Ujala	-	-	-	-
Sanction Account	700	3400	No fresh applications	-
PAN Sijwa Victoria	50	25	No fresh applications	-

* The visiting officer to enclose scheme-wise list of individual beneficiaries who are entitled to benefit under the schemes. He/she to also collect any applications and forward to district headquarters.

I. Visiting Officer to file number of cases pending and fresh demands:

Schemes/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	60	Sanitary water supply	50
Electricity connection	NIL	-	-

* Visiting officer to enclose the list of beneficiaries who need fresh certificates. He/she to also collect any applications and forward to district headquarters.

II) DOUBLING FARMERS INCOME

1. IRRIGATION

i. Topography of the Panchayat: Semi-Hilly/Mountainous/Rainfed ✓

ii. Major sources of irrigation: Canal/Kharif/Tube well/Potentiometer/Water harvesting/Tractor/Paved/Other (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/Canal Water/Stream/Lake/Groundwater/any other water body) _____ (Tick as many as ticked)

x. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/No ✓

If yes, please specify: Left Irrigation, Small ponds ✓

vi. Whether the Panchayat has potential for drip/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: - (No.) ✓

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

Left Irrigation, Small ponds ✓

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx. %age) 15 ✓

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

iii. If no, reasons thereof: _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without Kissan Credit Card NIL (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019
NIL Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far
NIL 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

Abolition of Guarantor by banks.
Easing bank formalities.

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:
Market intervention scheme to be extended to panchayat level.
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:
Same as above.

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5. DIVERSIFICATION TO HIGH VALUE CROPP/FRUIT:

- i. Is there any scope/potential for diversification towards high value crops/fruit 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>Red Delicious</u>	<u>High Density</u>	
	<u>varieties of apple</u>	<u>vegetables</u>	

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	330	07
2	Dairy units	20	-
3	Sheep Units	<u>Sheep units under process</u>	20
4	Fish Ponds	-	-

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iii. Suggestions for encouraging more households/farmers to set-up new units
to increase awareness among the people
and to ease burden of indebtedness.

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

1. Diversification to high density varieties.
2. Improvement in irrigation facilities
3. Agricultural ~~machinery~~ inputs on subsidised costs.
4. Market intervention scheme at panchayat level in both agriculture/horticulture.
5. Farmers produce organisation

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: 600

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: 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: _____

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	

PDD	• 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 if:

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: 12,00

iv. Number of children in the age group of 4-14 years enrolled in the school: 1100

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

vi. Whether PDD 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 PDD has provided Sanitary Napkin Incinerator in the above School: Yes/No/Not applicable

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

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L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Urgent public requirements in order of priority (Max. 07)
1	Providing of clean ^{drinking} water by upgradation of existing water supply scheme.
2	Establishment of primary health centre
3	Irrigation facility from State well.
4	Development of link roads
5	Establishment of veterinary/stock shed.
6	Establishment of receiving stand (shed) in cluster.
7	Higher secondary school and development of playground in cluster.
8	Any major complaint brought to notice of the Visiting Officer.
9	Unsafe/unhygienic water supply in all panchayat lodge villages.

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III Overall perception of functioning of the government:

The overall perception of functioning of the govt is good but there is a lot of different departments to carry out different work is outstanding for the public

IV Overall assessment of yield and suggestions:

(The visiting officer to ensure that the overall assessment is recorded in detail along with corrective suggestions)

People in general were unhappy, angry and dissatisfied with this proposal (BWS), as the urgent public requirements of Govt. were not met. There should have been some provision of budget at the disposal of visiting officer to address

the urgent public demands on spot. A gap of atleast one year should be given in between these proposals.

Signature of the officer
Name Dr. Mohd Ashraf Mir