



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Kanthal Gaddo



Government of Jammu & Kashmir



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:

1. Name: Mr. D. N.
 2. Designation: Headmaster
 3. Department/Place of posting: Idu - GHS Budhal
 4. Mobile No: 9107429597
 5. Email id: ghudhalgohar@gmail.com
 6. Home District: Rajouri
 7. Date of visit: 25/26/27/28/29/30 November 2019

B) LOCALITIONAL DETAILS OF PANCHAYAT

1. Name of the Panchayat: Santa Karnal Sagar
 2. Local Government Directory (LGD) code of the Panchayat
 (To be sourced from Rural Development Department by DCI) 840001
 3. Name of CD Block: Karnal
 4. Name of Tensi: Karnal - Koli Tensi
 5. Name of District: Rajouri

C) PANCHAYAT PROFILE

1. No. of revenue villages in the Panchayat: 09
 2. No. of households in the Panchayat: 535
 3. No. of households in the Panchayat: 535
 4. Population (approx) of the Panchayat: 3000 (Three thousand and twenty only)

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

S. No.	Department	Designation of the officer/official
1	Education	Master H/S Sarda D. Sarda
2	Electricity	Nil
3	Forest Service	Forest Guard, B. S.
4	Medical Sharp-shooting	Armed and very in power
5	PHE	Life
6	Social Welfare	Block level worker Rajouri B. S.
7	Agriculture office	Block level worker B. S.
8	Rural Development Department	Block level worker B. S.

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

1. Whether Panchayat Ghar is available in the Panchayat Year/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 Panchayat Raj institutions

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No	Yes/No	Requisit furniture present in both offices
Computer/printer	Yes/No	Yes/No	Requisit computer & printer present in both offices
Telephone facility	Yes/No	Yes/No	Telephone facility is present in both offices

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: 2-10-2019

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

Date of last meeting held: 2-10-2019

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

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	25077/-	Yes/No
ICDS (Nutrition)	Yes/No	Yes/No	Yes/No		Yes/No
ICDS (Honorarium)	Yes/No	Yes/No	Yes/No		Yes/No
Mid Day Meals (MDM)	Yes/No	Yes/No	Yes/No	19500/-	Yes/No
Own resources of Panchayat	Yes/No	Yes/No	Yes/No	12624/-	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. (____ % to total)

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

If no, reason thereof _____

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

No. of works started 24 No. 10 % 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 Lack of funds

Also mention if it is being purchased by someone else. Self

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 Under Self

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 Non availability of funds

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

If no, reason thereof Self

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 12.44 lakh

✓ No. of works approved 32 33

✓ No. of works started 21

✓ No. of works completed 21

✓ No. of Job Card holders in the Panchayat. 122

✓ No. of man days generated: _____

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 _____

- xi. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No
If no, whether subjects have been assigned in presence of the visiting officer: Yes/No
- xii. Major challenges being faced by the Panchayat in functioning and execution of works
- a) Whether full support and cooperation being provided by

Officer	Department	Response	Remarks
BOO	RDD	Yes/No	
VLW	RDD	Yes/No	
JE	RDD	Yes/No	
CDPO	Social Welfare	Yes/No	
TSWO	Social Welfare	Yes/No	
Anganwadi Supervisor	Social Welfare	Yes/No	
Headmaster/Prinopat/ZEO	School Education	Yes/No	
Uc MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Nab-Tehsildar	Revenue		
Patwar	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other			

- b) Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries/any other schemes

✓ Non cooperation 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) find

(2) _____

(3) _____

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

If yes, amount released: Rs 1.25 lakh

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

Likely date of completion: shortly (date)

- iv. Whether any new works 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
P.D.D.	Small pond	Yes/No	
P.D.D.	Small pond	Yes/No	
P.D.D.	Small pond	Yes/No	

- v. Whether any improvement in attendance of following Government functionaries has been noticed after B2V-1

- Doctors/Paramedical/Health staff (Yes/No)
- Teachers/TA/Teachers (Yes/No)
- Anganwadi Workers/Helpers (Yes/No)
- KCC staff (Yes/No)
- Junior engineering staff (Yes/No)
- Agriculture/Extension staff (Yes/No)
- Animal Husbandry/Sheep Husbandry staff (Yes/No)

In case any particular department has shown improvement, please specify

Improvement in the attendance of the staff of the Panchayat

Any department whose staff is absent most of the time Yes

Any department whose officers/officers has not visited the Panchayat even once since B2V-1 Yes

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V-1 Agitation

- vi. Areas of major complaints brought to notice

Major areas of complaint made during B2V-1	Department	Resolution of Complaint	Remarks
Water supply	Yes/No	Yes/No	
		Yes/No	
		Yes/No	

- vii. Major problems confronting the people

Major problem highlighted during B2V-1	Department	Resolution of problem	Remarks
Water supply	Yes/No	Yes/No	
		Yes/No	
		Yes/No	
		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-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. _____

- 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 (29/5/21)			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
1	Social welfare	frontline worker	1	Social welfare	frontline worker
2	Education	teacher	2	Education	teacher

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Public Distribution	Sub Pdt	3	Public Distribution	Sub Pdt
4	Health	Sub Pdt	4	Health	Sub Pdt
5			5		
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. _____

(VFW to demonstrate the reports to the Visiting Officer)

- ii. 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 _____
- ii. Is the Social Audit Committee trained 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 _____

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	Rajm Karnal	10 days B2V1 drills	10 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

- i. 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	15	3	100% 100%	—
Scholarship for Minority students				
Pension - Old Age	42	60	not aware	
Pension - Widow	25	35	not aware	
Pension - Disability	05	14		
PM Kisan Nidhi	180	200	100% 100%	
Ayushman Bharat	100%	100%	100% 100%	50%
PM Jeevan Jyoti Bima Yojana	—	—	not aware	
PM Suraksha Bima Yojana	—	—		
PM Awas Yojana - Gramin	05	350	100% 100%	150
State Marriage Assistance Scheme	10	60	100% 100%	50

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	327	Nil	Not available	Nil
Lab Bell	-	-	-	-
Swachh Bharat Mission- Individual Household Toilets	167	22	Not available	90
PM Upward Yojana	-	-	-	-
Ujale	-	-	-	-
Jandhan Account	-	-	-	-
PM Muzi 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.

* 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	50	Not available	10
Electricity connection	Nil	-	-

* Visiting officer to enclose the list of individual beneficiaries who want fresh connections. He/she to also collect any applications and handover at district headquarter.

B) DOUBLING FARMERS INCOME

1. IRRIGATION

- Topography of the Panchayat: Same as the Mandal.
- Major sources of irrigation: Canal/Tank/Well/Tube Well/Sprinkler/Drip/Other (specify).
- Status of adequacy of irrigation facility in the Panchayat: Sufficient.
- Are there any unexploited irrigation sources in the Panchayat: Yes/No.
- If yes, please specify: Canal/Tank/Water Stream/Low Spring/Handpump/Other water body: Canal (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: _____.

1st Irrigation Scheme

2. HIGH YIELDING VARIETY (HYV) SEEDS

- Farmers using High Yielding Variety seeds (Appendix): 10/10.
- Are adequate HYV seeds available to the farmers: Yes/No.
- If no, reasons thereof: _____.

3. LOANING FACILITY AVAILABLE TO THE FARMERS

- No. of farmers without Kissan Credit Card 08 (Nil)
- No. of farmers who have availed loan facility through KCC during 2019 08 (Nil)
- No. of farmers who applied for KCC Loan but not provided so far 05 (Nil)
- Problems being faced by farmers in availing KCC loan (tick whichever relevant)
 - Difficult procedures and processes ✓
 - Delay by concerned Deptt ✓
 - Delay by bank concerned Delay
 - Any other problem, please specify Lack of Bank Branch

- Suggestions for improving the process of availing loan under KCC

Bank Branch at Sada Con. Improve
availing KCC loan

4. MARKETING INTERVENTIONS

- How is agriculture/horticulture produce sold (tick whichever relevant)
 - Through organized market (mandi) —
 - Through un-organized market —
 - Any other, please specify —
- 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

To open agriculture fair in the
Panchayat

5. DIVERSIFICATION TO HIGH VALUE CROPT/FRUIT

- Is there any scope/potential for diversification towards high value crop/fruit in the Panchayat? Yes
 - If yes, please specify

Sr. No.	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)

6. INCREASING LIVESTOCK PRODUCTION

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department Full 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	Back yard Poultry	<u>—</u>	
2	Dairy units	<u>—</u>	
3	Sheep Units	<u>—</u>	
4	Fish Ponds	<u>—</u>	

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

To open Animal Husbandry office in the Panchayat

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

1. Providing good Seeds from Dept
2. Training of Farmer about KCC
3. Provision of Instruments like Small Tractors etc
4. Easy for getting government loans and subsidy
5. Free to hire facilities and soil testing

2) 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 _____

2. Overall satisfaction level of the people about the ration shops
Poor/Fair/Good/Very 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) PDS machine not working Yes/No

- h) any other _____

3. 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
- c) Average time taken for processing of applications/requests or redressal of complaints by the departmental staff/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	

III	Overall perception of functioning of the government:	Overall functioning of this govt is not satisfactory because there is great connectivity in a region, while parastate and outside of field work and not aware about the latest schemes of the govt. and not furnishing properly.
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions)	Lack of staff in all eight and lack of road facility provide poor improvement in Parastate. If the staff and Road may be provided the development in each field is possible.

Signature of the visiting officer

Name Atiq Ali Khan