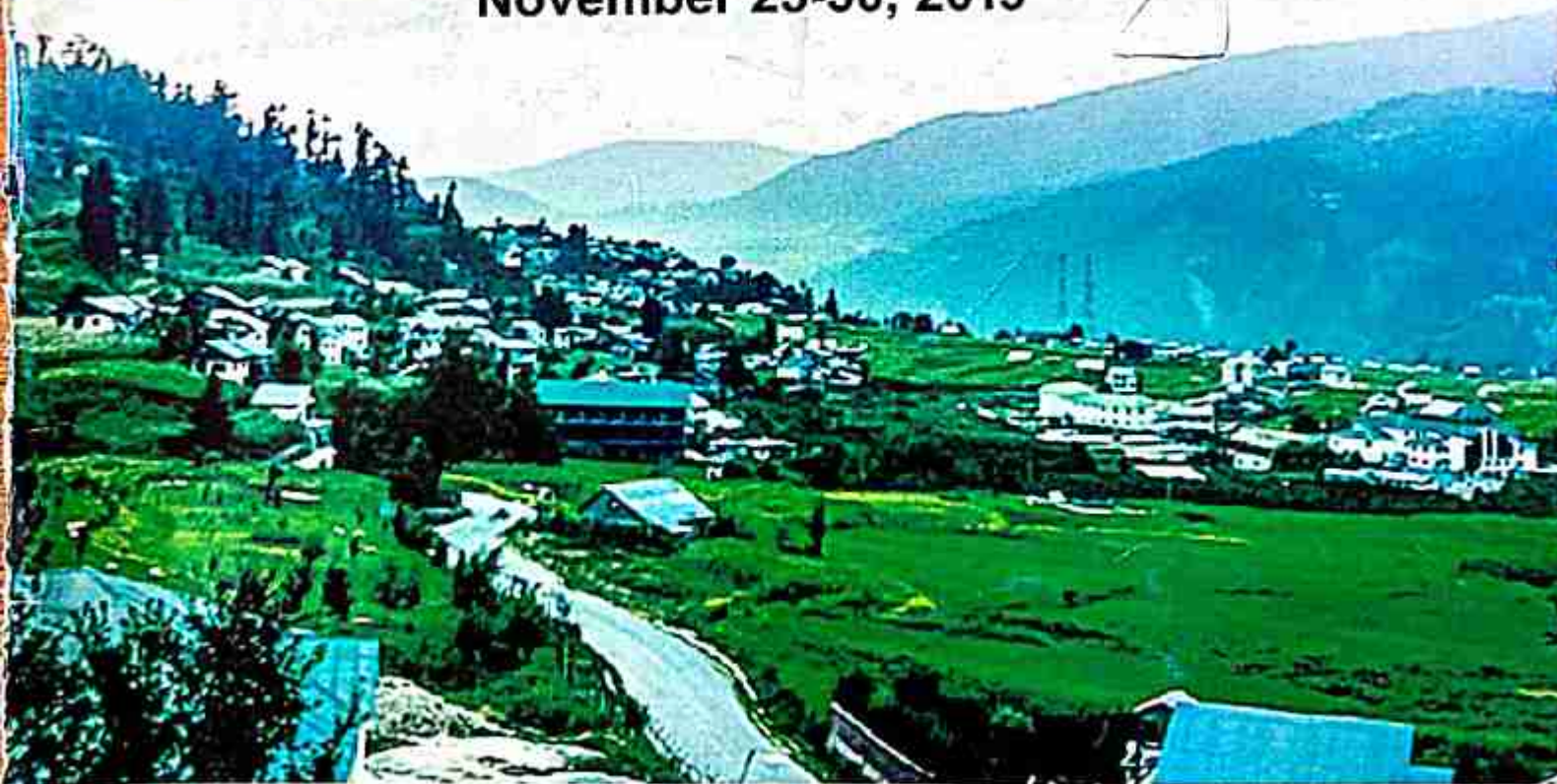


Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019



Government of Jammu & Kashmir

General Instructions for the Visiting Officer Back to Village 2 (B2V2)

- i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.
- ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.
- iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focussed programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. She/he must also be familiar with 14th FC, MDM and ICDS (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GPDP) and also ensure the constitution of various committees including Panchayat Biodiversity Committee.
- v. He/she shall hold detailed deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.
- vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.
- vii. The officer should assess the level of functionality of the Panchayat, infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold detailed meetings with Panchayat members and also officials.

- viii. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwadi Centres etc. as possible. He should also inspect at least some of the works carried out/being carried out under various schemes like 14th FC, MNREGA and other government programmes. In case, there is a languishing project in the village, the officer should certainly inspect the same and record its progress.
- ix. In addition to all other activities that the visiting officer will carry out, he/she should lay special emphasis on 100% enrolment of school children (age 4-14 years), 100% coverage of PM-Kisan, Ayushman Bharat and 100% coverage of all beneficiary oriented schemes including pensions and scholarships. He/she should also try to understand how various government programmes can be better used for doubling rural incomes and energising rural/micro enterprises and village industries.
- x. The visiting officer shall restrain himself/herself from giving or offering any commitment on behalf of the government.
- xi. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensual view emerging from his interactions in the village.
- xii. The report of the visiting officer shall be submitted both physically and electronically in the pre-circulated format. The officer should exercise all care and objectivity while filling up the same.
- xiii. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner and his/her team and deposit the B2V2 booklets and any other lists/applications/grievances that may have been handed over to him/her during the visit.

Suggested Activity Schedule for the Visiting Officer

Pre and Post Visit Activities

- Meeting with the Deputy Commissioner for collection of documents and briefing regarding the visit before going to the Panchayat.
- Debriefing meeting with the Deputy Commissioner and submission of one copy of the filled-in booklet and other papers before leaving the district.

Day 1

- Arrival in the Panchayat by 10 A.M. (capture picture).
- Attend the Gram Sabha:
 - Read out the charter of Fundamental Duties.
 - Discuss B2V1 report card, critical gap analysis report and obtain feedback on follow up of B2V1 activities.
 - Unveil the GPDP booklet in the Gram Sabha.
 - Get the resolution for approval of GPDP and MGNREGA passed in the Gram Sabha.
 - Unveil the 14th FC plan booklet in the Gram Sabha.
 - Inspect the four pass books- 14th FC, MDM, ICDS, Own Resources.
 - Check the purchase record register for MDM and ICDS.
 - Distribute the information flyers on Individual Beneficiary Based Schemes.
 - Fill up those columns of the B2V2 booklet which require Gram Sabha responses.
 - Distribute guidelines of government schemes which can help increase rural incomes e.g. Backyard Poultry, Dairy Entrepreneurship Scheme etc.
 - Get the Panchayat Biodiversity Committees constituted if not already constituted through a Panchayat (not Gram Sabha) resolution. The format for the resolution will be made available by the district administration.
 - Check Panchayat Asset register and Infrastructure register. If the same is not available, the officer will get it prepared.

- Collect copy of Panchayat Plastic Collection and Disposal plan.
- Get scheme-wise list of individuals who are desirous of accessing individual beneficiary oriented schemes but have not applied so far.
- Collect any complaint/grievance that people may have, especially with regard to non-sanctioning of benefits under individual beneficiary oriented schemes.
- Get list of households without piped water/electricity connection.

Day 1 Afternoon:

- Visit local schools, health institutions, AWCs, government assets, banks, water bodies, tubewell, electric station, important private enterprises.
- Visit other villages in the Panchayat.
- Evening informal interaction with PRI representatives, frontline government functionaries and prominent citizens to discuss and deliberate upon the core problems/issues being faced by the locals of the Gram Panchayat and ways to increase rural incomes and energise village/micro industries.
- Capture evening interaction picture by 8.00 P.M.

Day 2:

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members:
 - Get various subjects/portfolios assigned to the panches by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - Inspect the *karwai* register and make the Panchayat members aware about the requirement of monthly meetings as per the Act.
 - Check the digital signatures of Sarpanch/Panchayat Secretary/Administrator.
 - Assess the functionality of Panchayats and discuss the difficulties being faced by the Panchayat in carrying out its functions and development works.
- Formal interaction with:
 - Frontline government functionaries (Doctor/Teacher/Patwari/Anganwadi Workers/ASHAs/ANMs/VLW/PDS storekeeper/representatives of PHE, PDD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
 - Social activists/NGOs.
 - Prominent citizens/retired teachers/Govt. employees/ex-servicemen etc.

Day 2 Afternoon:

- Visit the Panchayat Ghar/BDC office and check for furniture/computer.
- Install board at land identified for Panchayat Ghar.
- Lead *Grah Pravesh* Ceremony for completed PMAY houses.
- Inaugurate the previous B2V work and lay foundation stone for a new one.
- Inspect B2V1/14th FC works/Languishing works/other developmental projects taken up.
- Inaugurate the playground; lay the foundation stone for CSC, start one sports event.
- Inaugurate/lay foundation stone of any other works which are available.

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:

- i. Name: Dr. Rakshanda Bhagat
 - ii. Designation: Veterinary Assistant Surgeon
 - iii. Department/place of posting: Animal Husbandry Department / LDC Block Tikri
 - iv. Mobile No: 9149572516
 - v. Email id: mausmibhagat916@gmail.com
 - vi. Home District: Udhampur
 - vii. Dates of visit: 25/26/27/28/29/30, November 2019 28 and 29 November 2019
-

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: Phangial
 - ii. Local Government Directory (LGD) code of the Panchayat: 289116
(To be sourced from Rural Development Department/by DC)
 - iii. Name of CD Block: Udhampur
 - iv. Name of Tehsil: Udhampur
 - v. Name of District: Udhampur
-

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: Phangial
 - ii. No. of hamlets in the Panchayat: 4 (Golmela, Bonadi, Phangial + Meldi)
 - iii. No. of households in the Panchayat: 243
 - iv. Population (approx.) of the Panchayat: 1302 (as per 2011 census)
-

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

S. No.	Department	Designation of the officer/official
1	Fisheries Department	Deputy Inspector (9419545283)
2	Animal Husbandry Department	Livestock Supervisor (9622249299)
3	Revenue Department	Patwari (7006245989)
4	ICDS Dept.	AWN, Supervisor (9469648815) (9796011060)
5	PHE	Supervisor
6	Department of Agriculture Production	Agriculture Extension Assistant (AEA) (94192-95200)
7	Education Dept.	Head Master (Govt. M-S Melde) (9419159564)
8		

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: 25-11-2019

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

Date of last meeting held: 20-11-2019

- 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 (not yet received the digital signatures)

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	Sarpanch & Panchayat Secretary	✓ Yes/No	Rs 11,14,000	✓ Yes/No
ICDS (Nutrition)	✓ Yes/No	Supervisor alone	✓ Yes/No	Rs 20,685	✓ Yes/No
ICDS (Honorarium)	✓ Yes/No	Supervisor alone	✓ Yes/No	Nil	✓ Yes/No
Mid Day Meals (MDM)	✓ Yes/No	Head Master alone	✓ Yes/No	475 as on 14/11/19	✓ 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.) ICDS & MDM accounts are not handed over to Panchayat yet (As on Date operated by supervisors & Head master)

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:

- Whether 4 year Action Plan 2016-20 has been prepared: Yes/No ✓
- Whether the detailed estimates for all works have been prepared: Yes/No ✓
- No. of works for which estimates have been prepared: 2 No. (15 % 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: 1 No. (_____ % 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: Is in process

Also mention if it is being purchased by someone else: If Supervisor

b. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/No ☒

If no, reason thereof: Authority yet not transferred to Panchayat

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: Is in process

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

If no, reason thereof: not given charge to Sarpanch.

Also mention if it is being provided by someone else: 1/2 CED Udhampur

- 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) Full Date Panchayat/Sarpanch is not maintained with record account.

x. MGNREGA:

- a. Whether MGNREGA Plan 2019-20 has been approved: Yes/No ☒

- b. If yes,

✓ Funds allocated to the Panchayat: Rs Nil lakh

✓ No. of works approved: 70

✓ No. of works started: 1 (convergence with MGNREGA)

✓ No of works completed: -

✓ No of Job Card holders in the Panchayat: 51

✓ No. of man days generated: 110

- 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: _____

- xii. 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 *Assigned on 29/11/2019.*
- xiii. 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	RDD	✓ Yes/No	<i>Satisfactory</i>
VLW	RDD	✓ Yes/No	<i>Satisfactory</i>
JE	RDD	✓ Yes/No	<i>Satisfactory</i>
CDPO	Social Welfare	✓ Yes/No	<i>Poor</i>
TSWO	Social Welfare	✓ Yes/No	<i>Average</i>
Anganwadi Supervisor	Social Welfare	✓ Yes/No	<i>Good</i>
Headmaster/Principal/ZEO	School Education	✓ Yes/No	<i>Satisfactory</i>
I/c MDM	School Education	✓ Yes/No	<i>-</i>
BMO	Health	✓ Yes/No	<i>-</i>
Tehsildar/Naib-Tehsildar	Revenue	No	<i>-</i>
Patwari	Revenue	✓ Yes/No	
Agriculture Extension Official	Agriculture	✓ Yes/No	<i>Good</i>
Horticulture Extension Official	Horticulture	✓ Yes/No	<i>Average</i>
Village functionaries		✓ Yes/No	<i>Average</i>
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: PND, Social welfare, PHE (specify)

✓ Non disclosure of funds available/schemes by officials: Yes/No (Irrigation & Flood Control Deptt)

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

✓ Delay in administrative approval by officers: Yes/No

If yes, how long: 3 months (specify number of days)

✓ Officers not sharing details of guidelines/lists of beneficiaries: Yes/No

✓ Any other difficulty, give details: Issue regarding pipeline distribution is pending from last 4 years & is still in progress.

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

i. Whether the construction work of playground 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) Construction of Bowli (W-No: 7) near Govt. M.S. Melodi
(Foundation stone laid on 29/11/19) likely to be completed by
- (2) Construction of Water Tanki (at Panchayat Office)
(by 1-2 months)
- (3) —

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

If yes, amount released: Rs 11,14,000/- lakh.

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

Likely date of completion: 1-1/2 months (date)

iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after B2V-1, details thereof: no such work

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

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

a) Doctors/Paramedics/other Health staff

(Yes/No) ✓

b) Teachers/ReT Teachers

(Yes/No) ✓

c) Anganwari Workers/Helpers

(Yes/No) ✓

d) RDD staff

(Yes/No) ✓

e) JEs/other engineering staff

(Yes/No) (JE PHE/PWD - 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:

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

Any department whose officers/officials has not visited the Panchayat even once since B2V1: Irigation + flood control, CAPD.

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1 No.

vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
non-supply of water in Tapped Houses	PHE	Yes/No ✓	
Drainage issues on all PWD constructed roads	PWD	Yes/No ✓	
+ After the cable installation, leave potholes as such.		Yes/No	

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
pipeline distribution (WSS Phangial) under JTM	PHE	Yes/No ✓	DPR under progress.
Toilets condition & boundary wall in Govt Middle school Melodi	Education	Yes/No ✓	boundary to be projected for next Samanya plan.
Water conservation technique	Agriculture	Yes/No ✓	Tal Shakti Jeevika Project started
Construction & upgradation of bawli, pond	RDD	Yes/No ✓	Construction of bawli started. Construction of pond (concerned Sarpanch is not willing to start under MGNREGA)
Drainage issue	PWD	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: meeting is framed but not uploaded on Portal

- 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 (31-1-19)			2 nd Meeting Date (20-11-19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	RDD	Panchayat Secretary	1	RDD	Panchayat Secretary
2	Agriculture	Agriculture Extension Assistant (AEA)	2	Agriculture	AEA

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Fisheries	Deputy Inspector	3	Sheep Husbandry	Stock Assistant
4	Animal Husbandry	Stock Assistant	4	Social Forestry	Junior Mali
5	Horticulture	Horticulture Development Officer	5	Social Welfare	AWW
6			6	PDD	Lineman
7.			7	Animal Husbandry	Stock Assistant
8			8	Health	Pharmacist

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: Internet issue

(VLW to demonstrate the reports to the Visiting Officer)

- x. 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 framed 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: Redressed verbally not in paper work

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
8	Udhampur	Panchayati Raj	4 (Sarpanch) 3 days (Panch)

- 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) Done ✓

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 (only 9 orphan children covered)	—	—	—	—
Scholarship for Minority students	—	—	—	—
Pension - Old Age	7	5	formalities not submitted	—
Pension - Widow	5	—	—	—
Pension - Disability	3	—	—	—
PM Kissan Nidhi	104	10	objection by bank Incomplete information of beneficiaries Bank branch not registered Dormant accounts	—
Ayushman Bharat	61	18	—	—
PM Jeevan Jyoti Bima Yojana	—	—	—	—
PM Suraksha Bima Yojana	—	—	—	—
PM Awas Yojana - Grameen	7	3	Sh. Manchan Lal s/o Sh. Late Girdhari Lal (WN:2) Sh. Vijay Kumar s/o Sh. Ashok Kumar s/o Sh. Paras (WN:3)	—
State Marriage Assistance Scheme	1	1	Anjana Sharma s/o Raj Kumar	—

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	51	20	new panchayat so data not entered in the NREGA software	—
Ladli Beti	—	—	—	—
Swachh Bharat Mission—Individual Household Toilets	48	10	not applied in due time	—
PM Ujjwala Yojana	8	4	internet issue	—
Ujala	no data available		—	—
Jandhan Account	80% covered but no authentic information			—
PM Matru Vandana Yojana	11	8	internet problem	—

* 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	70	no availability of pipes	—
Electricity connection	—	—	—

- 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 (no data available, no one from concerned deptt was present)

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi ✓
- Major sources of irrigation: Canal/Khuls/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: WN: 7
- Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No ✓
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: 1 (as per my visit)
no authentic data
- No. of farmers who intend to use drip/sprinkler irrigation: _____ (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat:

By starting Jal Shakti Sevika Project.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 90 %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 48 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019
10 Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far
3 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: Complicated formalities & internet issue
- v. Suggestions for improving the process of availing loan under KCC

Simplification of formalities for making loan easily available, Balancing Variation in guidelines of Bank & Deptt for availing loan.

4. 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: Shops
- ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:
Through organized marketing & providing proper procurement cost by the govt.
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

Stores & godowns availability and procuring produce directly from the panchayat.

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

- i. 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)

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	—	—
2	Dairy units	—	—
3	Sheep Units	—	—
4	Fish Ponds	—	—

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

Simplification in procedure & formalities (guarantee & margin money) for availability DEBS & KCC loan

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

- | | |
|--|--|
| 1. Vegetable crops | } only possible after creation of proper water conservation plans as water scarcity is a major issue in the panchayat. |
| 2. Cash crops | |
| 3. Increasing the Labour allowances under MGNREGA | |
| 4. By food & food processing industry. | |
| 5. Development of Cottage & Small Scale Industries & opening of cooperative societies. | |

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: 100 (it covers children above 5 yrs age)

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 (2 km) ✓

f) Non-display of rates:

Yes/No ✓

g) POS machine not working:

Yes/No ✓

- h) any other: request for PDS store in panchayat.
- iii. Number of FIRs registered in last 3 months: No FIR
- a) Are people generally satisfied by response of Police to complaints: Yes/No ☒
- b) Is copy of FIR given to people: Yes/No ☒
- c) Are people satisfied about the overall security situation in Panchayat: Yes/No ☒
- d) Any suggestions: _____

iv. Public perception:

- a. Are departmental staff available: Poor/Good/Very Good/Excellent ☒
- b. Are departmental staff responsive: Poor/Good/Very Good/Excellent ☒
- v. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries:

Department	Average time taken	Remarks/details, if any
Revenue	<ul style="list-style-type: none"> • Within 1 month <input checked="" type="checkbox"/> • More than 1 month • Never 	within 4-5 days (In concern to Patwari)
Social welfare	<ul style="list-style-type: none"> • Within 1 month • More than 1 month <input checked="" type="checkbox"/> • Never 	
Police Station	<ul style="list-style-type: none"> • Within 1 month <input checked="" type="checkbox"/> • More than 1 month • Never 	
PHE	<ul style="list-style-type: none"> • Within 1 month • More than 1 month <input checked="" type="checkbox"/> • Never 	

PDD	<ul style="list-style-type: none"> • Within 1 month • <input checked="" type="checkbox"/> More than 1 month • Never 	
Any other	<ul style="list-style-type: none"> • <input checked="" type="checkbox"/> Within 1 month • More than 1 month • Never 	Agriculture Deptt. is doing excellent job.

vi. 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: 350
- iv. Number of children in the age group of 4-14 years enrolled in the schools:
340
- v. Is there any High/Higher Secondary school with more than 40% girl students: Yes/☒ No (No High/Higher Secondary school)
- vi. Whether RDD 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 RDD has provided Sanitary Napkin Incinerator in the above Schools: Yes/☒ No/Not applicable
 - ✓ If yes, whether the incinerator is functional: Yes/No

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

Vdhanj Mr.

Phanjial 5/12

I Urgent public requirements in order of priority (Max. 07):

1. Construction of Overhead Foot bridge near Sethi Public School

2. Urgently require 4 hand pumps (one in each of the Wards)
2, 3, 4, 5 WNo: 2, 3, 7, 4

3. Construction of Pond near Main chowk Phanjial

4. Repair of B Path from Battal Ballian Road to Bowli Melodi

5. Construction of Tractor Road from Jagdish house to Tara Mohallah (2km)

6. Construction of passage from Gelmela main chowk to Bh-Nasub Singh house.

7. Electric Pole requirement urgently (4 nos in WN: 4)

8. Construction / Installation of Tube Well in WN: 7.

II Any major complaint brought to notice of the Visiting Officer:

- Insufficient water supply in tapped connections
- Around 70 households in WN: 2 & 3 without Piped water connections.
- Drainage issue in all roads within the GP.
- Allowance given to girls in Tailoring & cutting centre is very less (should be increased from Rs 100 to Rs 500) & provision of raw material like cloth.

III Overall perception of functioning of the government:

Government is functioning to energize panchayats and to assess the PRI at the grass root level with impact of collection of feedback on delivery of various govt. services/schemes and their delivery to village people with aim of doubling farmers income. It is not only the sole responsibility of Govt. as such people should come forward to get their work & issues solved.

IV Overall assessment of visit and suggestions:

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

- Active involvement, contribution and participation of Panches in coordination with Sarpanch is very crucial for functioning of GP. Panches should also represent their Ward wise issues along with Sarpanch concerned to get work done timely priority wise.
- Simplification of various procedures regarding govt. schemes.
- Request yourself to organize meet back to Village in a way that every govt. functionaries should be available at the concerned Panchayat so that issues should be redressed & authentic data can be collected.

Signature of the visiting officer

Name Dr. Rakshanda Bhagat