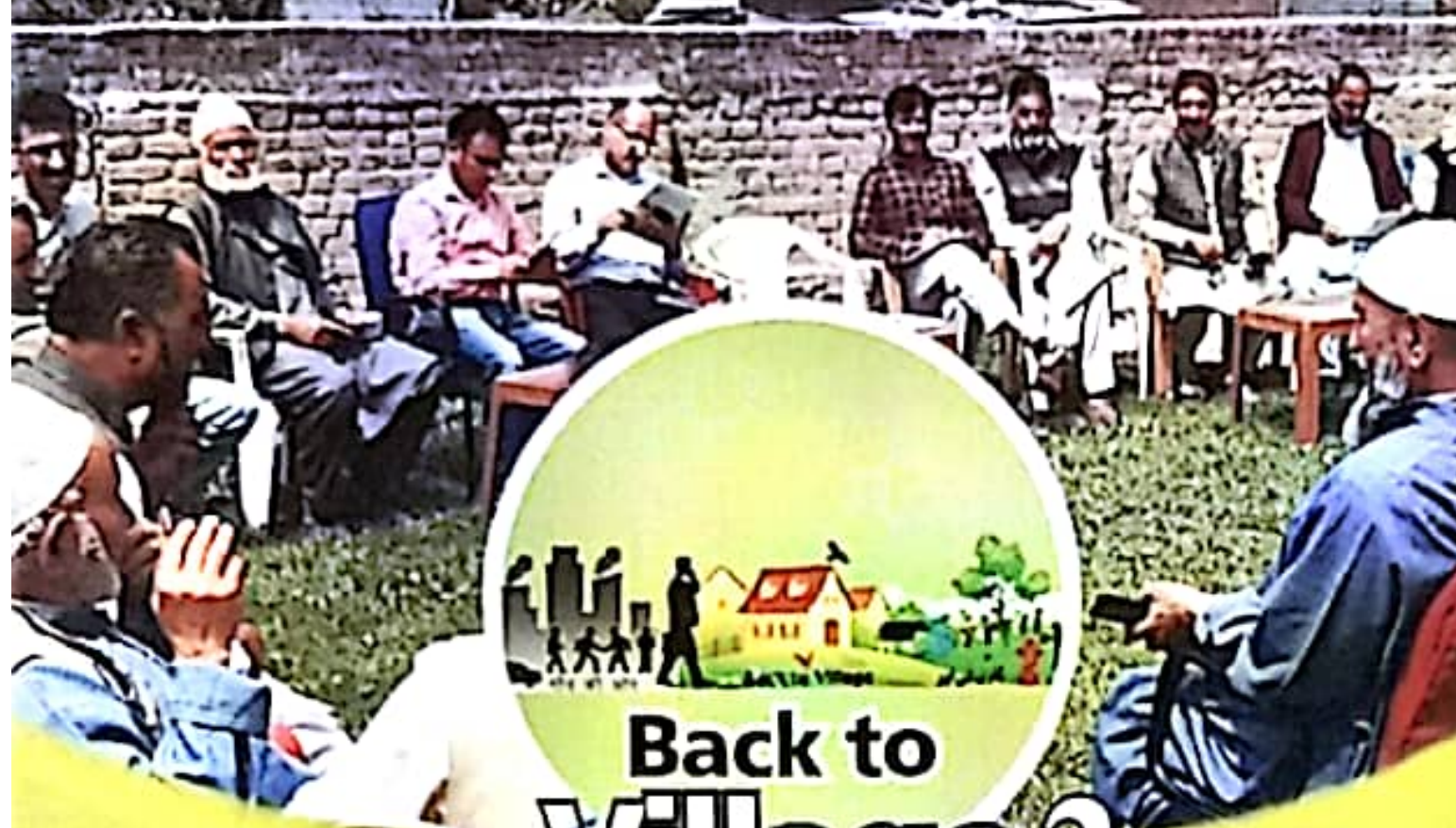




Back to Village 2

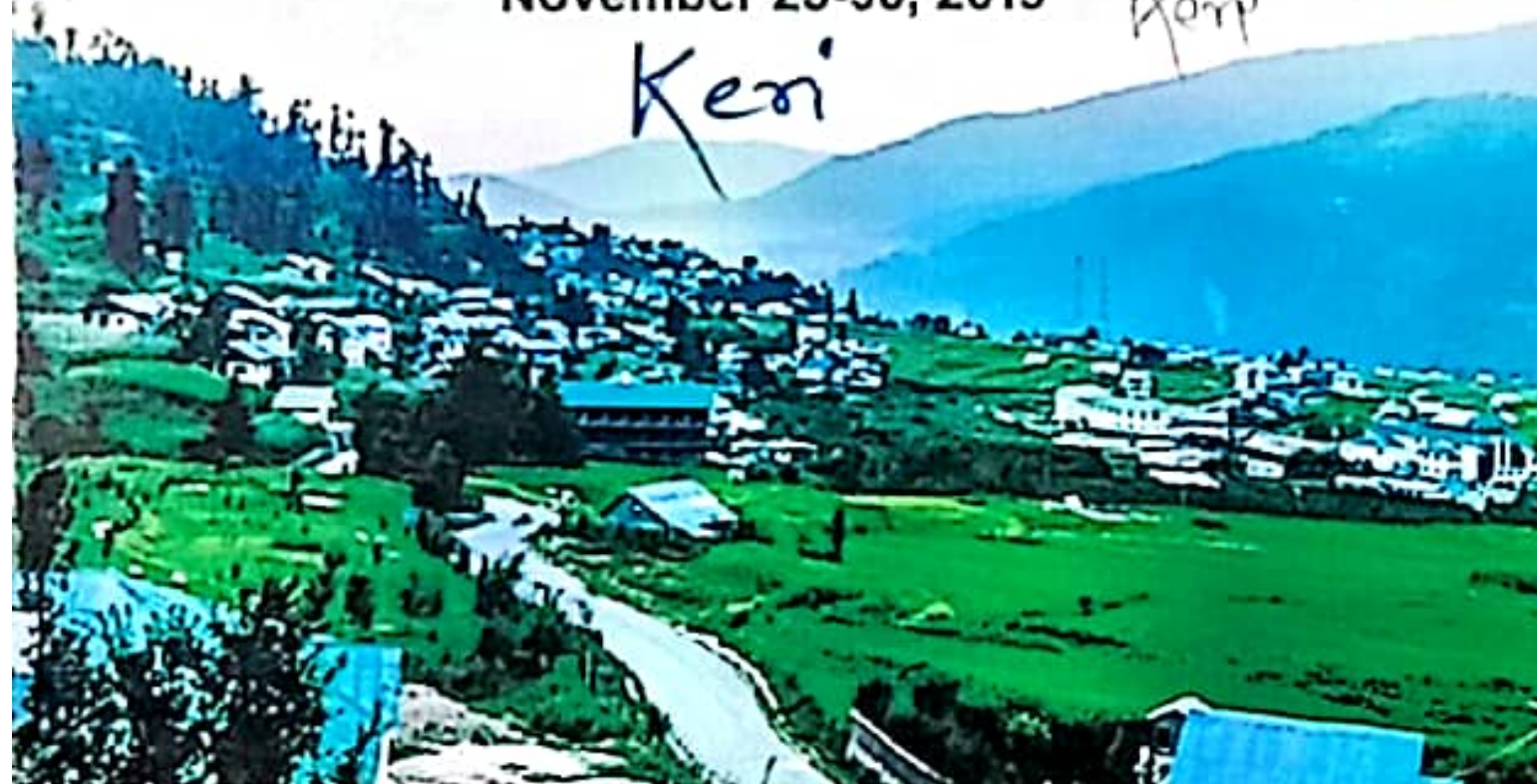
B2V2

Governance at the Doorstep

November 25-30, 2019

Keri

Kerp



Government of Jammu & Kashmir



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

1. Name **TALIB MUSAMMIL**
 2. Designation **ZPEO**
 3. Department/Section of posting **YOUTH SERVICES AND SPORTS**
 4. Mobile No **988875897**
 5. Email id **talibmusam1670@gmail.com**
 6. Home District **Rajouri**
 7. Dates of visit **25/07/2020-26/07/2020** November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT

1. Name of the Panchayat **KERU**
 2. Local Government Directory (LCD) code of the Panchayat **239892**
 (To be sourced from Rural Development Department by DCI)
 3. Name of CD Block **KUANAS**
 4. Name of Tehsil **KUANAS**
 5. Name of District **Rajouri**

C) PANCHAYAT PROFILE

1. No. of revenue villages in the Panchayat **01**
 2. No. of hamlets in the Panchayat **09**
 3. No. of households in the Panchayat **727**
 4. Population (approx.) of the Panchayat **3540**

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

S. No.	Department	Designation of the officer/official
1	Revenue	Pattabasi Shakti D. Singh
2	Education	Teacher (School) / Teacher (Village)
3	ICDS	Supervisor / Teacher
4	PHE	Medical Officer / Laxman Singh
5	PDD	Kavi Kunder / Singh (BSC) / Laxman Singh
6	Sheep Dev.	Rajesh Singh / Singh
7	Animal Husbandry	Ishtiaq Ahmad / But
8	PWD	Mohd. Nazeem / Singh

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Char is available in the Panchayat Yes/No
 - construction
- If yes, whether functioning in Own building/Other government building/Private building
- If no, whether land is available for construction of the Panchayat Char 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 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. NIL

2. FUNCTIONALITY

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

Date of last meeting held 05-11-2019

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

Date of last meeting held 05-11-2019

iii. Whether the Karna 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		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	Nil	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 15 No. 50 % (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: 15 No. (50 % to total)

If no, reason thereof _____

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

1) Sarpanch (✓)

2) EDO ()

3) Others (specify) _____

vi. 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)

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 75 lakh

• No. of works approved. 24

• No. of works started. Nil

• No. of works completed. Nil

• No. of job Card holders in the Panchayat. 677

• No. of man days generated. 5463

c. 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 _____

- ix. 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	
VLW	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	
ic MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Nab-Tehsildar	Revenue	Yes/No	
Patan	Revenue	Yes/No	
Agriculture Extension Officer	Agriculture	Yes/No	
Horticulture Extension Officer	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) _____

(2) _____

(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 _____ (date)

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

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/No)	Remarks:
RDD	Path with to Enji Vohalla	Yes	
PND	Road Katakigla to Pampura	No	Only sanctioned
PDD	Road Katakigla to Chavara	No	Only sanctioned
PND	Road Pekar to Sullaha	No	Only sanctioned

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

- | | |
|---|------------|
| i. Doctors/Paramedics/other Health staff | (Yes/No) ✓ |
| ii. Teachers/Ret Teachers | (Yes/No) ✓ |
| iii. Anganwari Workers/Helpers | (Yes/No) ✓ |
| iv. RDD staff | (Yes/No) ✓ |
| v. JE/other engineering staff | (Yes/No) ✓ |
| vi. Agriculture/Horticulture staff | (Yes/No) ✓ |
| vii. Animal Husbandry/Sheep Husbandry staff | (Yes/No) ✓ |

ix. Give any particular department has shown improvement, please specify

Any department whose staff is absent most of the time _____

Any department whose officers/officers has not visited the Panchayat even once since B2V1 _____

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

- vi. Areas of major complaints brought to notice

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Schools under staff	Education	Yes/No ✓	
Shortage of water supply and connectivity of electricity	PHE PDD	Yes/No ✓	
Due to hospital and new men post	Health	Yes/No ✓	

- vii. Major problems confronting the people

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Read connectivity	RDD	Yes/No ✓	
Water Supply	PHE	Yes/No ✓	
Electricity	PDD	Yes/No ✓	
Buildings of Schools and link g. Staffs	Education	Yes/No ✓	
Need new PHE and ambulance	Health	Yes/No ✓	

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-wide 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: _____

- 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 ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
1	Revenue	Patwaris	1		
2	Education	Teachers	2	Education	Teachers

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	ICDS	Anganwadi worker	3	ICDS	Anganwadi worker
4	Animal Husbandry	Attendant	4	Animal Husbandry	Attendant
5	PHE	Lineman	5	PHE	Lineman
6	RDD	VLW	6	RDD	VLW
7	PDD	JE - Lineman	7	PDD	Lineman
8	SIKTS	REK	8	PWD	Work Supervisor

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: _____

(VLW to demonstrate the reports to the Visiting Officer)

2. Whether the critical gaps identified at the Panchayat during Mission Amritya Survey, 2019 are being bridged while preparing GPDP plan for 2020-21. Yes/No

If no, reason thereof _____

2. SOCIAL AUDIT:

1. 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 _____

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

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

If no, reason thereof _____

3. CAPACITY BUILDING & TRAININGS:

1. 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
09	KLAWAS	Government work about new schemes and about all the benefits	05

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

3. Whether any exposure visit within JSK/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

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

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

5. 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/GBC students	424	-	-	-
Scholarship for Minority students	124	214	-	-
Pension - Old Age				
Pension - Widow				
Pension - Disability				
PM Kisan Mite				
Ayushman Bharat				
PM Jeevan Jyoti Bma Yojana				
PM Suraksha Bma Yojana				
PM Awas Yojana - Gramin				
State Marriage Assistance Scheme				

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	692	100	Due to grant renewal	—
Ladli Beti				
Swachh Bharat Mission-Individual Household Toilets	399	299	fund not available	—
PM Upward Yojana				
Ujara				
Jandhan Account				
PM Matru 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.

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	530	Due to the shortage of pipes	Nul
Electricity connection	509		

* 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/Kand
- Major sources of irrigation: Canal/Khuli/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 _____
- Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No
- No. of farmers who use drip/sprinkler irrigation in the Panchayat _____
- No. of farmers who intend to use drip/sprinkler irrigation _____ (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat _____

2. HIGH YIELDING VARIETY (HYV) SEEDS

- Farmers using High Yielding Variety seeds (Approx. 10 %age)
- Are adequate HYV seeds available to the farmers: Yes/No
- If no, reasons thereof: Due to low storage

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

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

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant)
 - Through organized market (mandi) _____
 - Through un-organized market _____
 - Any other, please specify No awareness and also not available
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing.

- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce

5. DIVERSIFICATION TO HIGH VALUE CROP/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)
01	Apple	Need training at Panchayat level	

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent
- 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	-	50
2	Dairy units	Nil	15
3	Sheep Units	01	10
4	Fish Ponds	-	05

ii. Suggestions for encouraging more households/farmers to set-up new units
 Set-up (new) new units as improving the economy
 conditions of people.

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

1	Set-up new units in panchayat
2	Promote financial as is house
3	Subsidy in all schemes
4	Given awareness about new schemes
5	Promote high quality of seeds to the farmers

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 $\frac{42}{100}$

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 ✓ |

n) any other _____

ii. Number of FIRs registered in last 3 months 02

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	

v. 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 410

iv. Number of children in the age group of 4-14 years enrolled in the schools 350

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

vi. Whether RDD has provided Sanitary Napun 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 Napun Incinerator in the above Schools. Yes/No/Not applicable

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

KERI

L) GENERAL ASSESSMENT OF THE VISITING OFFICER

i	Urgent public requirements in order of priority (Max. 07)
1	Urgent need of High School building at M.S. Keri Toilet complex, kitchen shed at M.S. Keri
2	Mem. canal near Basse Nallaha to Gali Kherar Boundary wall of P.S. Draman Gali (W.No. 01)
3	School Building of P.S. Draman Keri (W.No. 04) To connect Road from road to Basse Nallaha
4	School Building of M.S. Panjara
5	Playground at Chavani (W.No. 05)
6	Bridge at Basse Nallaha (W.No. 03) Primary School at Sarbagla (W.No. 09)
7	Water Tank and PHC at Denthel (W.No. 02) Upgradation of M.S. Lattu to High School (W.No. 01)
ii	Any major complaint brought to notice of the Visiting Officer
	Agriculture, Horticulture and Irrigation department are not working in panchayat. They are not participating in any meeting as per reported by the public. Hence, report submitted to the higher authority.

