

# Back to Village 2

B2V2

*Governance at the Doorstep*

November 25-30, 2019

GOTAPORA.

Blau: Soibugh





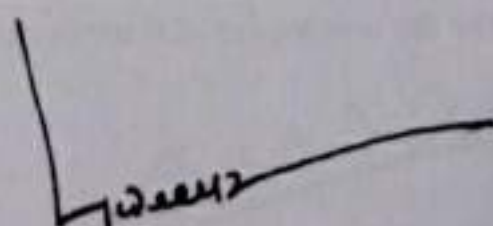
## Message

In June 2019, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both daunting and ambitious - a public outreach of this size and scale had never been attempted before, certainly not in a state like Jammu & Kashmir with its unique problems of geography, climate and law and order.

Undaunted by the skeptics and the naysayers we decided to go ahead with the programme. The response of the programme exceeded our own expectations. Everywhere the visiting officers were welcomed, feted and honoured. The affection and respect with which officers were received across geographies was, for us, a testimony to the innate goodness and hospitality of the common people. The officers spent two days and a night with the people- living with them, eating the same food and learning first hand the challenges and difficulties of their existence. For many it was a unique learning experience -the sweet *lore of nature* brought home to them the *beauteous forms of things*; for others was a humbling experience as it laid bare to them the dignity which the rural population lives, notwithstanding the myriad challenges of their existence. Such was the enthusiasm generated by the programme that a resident of Shopian District wrote to the Hon'ble Prime Minister about this programme following which the Prime Minister made a mention of it in his *Mann ki Baat* Programme calling it a 'festival of development, public participation and public awareness'.

Encouraged by the success of the first edition of the programme, we have now decided to embark on its second phase. While the first phase of the programme was focussed on collecting feedback and assessing needs, the second phase intends to look more closely at the task of empowering, energising and institutionalizing the functioning of Panchayati Raj Institutions, invariably they will associate Panches/Sarpanches. The other objective of this edition of the programme will be to look at the various flagship programmes and individual beneficiary oriented schemes and learn more about the impediments, grievances which hampers their full implementation and their disposal also be ascertained. The visiting officers would also study agriculture and allied activities in the Panchayats, particularly with the objective of our national goal of doubling farmers' income by 2022.

I am confident that our entire team will once again rise to the occasion and replicate the success of the first edition of the programme. I am also confident that the Deputy Commissioners and Administrative Secretaries will create the necessary conditions for the visiting officers to discharge their role effectively. I am equally sure that this programme will evolve into an institutionalized, doorstep governance programme which will not only be a genuine, unadulterated ear to the ground but will also cut the infamous red tape and help in delivering development better and faster.

  
(G. C. Murmu)



B. V. R. Subrahmanyam  
IAS

Chief Secretary  
Jammu and Kashmir

## Message

One of the key elements of good governance is the empowerment of democratic institutions so that people become real partners in decision making. After the successful conduct of Panchayat Elections in 2018, it was essential to reach out to the people for getting their valuable feedback for making the functioning of the democratic institutions as vibrant and meaningful institutions of governance.

With a view to reaching out to every nook and corner of Jammu & Kashmir, the Government conceived 'Back to Village (B2V) programme,' the first of its kind in Jammu & Kashmir. The programme which was organized from June 20-27, 2019, across all 4483 Panchayats focussed on energizing Panchayats, collecting feedback on delivery of government schemes/programmes, capturing specific economic potential and undertaking assessment of needs of the villages. People came out in droves to welcome the visiting officers and appreciated the initiative of the government. The initiative was widely acknowledged with Prime Minister Mr. Narendra Modi mentioning it in 'Mann ki Baat' on 28<sup>th</sup> July, 2019. The interface was visible and response so overwhelming and enthusiastic that some officers stayed in their Panchayats beyond the schedule.

Government has already released funds for the Panchayats to address the priority works identified during the first phase of B2V programme.

As B2V envisages equitable development of Panchayats with a sound financial base, it is expedient that the initiative is carried forward to assess the level of empowerment and institutionalization of the Panchayat Raj Institutions (PRIs) at the grassroots level viz-a-viz the impact of various flagship programmes and welfare schemes on the rural populace. The feedback so obtained will help the government to tailor the various central and other government schemes/programmes in improving delivery of village-specific services and making the village life better in terms of improved amenities and facilities. I am confident that B2V programme will evolve into an institutionalized, doorstep governance programme, which will help to deliver speedy and faster services and development.

I fervently appeal to Panchayat representatives as well as people to come forward to project their views before the visiting officers for strengthening the PRIs.

I would urge the Deputy Commissioners to coordinate the visit of officers to various Panchayat Haikas for better outcomes.

I am confident that our officers who will be a part of the B2V programme will work indefatigably to make the initiative a grand success.

(B. V. R. Subrahmanyam)



## 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 14<sup>th</sup> 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.

#### Suggested Activity Schedule for the Visiting Officer

### Pre and Post-Visit Activities

- Meeting with the Deputy Commissioner for the collection of statements and briefing regarding the visit before going to the Paraglyte <sup>10/01/2014</sup>
- Debriefing meeting with the Deputy Commissioner and submission of the copy of the fiction booklet and other papers before leaving the station <sup>10/01/2014</sup>

## Day 1

- Arrive in the Panchayat by 10 A.M. (carry pictures)
- Attend the Gram Sabha
  - Read out the charter of Fundamental Duties
  - Discuss BSVI report card, PSCAP analysis report and obtain feedback on follow up of BSVI activities
  - Unveil the GDP booklet in the Gram Sabha
  - Get the resolution for approval of GDP and MGNREGA passed in the Gram Sabha
  - Unveil the 14<sup>th</sup> FC plan booklet in the Gram Sabha
  - Inspect the four pass books- 14<sup>th</sup> FC, MDM, ICDS, Child Resourses
  - Check the purchase order register for MDM and ICDS
  - Distribute the information flyers on Individual Beneficiary Based Scheme
  - Fill up those columns of the BSVI booklet which require Gram Sabha responses
  - Distribute guidelines of government schemes which can help increase rural incomes e.g. Backyard Poultry, Dairy Entrepreneurship Scheme
  - Get the Panchayat Biodiversity Committee constituted if not already constituted through a Panchayat (not Gram Sabha) resolution. The list for the resolution will be made available by the district administration
  - Check Panchayat Asset register and Infrastructure register. If the asset is not recorded, the officer will get it recorded

- Collect copy of Panchayat Photo Collection and Display stall.
- Get scheme-wise list of individuals who are entitled of receiving individual beneficiary oriented schemes but have not applied so far.
- Collect any complaint/ grievance that people may have, especially with regard to non-satisfaction of benefits under various beneficiary oriented schemes.
- Get list of households without social amenity/ public connection.

#### Day 1 Afternoon

- Visit local schools, health institutions, AWCs, government assets, banks, water bodies, busstand, electric station, mountain shrine, etc.
- Visit other villages in the Panchayat.
- Evening informal interaction with PSE representatives, frontline government functionaries and prominent citizens in Ghatum and discuss about the core problems/issues being faced by the people of the Gram Panchayat and ways to increase rural incomes and energize village-level initiatives.
- Capture evening interaction picture by 6:00 P.M.

#### Day 2

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members
  - Get various subjects/portfolios assigned to the members by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
  - Inspect the Akshar 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 (Dedra/Teacher/Petron/Anganwadi Workers/ASHAs/ANMs/VW/PDS storekeepers/representatives of PHE, PDD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
  - Social activists/NGOs.
  - Prominent citizens/retired teachers/Govt. employees/ex-servicemen etc.

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#### Day 2 Afternoon

- Visit the Panchayat Office/NGO office and check for functioning status.
- Visit Board at last identified for Panchayat Office.
- Visit Gram Panchayat Library for completed PMAY houses.
- Inaugurate the previous B2V work and lay foundation stone for a new one.
- Inspect B2V/14<sup>th</sup> PC works/ongoing 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.

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## Back to Village 2 (B2V2) - Report

(Form to be filled up by the Reporting Officer during the first visit to the Panchayat)

### A) DETAILS OF REPORTING OFFICER

- Name: Dr. Sankar Kumar Singh
- Designation: Assistant
- Department/Place of posting: Education/Block Extension
- Block No.: 704/1/1/1/1
- Email ID: manojkumar19@gmail.com
- Home District: Bachhrawan
- Date of visit: 25/06/2019 (26/06/2019, November 2019)

### B) LOCATIONAL DETAILS OF PANCHAYAT

- Name of the Panchayat: Guptapur
- Local Government Directory (LGD) code of the Panchayat: 241462  
(To be sourced from Rural Development Department by DC)
- Name of CD Block: 301044H
- Name of Taluk: NARAIL
- Name of District: B40447

### C) PANCHAYAT PROFILE

- No. of revenue villages in the Panchayat: 2
- No. of hamlets in the Panchayat: 2
- No. of households in the Panchayat: 362
- Population (approx.) of the Panchayat: 2704

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

S. No.	Department	Designation of the officer/official
1	Agriculture	ACF
2	Animal Husbandry	Senior Vet Pharmacist
3	Youth Services of Sports	PET
4	Health	Pharmacist
5	Education	Teacher
6	Handicraft	O.C.C.
7	TCOS	Supervisor
8	Public Development Department (PDD)	PSR

### 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

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

iii. Facilities available in the Panchayat Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No	Yes/No	-
Computer/printer	Yes/No	Yes/No	-
Telephone facility	Yes/No	Yes/No	-

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)

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: 02/02/2019

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

Date of last meeting held: 02/02/2019

iii. Whether the Kargali 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

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v. Bank Account opening and receipt of funds

Name of the Scheme	Separate bank account opened	Official signature other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakhs)	Whether at least one transaction has been made
14 <sup>th</sup> Finance Commission	Yes/No	Signature of Sarpanch	Yes/No	36.10547	Yes/No
ICDS (Nutrition)	Yes/No	Signature of Sarpanch	Yes/No	-	Yes/No
ICDS (Honorarium)	Yes/No	-	Yes/No	-	Yes/No
Mid Day Meals (MDM)	Yes/No	School Sarpanch	Yes/No	Nil	Yes/No
Own resources of Panchayat	Yes/No	-	Yes/No	Nil	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. 14<sup>th</sup> 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: 04 No. (10 % to total)

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6. Whether Action Plan has been approved by the BDC. Yes/No  
If no, reason thereof: \_\_\_\_\_

7. Whether the works have been started: Yes/No  
No. of works started: 2 No. (a, b, c, d, e, f, g, h, i, j, k, l, m, n, o, p, q, r, s, t, u, v, w, x, y, z)

If no, reason thereof: Not sufficient fund

8. Who is issuing work order for works being executed under 14<sup>th</sup> FC, this year?

1) Sarpanch (x)

2) BDC (x)

3) Others (specify): Revenue Secretary

9. 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: Purchased by the Dept.

Also mention if it is being purchased by someone else: Dept.

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

If no, reason thereof: Lack of supply by Dist. authorities

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

If no, reason thereof: Lack of funds

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)

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10. 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: Funds not released by the Government for school authorities operate the scheme.

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

If no, reason thereof: School authorities do the same on their departmental provision

Also mention if it is being provided by someone else:

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

(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)

11. MGNREGA

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

b. If yes,

✓ Funds allocated to the Panchayat: Rs 15.6 lakh

✓ No. of works approved: 24

✓ No. of works started: 07

✓ No. of works completed: N/A

✓ No. of Job Card holders in the Panchayat: 389

✓ No. of man days generated: 215

12. 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: No own resources.

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4. Whether subjects have been assigned by the Supervisor to the Pancha: Yes/No ✓  
 If no, whether subjects have been assigned in presence of the visiting officer: Yes/No ✓  
 5. Major challenges being faced by the Panchayat in functioning and execution of works  
 6. Whether full support and cooperation being provided for

Officer	Department	Response	Remarks
SDO	ROD	Yes/No ✓	-
VLR	ROD	Yes/No ✓	-
JE	ROD	Yes/No ✓	-
COPO	Social Welfare	Yes/No ✓	-
TSMO	Social Welfare	Yes/No ✓	-
Anganwadi Supervisor	Social Welfare	Yes/No ✓	-
Headmaster/Principal/CEO	School Education	Yes/No ✓	-
IC/NCM	School Education	Yes/No ✓	-
BMO	Health	Yes/No ✓	-
Tehsildar/Naib Tehsildar	Revenue	Yes/No ✓	Poor Response from Patwari
Patwar	Revenue	Yes/No ✓	Poor Response
Agriculture Extension Officer	Agriculture	Yes/No ✓	-
Horticulture Extension Officer	Horticulture	Yes/No ✓	-
Village functionaries	Byo Janashiksha	Yes/No ✓	-
Any other	-	-	-

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7. Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries or other schemes:

- ✓ Non co-operation by officials: Yes/No ✓  
 If yes, who: \_\_\_\_\_ (specify)
- ✓ Non disclosure of funds available/schemes by officials: Yes/No ✓
- ✓ Delay in preparation of estimates/technical sanctions by engineering staff: Yes/No ✓
- ✓ Delay in administrative approval by officials: 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: naam nahi panchayat staff

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: NA (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) yo lane from M/s Bilal Khan to M/s Jyot Shahin  
of others at Ghatbura (ending Dec 2019)  
 (2) yo drain from Jania Masjid to M/s Khalid  
again 4 others at Ghatbura (ending Dec 2019)  
 (3) yo drain from Jania Masjid to M/s Khalid  
again 4 others at Ghatbura (ending Dec 2019)
- iii. Whether any funds have been released for works identified in B2V1: Yes/No ✓  
 If yes, amount released: Rs 1.60 lakh  
 Whether works identified in B2V1 have been started: Yes/No ✓  
 Likely date of completion: Jan 2020 (date)  
2019

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14. Whether any new worker/technician/other staff/other person appointed in the Panchayat after B2V1? (Mark Yes/No)

Section/Department	Name of staff/technician/other	Whether appointed (Yes/No)	Remarks
① Panchayat	Sanjay Kumar Sanjay Kumar Sanjay Kumar Sanjay Kumar	Yes	Handed not started work in Panchayat in 2018
② - 4 -	Sanjay Kumar Sanjay Kumar Sanjay Kumar Sanjay Kumar	No	N/A

15. Whether any improvement in attendance of following Government functionaries has been noticed after B2V1?

- a) District/Block/Cluster health staff (Yes/No) ✓
- b) Teachers/PT Teachers (Yes/No) ✓
- c) Anganwadi Workers/Helpers (Yes/No) ✓
- d) ACD staff (Yes/No) ✓
- e) Jeevika engineering staff (Yes/No) ✓
- f) Agriculture/Extension staff (Yes/No) ✓
- g) Animal Husbandry/Sheep Husbandry staff (Yes/No) ✓

In case any particular department has shown improvement, please specify.

- N/A -

Any department whose staff is absent most of the time - N/A -

Any department whose officers/officials has not visited the Panchayat even once since B2V1 - N/A -

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1 - N/A -

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16. Areas of major complaints brought to notice

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Land Settlement	Revenue	Yes/No	Handled for minor issues from diff. sources due to Revenue
Drinking water Problem	PHE Sanitation & Flood relief	Yes/No	Improvement in water supply up to 100% in 2018
HT/LT wires sagging issue	PDD	Yes/No	Replacement of HT wires from 100% done and pending funds for small work

17. Major problems confronting the people

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Land Settlement Flood Relief	Revenue	Yes/No	Handled for minor issues from diff. sources due to Revenue
Transport Facility	SRTC	Yes/No	-
Drinking Water	PHE	Yes/No	-
HT/LT wires sagging and trees	PDD	Yes/No	-
-	-	Yes/No	-

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**C) PLANNING, EXECUTION AND TRAINING:**

**1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GDP):**

i. 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: \_\_\_\_\_

ii. Whether the schemes and activities approved under GDP 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 GDP Portal for preparation of GDP 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 <sup>st</sup> Meeting Date (07/7/19)			2 <sup>nd</sup> Meeting Date (12/8/19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	Agriculture	AEA	1	Agriculture	AEA
2	Animal Husbandry	Vet. Pharmacist	2	Animal Husbandry	Vet. Pharmacist

B2V2/PD&MD/2019

1 <sup>st</sup> Meeting Date (07/7/19)			2 <sup>nd</sup> Meeting Date (07/08/19)		
S. No.	Department	Designation	S. No.	Department	Designation
3	Health	Pharmacist	3	Health	Pharmacist
4	Education	Teacher	4	Education	Teacher
5	J.C.D.S	ASH	5	J.C.D.S	ASH
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 GDP 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: \_\_\_\_\_

(V/LW to demonstrate the reports to the Visiting Officer)

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1. Whether the official gaps identified in the Panchayat during Mission Antyopksha Survekshas, 2018 are being bridged while preparing (PDR) 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 formed in GVT conducting social audit. Yes/No  
iii. Whether the issues raised during the audit are being addressed 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
- Nil -	- Nil -	- Nil -	- Nil -

- ii. Quality of training: Poor/Satisfactory/Very Good/Excellent. *NA*  
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. *NA*  
iv. Whether any digital literacy training has been conducted for Sarpanches. Yes/No  
If yes, quality of training: Poor/Average/Good/Excellent. *NA*  
v. Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats  
a. Elected representatives: Poor/Satisfactory/Good/Excellent. *NA*  
b. General Public: Poor/Satisfactory/Good/Excellent. *NA*

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

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## 4. 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	Prosh applications submitted to visiting officer (Nos.)
Sponsorship for SC/ST/BC students	-	-	-	-
Scholarship for Merit students	41	33	Lack of funds & family	-
Pension - Old Age	35	64	Lack of funds	-
Pension - Widow	17	07	-	-
Pension - Disability	35	24	-	-
PM Kisan Nidhi	299	62	non availability of fund	-
Ayushman Bharat	49	05	-	-
PM Jeevan Jyoti Bima Yojana	JK Same Not Participated			
PM Suraksha Bima Yojana	-	42	-	-
PM Awas Yojana - Gramin	-	43	Lack of funds	-
State Marriage Assistance Scheme	-	-	-	-

B2V2/PD&MD/2019

[illegible]

d. Visiting Officer to fill number of cases pending and fresh demands.

H2V2PDAMC25M



### 3. LOANING FACILITY AVAILABLE TO THE FARMERS

- i. No. of farmers who have availed loan facility through KCC upto 2018  
125 Yes
- ii. No. of farmers who applied for KCC loan but not provided for for  
125 Yes
- iii. Problems being faced by farmers in availing KCC loan (tick whichever relevant):
- a) Difficult processes and procedures ☒
  - b) Delay in disbursement ☒
  - c) Delay by bank concerned ☒
  - d) Any other problem, please specify ☒

iv. Suggestions for improving the process of availing loan under KCC  
To remove the loan documents & paperwork ready by the Bank.

### 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 ☒
- 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:  
Provide facilities for Mandis in the area.

62V2/PD&MD/2019

### 5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT

- i. Do there any crop/vegetable for diversification towards high value crops/fruit in the Parish/Block/Village?

☒ If yes, please specify

Sr. No.	Non remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
01	Paddy	Veg. & Fruits	
02	Oats	Apple (High land)	
03	Peas	-	

### 6. INCREASING LIVESTOCK PRODUCTION

- i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department, Panchayat/Sahakari/Grocery/Extension
- 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	08	—
2	Dairy units	30	—
3	Sheep Units	—	—
4	Fish Ponds	—	—

62V2/PD&MD/2019

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

More awareness of PIP level to the citizens

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

1. Increasing of Subsidy component to new schemes
2. Relaxing Bank norms.
3. Training & Visit Programmes/Supervision visits.
4. Inter-Departmental Coordination
5. PFI Supervision & Coordination

#### 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: 500

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 ☒

B2V2/PD&MD/2019

h) any other: X

ii. Number of FIRs registered in last 3 months: 04

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	<input checked="" type="checkbox"/> Within 1 month <input checked="" type="checkbox"/> More than 1 month <input type="checkbox"/> Never	Recommendation for replacement of Patwari of Halva Saini
Social welfare	<input type="checkbox"/> Within 1 month <input checked="" type="checkbox"/> More than 1 month <input type="checkbox"/> Never	
Police Station	<input checked="" type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	
PHE	<input type="checkbox"/> Within 1 month <input checked="" type="checkbox"/> More than 1 month <input type="checkbox"/> Never	Increase daily water supply to village Churpata.

B2V2/PD&MD/2019

PDO	<input type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	
Any other	<input type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	

Are specific observation of complaint regarding any particular decastone is  
Major Complaint Regarding Revenue Department  
Excessively Payment of Patwar

#### A) OTHERS

1. Whether land has been registered with Patwari for collection and disposal of plastic waste? Yes/No

2. Whether Patwari Plastic Collection and Disposal job is ready? Yes/No

(Visiting officer to collect a copy of the Part)

3. Number of children in the age group of 4-14 years in the Patwari: 350

4. Number of children in the age group of 4-14 years enrolled in the schools: 320

5. Is there any high/higher secondary school with more than 40% girl students? Yes/No

6. Whether RDO 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

7. Whether RDO has provided Sanitary Napkin incinerator in the above schools? Yes/No/Not applicable

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

B2V2/PO&MO/2018

#### 1) GENERAL ASSESSMENT OF THE VISITING OFFICER

1	<p>1. Report public, say priorities in order of priority (Max-10)</p> <p>1. Road of Govt/PS Water with some and replacement of PS power supply line from regional to local side. 4. Install along with Road side.</p> <p>2. Laying of 6" parallel water supply line from PS Para to Churpara via Gopara along with Road and increase daily water supply to Gopara.</p> <p>3. Demarcation of separate Patwar Khata for Gopara of separate revenue ranges for Churpara and Gopara. Also to satisfy land settlement.</p> <p>4. Establishment of LCOs centres at Gopara, Gopara, Our Mohalla Churpara and Manglar.</p> <p>5. Insp. of Internal Govt Road side drainage at Gopara, Manglar, Kalerpara &amp; Churpara.</p> <p>6. Eto Govt Canteen I cannot visit for food items of others at Gopara &amp; Canteen near Manglar, Churpara, Gopara &amp; Canteen near Manglar, Churpara &amp; Canteen near Manglar.</p> <p>7. 1. 40 p/b along with Road from PS to PS Gopara.</p> <p>2. 40 p/b from PS to PS Manglar via Gopara.</p> <p>3. Insp. of Road from PS Manglar to PS Churpara via Gopara.</p> <p>4. Any major complaint brought to notice of the Visiting Officer.</p>
2	<p>1. Complaints against Revenue Department for land settlement.</p> <p>2. Complaints against PS.</p> <p>3. Complaints against PDO.</p> <p>4. The Administrator appointed for the road side remains about opening PSV programme.</p>

B2V2/PO&MO/2018



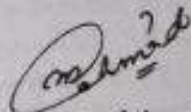
III Overall perception of functioning of the government:

RDO is the best performing department is the G.P. The performance of the RDO employees especially the supporting staff is outstanding and may be considered for absorption in the department for successful running of Centrally Sponsored Schemes. Other Departments Satisfactory.

IV Overall assessment of visit and suggestions:

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

The said G.P is flood prone area and needs immediate response from the concerned departments especially PHE, Revenue, P.D., Irrigation etc. The SCDS workers need enhancement of remuneration and rent and release of remuneration on monthly basis.



Signature of the visiting officer

Name Manzoor Ahmad Tajari

Lec. Maths, School Education



**Mission Delivering Development  
Mission Good Governance**

**Government of Jammu & Kashmir**