



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Pangloss

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

- Name Ramnik PARIKASHI
- Designation Asst Ex Engineer Mech
- Department/place of posting PWD Mechanical Div Rajouri Sub Div Kishtwar
- Mobile No 9419134600
- Email id ramnik.pari@jmail.com
- Home District Jammu
- Dates of visit 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT

- Name of the Panchayat Tangiar
- Local Government Directory (LGD) code of the Panchayat
(To be sourced from Rural Development Department by DC)
- Name of CD Block Khawas
- Name of Tehsil Khawas
- Name of District Rajouri

C) PANCHAYAT PROFILE

- No. of revenue villages in the Panchayat 2
- No. of hamlets in the Panchayat approx 50
- No. of households in the Panchayat approx 600
- Population (approx.) of the Panchayat 4200 approx

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

S. No.	Department	Designation of the officer/official
1	RDR	YLV + NYC
2	PWD	4th class employee.
3	Health	4th class (Safai wala)
4	Sheep husbandry	Asst Stock man
5	Horticulture	Horticulture Technician ^{Sr} II
6	Forest	Forest Guard
7	PHE	Casual labour
8	PDD	Male leader

a) Revenue N. Tansitdar

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 ✓	
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.

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

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 ✓	Panchayat Secretary	Yes/No ✓	14.52	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	Supervisor	Yes/No	As + available	Yes/No
ICDS (Honorarium)	Yes/No ✓	—	Yes/No	—	Yes/No
Mid Day Meals (MDM)	Yes/No ✓	Head Master	Yes/No	Not available (c)	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) Pass book not available.

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. Confirmed.

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 6 No. (1% to total)

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

If no, reason thereof _____

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

No. of works started 5 No. 13 % 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) _____

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 Not approved by Sarpanch

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 Lack of disbursing officers

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 Not approved by Sarpanch

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 50 lakh

✓ No. of works approved: 15

✓ No. of works started: 07

✓ No. of works completed: 106

✓ No. of Job Card holders in the Panchayat: 626

✓ No. of man days generated: 16000 approx

ii. 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 _____

21. Whether subjects have been assigned to the Concept in the Portfolio Tracks
 If so, whether subjects have been assigned in presence of the visiting officer
 Tracks
22. Main challenges being faced by the Portfolio in Conducting and execution of work
23. Whether full support and cooperation being provided for

Officer	Department	Response	Remarks
DCM	DCM	Yes	✓
W.D.	DCM	Yes	✓
J	DCM	Yes	✓
CCPC	Social Welfare	Yes	✓
YBM	Social Welfare	Yes	✓
Angewandte Supervisor	Social Welfare	Yes	✓
Headmaster/Principal	School Education	Yes	✓
IC-MSM	School Education	Yes	✓
RAM	Health	Yes	✓
Technical Head / Graduate	Revenue	No	
Farmer	Revenue	Yes	✓
Agriculture Extension Officer	Agriculture	Yes	✓
Horticulture Extension Officer	Horticulture	Yes	✓
Village Sanitation		Yes	✓
Any other			

Signature

24. Is the Portfolio facing any difficulty in execution of work, identification of beneficiaries other than those

1. Non cooperation by officials (Yes) ☒
 If yes, when _____ (Specify)
2. Non disclosure of work beneficiaries by officials (Yes) ☒
 3. Delay in preparation of administrative documents by engineering staff (Yes) ☒
 4. Delay in administrative approval by officials (Yes) ☒
 If yes, how long _____ (Specify number of days)
 5. Officers are sharing details of beneficiaries of beneficiaries (Yes) ☒
 6. Any other difficulty, give details _____

25 FOLLOW UP OF BACK TO VILLAGE (BTV)

1. Whether the construction work of development management started during the visit of the officer in BTV has been completed (Yes) ☒
 If not, when _____ (Date)
 2. Whether any other work started during Back to Village has been completed (Yes) ☒

If not, list of such works and date by which they are likely to be completed



3. Whether any funds have been released for work identified in BTV (Yes) ☒

If yes, amount released Rs. 0.00 lakh

Whether work identified in BTV has been started (Yes) ☒

When date of completion _____ (Date)

Signature

- iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after BZV1, details thereof

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks
RDD	Construction of wall at school	Yes	

- v. Whether any improvement in attendance of following Government functionaries has been noticed after BZV1

- a) Doctors/Paramedics/other Health staff (Yes/No) ✓
 b) Teachers/PST Teachers (Yes/No) ✓
 c) Anganwadi Workers/Helpers (Yes/No) ✓
 d) RDD staff (Yes/No) ✓
 e) JE/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

RDD

Any department whose staff is absent most of the time Agriculture, Health, PWD & RDD

Any department whose officers/officials has not visited the Panchayat even once since BZV1 Agriculture

Any department which has organized any event or camp or tour of service officer in the Panchayat since BZV1 Not organized by any deptt.

- vi. Areas of major complaints brought to notice

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
Banking facility	Fin. Deptt	Yes/No ✓	
The facility of road connectivity	Insty & R & D	Yes/No ✓	
Ambulance facility	Health	Yes/No ✓	

- vii. Major problems confronting the people

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Bank	Fin. Deptt	Yes/No ✓	
Upgradation of school	Edu Deptt	Yes/No ✓	
Sub Centre + Santhal Gula + Fair Bais	Health	Yes/No ✓	
		Yes/No	
		Yes/No	

G) PLANNING, EXECUTION AND TRAININGS:
1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GDP)

1. Whether the GDP for the schemes transferred to the Gram Panchayats have been prepared for the year 2019-20 Yes/No

If no, reason thereof _____
2. Whether the schemes and activities approved under GDP for 2019-20 are under implementation Yes/No

3. 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 _____
4. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Chair or at some prominent place. Yes/No

If no, the officer should get it installed and confirm _____
5. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GDP Portal for preparation of GDP 2020-21 Yes/No

If no, the officer to ensure that the meeting schedule is framed in further presence and confirm _____
6. 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 (1-1-19)		2 nd Meeting Date (1-1-19)		S. No.	Department	Designation	S. No.	Department	Designation
1	RDP	1	RDP	1	MLA	MLA	2	MLA	MLA
2	Education	2	MLA	2	MLA	MLA			

1st Meeting Date () 2nd Meeting Date ()

S. No.	Department	Designation	S. No.	Department	Designation
3	Health	Health Officer	3	Health	Health Officer
4	Health	Health Officer	4	Health	Health Officer
5	Health	Health Officer	5	Health	Health Officer
6	Health	Health Officer	6	Health	Health Officer
7	Health	Health Officer	7	Health	Health Officer
8	Health	Health Officer	8	Health	Health Officer

If no, reason thereof _____
7. 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 _____
8. Whether the GDP Plans are being approved by the Gram Sabha Yes/No

If no, reason thereof _____
9. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No

1. Whether the officer gaps identified in the Panchayat during Mission Aranyajala Survey, 2019 are being bridged with preparing GDP 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 Panchayat 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 trained in E2V1 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	Place of training	Theme of training	No of days
Self training	ICM College	Financial Literacy	03
Part time	Block Kharas	Financial Literacy	01

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

3. Whether any exposure was taken abroad Yes/No

4. If yes, Visiting Officer to record the experiences of the elected representatives about the visit Poor/Satisfactory/Very Good/Excellent

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

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

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

8. Elected representatives Poor/Satisfactory/Good/Excellent

9. General Public Poor/Satisfactory/Good/Excellent

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

4. 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.)
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Approved 300 students covered in 2019 but 600 not covered. Reason: 2019 due to negative bank A/c of the students

Scholarship for minority students

Scholarship for SC/ST/OBC students

Person - Old Age

Person - Widow

Person - Disability

Person - Kisan Mitr

Person - Bharat

Person - Yash Bama

Person - Suraksha Bama

Person - Gramin

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Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	626	approx 30	Not connectivity	
Ladli Bet			Data Not provided.	
Swachh Bharat Mission-Individual Household Toilets	03F			
PM Ujjwala Yojana			Data not provided	
Ujasa				
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	600 approx	Lack of Subsidies & documents of follow up	
Electricity connection	120 approx		

* 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.

II) DOUBLING FARMERS INCOME

1. IRRIGATION

- Topography of the Panchayat. ☒ Semi-Hilly/Hilly/Plain/Kand.
- Major sources of irrigation. ☒ Bore/Khais/Tube well/Ponds/Springs/Water harvesting Tanks/Paintext 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 any 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.

Water Harvesting Tanks can be provided.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 0 %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 (KCC) (nos) 542 44720X

ii. No. of farmers who have availed loan facility through KCC during 2019 NIL Nil

iii. No. of farmers who applied for KCC loan but not provided so far Nil Nil

iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant)

a) Difficult processes and procedures Yes

b) Delay by concerned Deptt Yes

c) Delay by bank concerned Yes

d) Any other problem, please specify Yes

v. Suggestions for improving the process of availing loan under KCC

4. MARKETING INTERVENTIONS

i. How is agriculture/horticulture produce sold (tick whichever relevant)

a) Through organized market (mandi) No surplus produce is available

b) Through un-organized market Yes

c) Any other, please specify Yes

ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing.

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

5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT

i. Is there any scope/interest for diversification towards high value crops/fruits in the Panchayat/Block? Yes

ii. If yes, please specify

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

6. INCREASING LIVESTOCK PRODUCTION

i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent Good

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	<u>NIL</u>	<u>30</u>
2		Dairy units	<u>NIL</u>	<u>20</u>
3		Sheep Units	<u>NIL</u>	<u>15</u>
4		Fish Ponds	<u>NIL</u>	<u>NIL</u>

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

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

1	Improvement of road connectivity of Tpt
2	Dairy units can be installed
3	Poultry units can be installed
4	Horticulture
5	

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 40% approx

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 ✓	



FDO	• Within 1 month • More than 1 month • Never	• Within 1 month • More than 1 month • Never
Any other	• Within 1 month • More than 1 month • Never	• Within 1 month • More than 1 month • Never

w Any specific observation or complaint regarding any particular department

K) OTHERS:

1 Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No

2 Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No

(Visiting officer to collect a copy of the Plan)

3 Number of children in the age group of 4-14 years in the Panchayat: approx 500

4 Number of children in the age group of 4-14 years enrolled in the schools: approx

5 Is there any registered Secondary school with more than 40% girl students: Yes/No as high/school is situated in the Panchayat

6 Whether FDO has reviewed Secondary School Vending Machines in any of the above schools: Yes/No/not applicable

7 If yes, dates of schools: _____

8 If yes, whether the machine is functional: Yes/No

9 Whether FDO has provided Secondary School Vending Machine in the above schools: Yes/No/not applicable

10 If yes, whether the generator is functional: Yes/No

BZVZ/PD&MD/2019

L) GENERAL ASSESSMENT OF THE VISITING OFFICER

1	Urgent public requirements in order of priority (Max: 07)	1 Upgradation of roads & drainage of street
2	Requirement of Government Centre in Vill. Kharbani	2 Requirement of Government Centre in Vill. Kharbani
3	Requirement of Health Centres in Vill. Kharbani	3 Requirement of Health Centres in Vill. Kharbani
4	Requirement of Government & Govt. Centres	4 Improvement of roads & drainage of street
5	Public facility	5 Public facility
6	Electricity supply at Khar Bani Yel & Khar	6 Electricity supply at Khar Bani Yel & Khar
7	Street & drainage Centre in Vill. Kharbani	7 Street & drainage Centre in Vill. Kharbani
8	Any major complaint brought to notice of the Visiting Officer	8 Any major complaint brought to notice of the Visiting Officer
9	Any other	9 Any other

10 If yes, whether the generator is functional: Yes/No

11 Whether FDO has provided Secondary School Vending Machine in the above schools: Yes/No/not applicable

12 If yes, whether the machine is functional: Yes/No

13 Whether FDO has reviewed Secondary School Vending Machines in any of the above schools: Yes/No/not applicable

14 Number of children in the age group of 4-14 years in the Panchayat: approx 500

15 Number of children in the age group of 4-14 years enrolled in the schools: approx

16 Is there any registered Secondary school with more than 40% girl students: Yes/No as high/school is situated in the Panchayat

17 Whether FDO has reviewed Secondary School Vending Machines in any of the above schools: Yes/No/not applicable

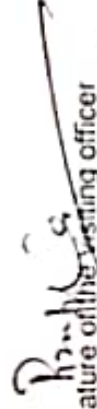
18 If yes, dates of schools: _____

19 If yes, whether the machine is functional: Yes/No

20 Whether FDO has provided Secondary School Vending Machine in the above schools: Yes/No/not applicable

21 If yes, whether the generator is functional: Yes/No

III	Overall perception of functioning of the government.	There is communication gap between the deptt & public to get benefits of schemes.
IV	Overall assessment of visit and suggestions. (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions)	All concerned offices are quite far from the Panchayat. Public can't afford regular visits to the offices situated in Tasyath, Khawa, Rajpur. To solve this grievances. Cont offices of some major depts should be camped at Panchayat Hallga Bhangra.


 Signature of the visiting officer
 Name RAMNIK PARKASH
 VO B2V2