

(Format to be filled up by the Reporting Officer during his/her two day visit to the Parishayat)

DETAILS OF REPORTING OFFICER:
Dr. Shabid Ahmad Sheikh

- ### B) LOCATIONAL DETAILS OF PANCHAYAT

- ### C) PANCHAYAT PROFILE:

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

S. No.	Department	Designation of the officer/official
1	Animal Husbandry	Veterinary Assistant Surgeon
2	Educative	Teacher, P.T Teacher
3	Revenue	Technician
4	ICDS	Worker, Helper
5	Flouriculture	Helper
6	P.O.D.D	Inspector
7	P.H.E	Fitter
8	Social welfare	Worker

1. INFRASTRUCTURE

- BZVZ/PD&M07019

ii. If not, whether the building for BOC office has been identified Yes/No/Not applicable

iii. Facilities available in the Panchayat Raj institutions:

Facilities available	Panchayat Office	BOC Office	Remarks
Furniture	Yes/No ✓	Yes/No	
Computer/printer	Yes/No ✓	Yes/No	
Telephone facility	Yes/No ✓	Yes/No	

iv. In case Panchayat has not been constituted, whether Administrator has been appointed Yes/No

v. Whether infrastructure and Assets Register has been prepared Yes/No
(Visiting Officer to physically check the register)

vi. If no, Visiting Officer to get the register prepared in his/her presence and confirm. Yes/No

2. FUNCTIONALITY:

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

Date of last meeting held: 22 November 2019

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

Date of last meeting held: 15 November 2019

iii. Whether the Khasra register is being maintained by the Panchayat Secretary: Yes/No

(Officer to inspect the register)

iv. Whether the Sarpanch/Administrator/Panchayat Secretary have digital signature: Yes/No

v. Bank Account opening and receipt of funds:

Name of the Scheme	Signature Bank account opened	Official signature other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakhs)	Whether it meet one transaction has been made
14 th Finance Commission	Yes/No ✓	Panchayat Sarpanch	Yes/No ✓	Rs. 10.42 Lakhs	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	-	Yes/No	-	Yes/No
ICDS (Honorarium)	Yes/No ✓	-	Yes/No	-	Yes/No
Mid Day Meals (MDM)	Yes/No ✓	Headmaster	Yes/No	3.00 Lakhs only	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: 65 No. (50 % to total)

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

If no, reason thereof: _____

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

No. of works started: 24 No. (90 % to total)

If no, reason thereof: _____

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

1) Sarpanch ()

2) BDO ()

3) Others (specify): Administrator

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 Yes

If no, reason thereof: No. Unstarred Khabardaria in the Panchayat

Also mention if it is being purchased by someone else: ICDS is purchasing staff

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

If no, reason thereof: _____

c. Is the Panchayat/Sarpanch paying honorarium to ANM/Warshippers directly at Panchayat level: Yes/No Yes

If no, reason thereof: Panchayat Unstarred

ICDS Supervisor & Signatory

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

If no, reason thereof: Disasters in the school have been occurred lately

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

If no, reason thereof: Disasters occurred lately

Also mention if it is being provided by someone else: Provided by the school authorities

c. Whether the record on account of purchase of MDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No Yes
(Working Officer to check the register and verify the signatures of the Sarpanch on the same)

x. MCNREGA

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

b. If yes,

Funds allocated to the Panchayat: Rs. 17.47 lakh

No. of works approved: 52

No. of works started: 03

No. of works completed: 01

No. of Job Card holders in the Panchayat: 215

No. of man days generated: 934

c. Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/No Yes

If yes, whether approved by the Gram Sabha: Yes/No Yes

If no, reason thereof: Not available of own resources in the Panchayat

- ix. Whether subjects have been assigned by the Sarpanch to the Panch: Yes/No ✓
 If no, whether subjects have been assigned in presence of the visiting officer: Yes/No NO Listed, not available in the Panchayat.
 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	
V.L.W	RDO	Yes/No	
JE	RDO	Yes/No	
CDPO	Social Welfare	Yes/No	
TSWO	Social Welfare	Yes/No	
Anganwadi Supervisor	Social Welfare	Yes/No	
Headmaster/Principals/ZEO	School Education	Yes/No	
Up. MCM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Naib-Tehsildar	Revenue		
Patwaris	Revenue	Yes/No	
Agriculture Extension Officer	Agriculture	Yes/No	
Horticulture Extension Officer	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other			

DELAYED RESPONSE

- 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: every department (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: 235 days (specify number of days)

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

✓ Any other difficulty, give details: Beneficiary identification
feeding up of back to village 1
departmental schemes.

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) Plaster

(2) side of the wall

(3) side of the wall

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

If yes, amount released: Rs. _____ lakh.

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

Likely date of completion: _____ (date)

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

Section/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks:
R.D.D (Muzen)	Construction of bridge from Hla to take my to primary school	Yes	
R.D.D	Forming boundary of minor - 8	No	Foundation stone laid by union officer
-	-	No	
-	-	-	
-	-	-	

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

a) Doctors/Paramedics/other Health staff	(Yes/No)
b) Teachers/Ret Teachers	(Yes/No)
c) Anganwari Workers/helpers	(Yes/No) <i>Mild Response</i>
d) RDO 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:

None

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

Any department whose officers/officials has not visited the Panchayat even once since BZV-1: _____

Any department which has organized any event or camp or tour of senior officer in the Panchayat since BZV-1: *None*

m. Areas of major complaints brought to notice:

Major areas of complaint made during BZV-1	Department	Resolution of Complaint	Remarks
Indermal Roads	PMWSY	Yes/No	
	R.D.D	Yes/No	
Foot bridge	R.D.D	Yes/No	
Requirement			

n. Major problems confronting the people:

Major problem highlighted during BZV-1	Department	Resolution of problem	Remarks
Internal Road connectivity	PMWSY/R.D.D	Yes/No	
Also Quality feeding	Educative	Yes/No	
Non availability of Primary health center	H.E	Yes/No	
Crack in bridge on Mullu side	R.D.D/PWD	Yes/No	
Requirement of water supply plant	PHE	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: Panchayat Unaffected

- iv. 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: Available but officials from district department men-cooperate

- 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 meeting officer to ensure that the meeting schedule is framed in further presence and confirm: Yes

- vi. Whether the frontline workers of the subjects transferred to the Gram Panchayats are participating in the scheduled Gram Sabha meetings: Yes/No *only few participate*

If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings:

1 st Meeting Date (23 Jan 19)		2 nd Meeting Date (20 Nov 19)	
S. No.	Department	S. No.	Department
1	Agriculture	1	Social Justice
2	—	2	IT & FC

1 st Meeting Date (23 Jan 19)			2 nd Meeting Date (20 Nov 19)	
S. No.	Department	Designation	S. No.	Department

3	—	—	3	Public Health
4	—	—	4	Agriculture
5	—	—	5	—
6	—	—	6	—
7	—	—	7	—
8	—	—	8	—

If no, reason thereof: only few departments participate

- 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: Non-availability of internet facility

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GPDP 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 BZV1 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: Taken very long time for getting the issue redressed.

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

No of Elected Representatives trained	Place of training	Theme of training	No of days
—	—	—	—

- ii. Quality of training: Poor/Satisfactory/Very Good/Excellent.

- iii. Whether any exposure visit within JSK/Outside has been conducted: Yes/No
If yes, Visiting Officer to record the experience/Views of the elected representatives about the visit: Poor/Satisfactory/Very Good/Excellent.

- iv. Whether any digital literacy training has been conducted for Sarpanchas: 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 appropriate number of beneficiaries covered and appropriate 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	95	16	Case under process	—
Scholarship for Minority students	82	23	—	—
Pension - Old Age	165	48	—	—
Pension - Widow	31	01	—	—
Pension - Disability	24	05	—	—
PMA Rashtriya Nidhi	Not available	—	—	—
Ayushman Bharat	28	03	Remitance facility of interest facility	—
PM Jeevan Jyoti Bana Yojana	not available	—	—	—
PM Surashra Bima Yojana	Not available	—	—	—
PM Awas Yojana - Gramin	64	05	non-availability of land not getting sanctioned	—
State Marriage Assistance Scheme	02	162	not getting sanctioned	—

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Joo Card	215	-	-	-
Last Bell	not	not applicable started in	candidate list	-
Swachh Bharat Mission- Individual Household Toilets	198	14	non-availability of funds	-
PM Ujjwala Yojana	not	available	-	-
Ujala	not	available	-	-
Jandhan Account	not	available	-	-
PM Matsu Vardhana Yojana	10	06	-	-

* The visiting officer to endorse 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 headquarters.

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	06	non-availability of pipes	-
Electricity connection	-	-	-

* Visiting officer to endorse the list of individual/beneficiaries who need loan corrections. He/she to also collect any applications and handover at district headquarters.

ii. DOUBLING FARMERS INCOME

1. IRRIGATION

i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain area

ii. Major sources of irrigation: Canal/Dug/Tube well/Pond/Springs/Well harvesting/Tank/Rainfed/Other (please specify) _____

iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Inadequate

iv. Are there any un-tapped irrigation sources in the Panchayat: Yes/No

✓ If yes, please specify (Canal/Ground Water/Spring/Lake/Springs/Pond/Well/other water body) Canal (tick as many as needed)

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

If yes, please specify Escape ponds for P.O.D area can be made
canal for drainage for irrigation purposes

vi. Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No

vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: none

viii. No. of farmers who intend to use drip/sprinkler irrigation: none (Nos.)

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

Escape ponds from P.O.D power canal can be used for use to irrigate fields
canal

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (please specify) 90 %

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

iii. If no, reasons thereof: _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card 191 (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019
03 Nos.
- No. of farmers who applied for KCC loan but not provided so far
26 Nos.
- Problems being faced by farmers in availing KCC loan (tick whichever relevant):
 - Difficult processes and procedures ☒
 - Delay by concerned Deptt. ☒
 - Delay by bank concerned ☒
 - Any other problem, please specify: _____

4. MARKETING INTERVENTIONS:

- How is agricultural/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi) Not sold
 - Through un-organized market sold
 - 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 agricultural/horticulture produce: _____

Subsidies
granted
Practised

5. DIVERSIFICATION TO HIGH VALUE CROPPING:

- Is there any scope/potential for diversification towards high value cropping in the Panchayat? Yes/No ☒ Yes
- If yes, please specify: _____

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

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Good/Satisfactory/Good/Excellent
- Status of household/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>~ 200</u>	<u>12</u>
2	Dairy units	<u>—</u>	<u>03</u>
3	Sheep Units	<u>15</u> <u>None</u> <u>Interested</u>	<u>35</u>
4	Fish Ponds	<u>—</u>	<u>08</u>

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

Creating awareness about the different schemes run by Amul, KVK, etc., Deptt. of Animal Husbandry

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

1. Increase Road Connectivity in up to make trips easy
2. Appraising the people in the up about different banking facilities / schemes run by different departments (increasing money)
3. Increase training schemes to be introduced to be DEOS (Deputy Information Officer) on large scale like MGF (Muzungu) / develop (Muzungu)
4. Subsidies on agricultural implements / seeds (HYV) / fertilizers to be increased further to make them affordable.
5. That give training and deposits support.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

- i. Whether Aadhaar card has been provided to all people in the Panchayat: Yes/No
- 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: BPL households provided APL ration card

iii. Number of FIRs registered in last 3 months: None

- 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: None

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 field functionaries: 1 month

Department	Average time taken	Remarks/Details, if any
Revenue	• Within 1 month • More than 1 month • Never	People pay regular tax and with a good govt. scheme Needs proper functioning of public facilities, particularly in the up.
Social welfare	• Within 1 month • More than 1 month • Never	Needs proper functioning of public facilities, particularly in the up.
Police Station	• Within 1 month • More than 1 month • Never	—
PHE	• Within 1 month • More than 1 month • Never	Some houses are not getting piped water supply, despite repeated requests.

PDO	• Within 1 month • More than 1 month • Never	The plinth of electric poles eg transformer is very pathetic, needs urgent attention.
Any other	• Within 1 month • More than 1 month • Never	

vi. Any specific observation or complaint regarding any particular department:

Road from NHW to Singabati has not been completed after 10 years. Road is in bad shape.

vi 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 made. 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. 134

iv. Number of children in the age group of 4-14 years enrolled in the schools. 192

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

vi. Whether PDO has provided Sanitary Napkin Vending Machines in any of the above Schools. Yes/No

✓ If yes, details of schools: _____

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

vii. Whether PDO has provided Sanitary Napkin dispenser in the above Schools. Yes/No

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

ii) GENERAL ASSESSMENT OF THE VISITING OFFICER.

1	Urgent public requirements in order of priority (Max. 07)
1	Road from NHW to Singabati
2	Road from P.O. Canal to Singabati
3	Primary Health Centre - G.P.
4	water distribution plant
5	Foot bridge on National Road (Census RD)
6	High School within G.P.
7	Reframing of Panchayat building with G.P. via highway & Urban police line
ii	Any major complaint brought to notice of the Visiting Officer.
After BZV's programme area of the work has been taken up, have been started. Nothing has happened in the interim!! (Census)	

III	Overall perception of functioning of the government.
	- Poor Public Service delivery. - People have to pay frequent visits to the govt. office / follow the rules for getting their work done.
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	- C.P.S. without elected representative - Panchayat is run by EX-PM members and Senior citizens of village committee - People are disappointed about the outcome of BAVI. - People shd. be through advised about different livelihood generating departmental schemes. - ICDS should be strengthened. - Stress should be laid on Quality of Education

Signature of the visiting officer

Name D. Shinde Anand

Shinde.