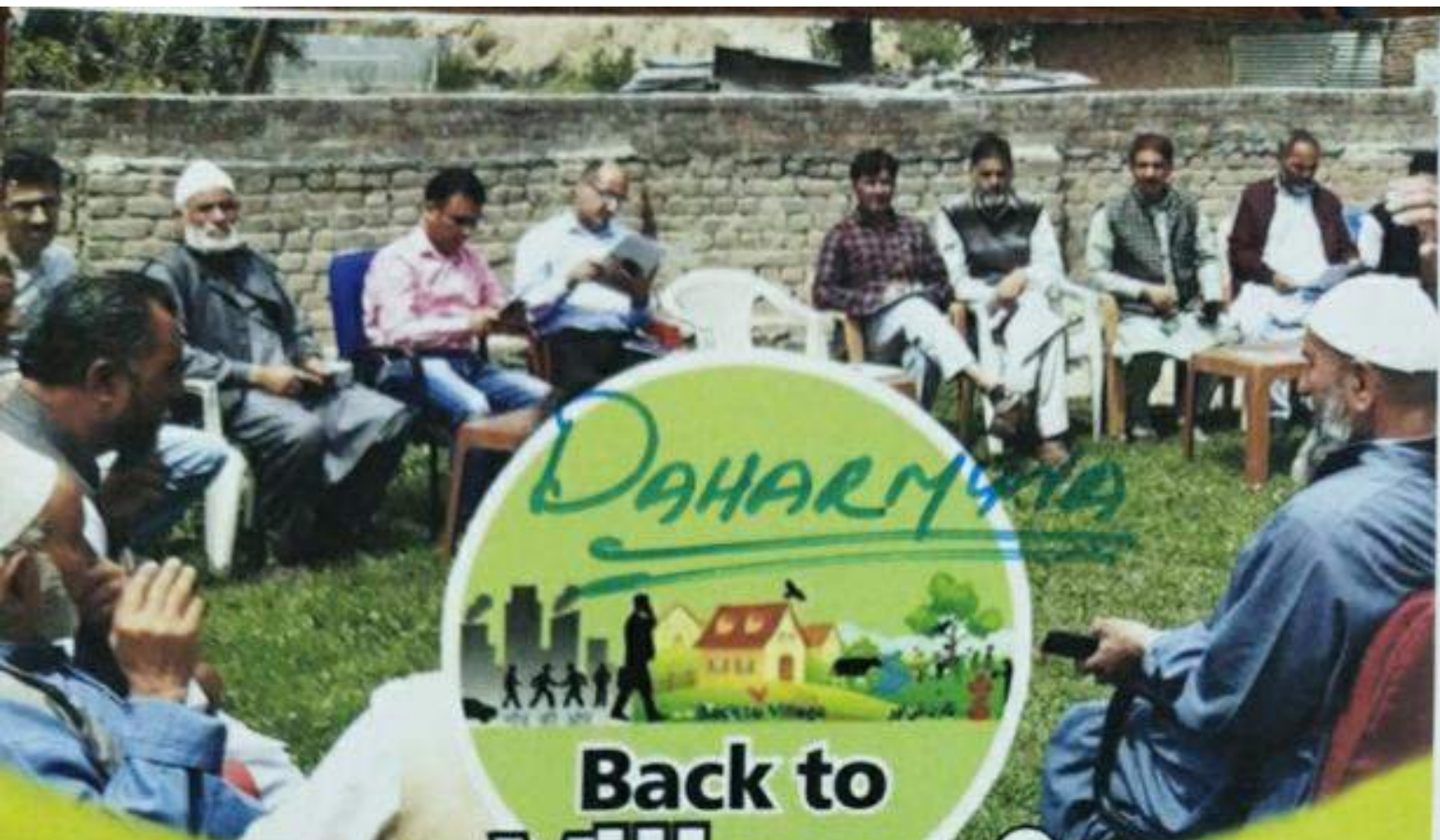




Back to Village 2

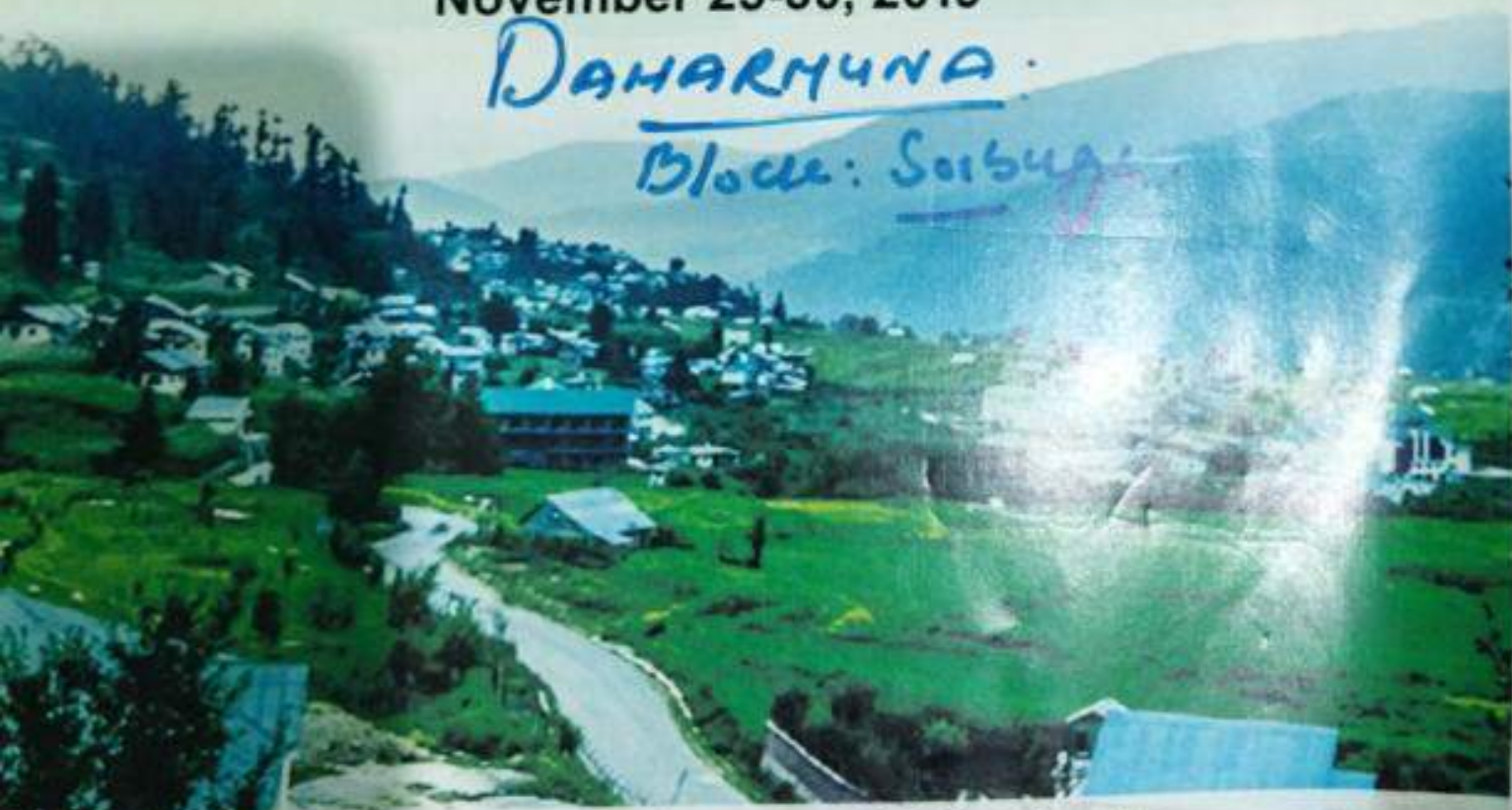
B2V2

Governance at the Doorstep

November 25-30, 2019

DAHARMUNA

Block: Soibaga



Government of Jammu & Kashmir



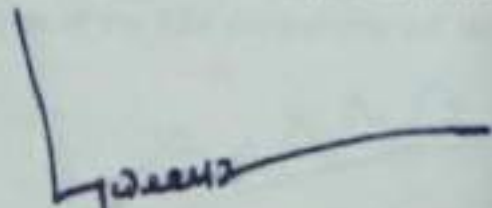
Message

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)



**Chief Secretary
Jammu and Kashmir**

**B. V. R. Subrahmanyam
IAS**

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 28th 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 Panchayati Raj Institutions (PRIs) at the grassroot 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 Halqas 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 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.

- [illegible]

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 schedule going to the Panchayat.
- Debriefing meeting with the Deputy Commissioner and submission of one copy of the filled-in booklet and other support letters bearing the district.

Over 1

- Arrival in the Panchayat by 10 A.M. (capture picture)
- Attend the Gram Sabha
 - 1) Read out the chapter of Fundamental Duties
 - 2) Discuss BSVY report card, critical gap analysis report and obtain feedback on follow up of BSVY activities
 - 3) Unveil the GPCP booklet in the Gram Sabha
 - 4) Get the resolution for approval of GPCP and MGNREGS passed in the Gram Sabha
 - 5) Unveil the 14th FC plan booklet in the Gram Sabha
 - 6) Inspect the four pass books- 14th FC, MDM, ICDS, Own Resources
 - 7) Check the purchase record register for MDM and ICDS
 - 8) Distribute the information flyers on individual Beneficiary Based Scheme
 - 9) Fill up those columns of the BSVY booklet which require Gram Sabha responses
 - 10) Distribute guidelines of government schemes which can help increase rural incomes e.g. Backyard Poultry, Dairy Entrepreneurship Scheme etc.
 - 11) Get the Panchayat Biodiversity Committee constituted if not already constituted through a Panchayat (not Gram Sabha) resolution. The form for the resolution will be made available by the district administration.
 - 12) Check Panchayat Asset register and infrastructure register. If the same are available, the officer will get it prepared.

1. Collect copy of Psychological Health Collection and Confidential part.
2. Get accurate name list of participants who are (described as) having individual therapeutically oriented activities but have not achieved 50%.
3. Collect any comments/remarks that people may have, especially with regard to non-compliance of benefits under individual therapy account.
4. Submit.

Paul L. Attenthorpe

- Visit local schools, health centers, and community centers to discuss the importance of oral health and dental care.
- Visit other agencies in the Parish.
- Evening informal interaction with PPD representatives, further government involvement and commitment to dental health.
- Informal interaction with the local health department and ways to address issues being faced by the town of the parish.
- Informal interaction with the local health department and ways to address issues being faced by the town of the parish.
- Capture evening interaction picture by 6:00 P.M.

Day 21

- Capture existing picture at T.A.S.
- Formal meeting with the Panchayat members
 - o Get various subdepartments assigned to the panches by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - o Inspect the karnal register and make the Panchayat members aware about the requirement of monthly meetings as per the Act
 - o Check the digital signatures of Sarpanch/Panchayat Secretary/Administrator
 - o 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:

- o Frontline government functionaries (District/Tehsil level/Anganwadi Workers/ASHAs/ANMs/VLW/PDS stores/representatives of PHE
- PDD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
- Social activists/NGOs
- Prominent citizens/voluntad teachers/Govt employees/ex-servicemen etc.

Case 2. Attention

- Verify that the original donor BCG strain and isolate for Antigen composition
- Initial focus on good responses for Phenotypic Cross
- Limit Data Reported: Necessary for completed PPAV studies
- Investigate the previous BCG tests, and try foundation stone for a few more
- Inspect BCG11447 TC, which eliciting widespread divergent response
- SAKOHI CD
- Investigate the phylotype : any the foundation stone for CMC, that was sports were
- Investigatively foundation stone of any other series which are available

Back to Village 2 (B2V2) - Report

(To be filled up by the Reporting Officer during their two day visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER:

- Name: Prof. Mohsin Mahmood
- Designation: Asst. Professor
- Department/Place of posting: Highest Education / BDC Kham Sahib
- Mobile No.: 9622532646
- Email id: mohsinmahmood@gmail.com
- Home District: Budgam
- Dates of visit: 25/07/2019-26/07/2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Dastakmatara
- Local Government Directory (LGD) code of the Panchayat: 241465
(To be sourced from Rural Development Departmenty DDC)
- Name of CD Block: Solbuzga
- Name of Tehsil: Budgam
- Name of District: Budgam

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 01 one
- No. of hamlets in the Panchayat: 11 Eleven
- No. of households in the Panchayat: 696 (Six hundred & Ninety six)
- Population (approx.) of the Panchayat: 4610 (Four thousand six hundred & Ten)

B2V2/PD&MD/2019

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

S. No.	Department	Designation of the officer/official
1	Rural Development Department	1. A.E.B 2. J.E 3. Forest Supervisor
2	Revenue	1. NAB-TECHNICAL 2. HYDRATION 3. JAWAN
3	RLB	1. J.E 2. CROSS SUPERVISOR
4	PDD	1. J.E 2. INSPECTOR
5	Agriculture	1. A.E.O 2. A.E.A
6	ICDS	1. SUPERVISOR 2. AWWs
7	School EDU.	1. Head Master
8	Health	1. Male Nurse 2. Aasha
9.	Planticulture	1. Horticulture Technician

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Chair is available in the Panchayat: Yes/No
construction: Yes/No
If yes, whether functioning in: Own Building/Other government building/Private building
- If no, whether land is available for construction of the Panchayat Chair: Yes/No
- Whether the BDC office has been established (in case the office works block Panchayat): Yes/Not applicable

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

iv. Facilities available in the Panchayat Raj institutions:

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

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: 01.08.2019

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

Date of last meeting held: 01.08.2019

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

(Officer to inspect the register)

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

v. Bank Account opening and credit of funds

Name of the Scheme	Separate bank account opened	Official signature other than Sarpanch	Funds received	Balances in the account as on date (Rs. in Lakhs)	Whether all bank transactions have been made
14 th Finance Commission	Yes/No ✓	Panchayat Secretary	Yes/No ✓	50,27,714/-	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	None	Yes/No ✓		Yes/No ✓
ICDS (Hypertension)	Yes/No ✓	None	Yes/No ✓		Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	School	Yes/No ✓		Yes/No ✓
Own resources of Panchayat	Yes/No ✓	Panchayat Sarpanch	Yes/No ✓	70/-	Yes/No ✓
Any other Scheme, if yes, indicate name					

(Visiting Officer to personally check the Passbook and enter the above details. He/she will also check that the bank account is in the name of the Panchayat and operated by Sarpanch.)

vi. Whether Panchayat Biodiversity Committee has been constituted: Yes/No ✓

If no, the visiting officer to ensure that the Committee is constituted in his/her presence and confirm: _____

vii. 14th Finance Commission Award

a. Whether 4 year Action Plan 2016-20 has been prepared: Yes/No ✓

b. Whether the detailed estimates for all works have been prepared: Yes/No ✓

c. No. of works for which estimates have been prepared: 10 No. 12.5 % (to total)

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

If no, reason thereof: _____

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

No. of works started: 09 No. (32% 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):

Panchayat Secretary

vi. Integrated Child Development Scheme (ICDS)

a. Is the Panchayat/Sarpanch purchasing nutrition form at Panchayat level for use in the Anganwadi Centres of the Panchayat: Yes/No

If no, reason thereof: _____

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

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

If no, reason thereof: _____

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

If no, reason thereof: _____

There is not any Panchayat committee in the bpl.

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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iv. Mid Day Meal (MCDM) Scheme

a. Whether Panchayat/Sarpanch is purchasing items at Panchayat level for serving Mid Day meal to the schools: Yes/No

If no, reason thereof: _____

exist Panchayat committee does

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

If no, reason thereof: _____

Panchayat is not in funds is provided by the school authorities

c. Whether the record on account of purchase of MCDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No

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

x. MGNREGS

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

b. If yes,

✓ Funds allocated to the Panchayat Rs. 2200000

✓ No. of works approved: 144

✓ No. of works started: 01 (one)

✓ No. of works completed: ML

✓ No. of job Card holders in the Panchayat: 372

✓ No. of man days generated: 126

x. 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: _____

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26. Whether subjects have been assigned by the Sarpanch to the Panch: Yes/No
 If no, whether subjects have been assigned in presence of the village officer: Yes/No
Funds/Non-funds is not given on time
 27. Major challenges being faced by the Panchayat in functioning and execution of works:

a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BOO	RCO	Yes/No	<u>Excellent</u>
VLW	RDO	Yes/No	<u>Excellent</u>
JE	RDO	Yes/No	<u>Excellent</u>
CCPO	Social Welfare	Yes/No	<u>Poor</u>
TSMO	Social Welfare	Yes/No	<u>Poor</u>
Angamand Supervisor	Social Welfare	Yes/No	<u>Good</u>
Headmaster/Principal/ZEO	School Education	Yes/No	<u>Good</u>
IC MDM	School Education	Yes/No	<u>Supply is not available</u>
BMG	Health	Yes/No	<u>Good</u>
Tehsildar/Naib-Tehsildar	Revenue		<u>Excellent</u>
Patwar	Revenue	Yes/No	<u>Excellent</u>
Agriculture Extension Officer	Agriculture	Yes/No	<u>Excellent</u>
Horticulture Extension Officer	Horticulture	Yes/No	<u>Excellent</u>
Village functionaries		Yes/No	<u>Good</u>
Any other			

B2V2/PD&MD/2019

- 30) Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries or other activities: No

31) Non co-operation by officials: Yes/No
 If yes, who: _____ (specify)

32) Non disclosure of funds available/excesses by officials: Yes/No

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

34) Delay in administrative approval by officers: Yes/No

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

35) Officers not sharing details of guidelines/rule of procedures: Yes/No

36) Any other difficulty, give details: _____

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

1. Whether the construction work of playground inaugurated/during the visit of the officer in B2V1 has been completed: Yes/No

If not, likely date of completion: Work has not been started yet

2. Whether any other works started during Back to Village-1 have been completed: Yes/No

Electric Poles have been given by the PDS

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

(1) Improvement of road by no. of lanes (lanes 6, 7)

(2) Construction of lane from road to A.S. Road

(3) Construction of foot bridge of Ashram Mohan

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

If yes, amount released: Rs. 1.70 lakh

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

Likely date of completion: 62 months (date)

B2V2/PD&MD/2019

v. Whether any new work(s) have/has been sanctioned/taken up/completed in the Panchayat after B2V1. (please describe)

Sector/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks
RDD	Lane	completed	Good
RDD	Colrest	completed	
RDD	Colrest	completed	

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

- a) Doctors/Paramedics/other Health staff (Yes/No) ☒ (Yes) ☐ (No)
- b) Teachers/Ret Teachers (Yes/No) ☒ (Yes) ☐ (No)
- c) Anganwari Workers/Helpers (Yes/No) ☒ (Yes) ☐ (No)
- d) RDO staff (Yes/No) ☒ (Yes) ☐ (No)
- e) JE/other engineering staff (Yes/No) ☒ (Yes) ☐ (No)
- f) Agriculture/Horticulture staff (Yes/No) ☒ (Yes) ☐ (No)
- g) Animal Husbandry/Sheep Husbandry staff (Yes/No) ☒ (Yes) ☐ (No)

In case any particular department has shown improvement, please specify

Rural Development Department

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

Any department whose officers/officials has not visited the Panchayat even once since B2V1: PHE

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1: SM by Agriculture

B2V2/PO&MD/2019

vii. Areas of major concerns brought to notice

Major areas of concerns made during B2V1	Department	Resolution of Concerns	Remarks
PHE (under supply)	PHE	yes/no ☒ no	
Electricity supply	PDD	yes/no ☒ no	Wired supply is sought.
Wood supply	Forest	yes/no ☒ no	

viii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Water Supply	PHE	yes/no ☒ no	
Electricity Supply	PDD	yes/no ☒ no	Action needed.
Wood supply	forest	yes/no ☒ no	
Ground	Spots Council	yes/no ☒ no	
Drinking	Sanitation	yes/no ☒ no	

B2V2/PO&MD/2019

3) PLANNING, EXECUTION AND TRAINING:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPPD):

i. Whether the GPPD 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 GPPD for 2019-20 are under implementation. Yes/No

iii. Whether Panchayat-wise designation 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 Office 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 GPPD Portal for preparation of GPPD 2020-21. Yes/No

If no, the visiting officer to ensure that the meeting schedule is framed in further presence and confirm: Further connection is available.

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 ()		2 nd Meeting Date ()	
S. No.	Department	S. No.	Department
1	Rural Development Department Secretary	1	Rural Development Department Supervisor
2	Agriculture AEA	2	Agriculture AEA

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1 st Meeting Date ()		2 nd Meeting Date ()	
S. No.	Department	S. No.	Department
3	Health & Family Welfare Toldani	3	Health & Family Welfare Toldani
4	Public S.S.	4	Public Service S.Park
5		5	
6		6	
7		7	
8		8	

If no, reason thereof: _____

vii. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting. Yes/No

If no, Reason thereof: _____

viii. Whether the GPPD 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.V. to demonstrate the reports to the Visiting Officer)

BZV2PDA&MD/2019

5. Whether the official gate posterboard in the Panchayat during Mission Antyodaya Survey, 2019 are being brought while preparing OPCR plan for 2020-21. Yes/No.
If no, reason thereof: _____

2. SOCIAL AUDIT:

1. Whether the details with regard to the schemes being implemented by the Gram Panchayat are placed before the Gram Sabha on quarterly basis for carrying out audit. Yes/No
If no, reason thereof: _____
2. Is the Social Audit Committee formed in B2V1 conducting social audit. Yes/No
3. Whether the issues (issues) during the audit are being redressed by the department concerned. Yes/No
If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS:

1. Whether the capacity building and training has been imparted to the elected representatives. Yes/No
If yes, provide details: _____

No of Elected Representatives trained	Place of training	Theme of training	No of days
2	1	2	3

2. Quality of training: Poor/Satisfactory/Very Good/Excellent.
3. 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.
4. Whether any digital literacy training has been conducted for Sarpanches. Yes/No
If yes, quality of training: Poor/Average/Good/Excellent.
5. 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)

4. INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

1. Visiting Officer to fill approximate number of beneficiaries covered and approximate number left out

Schemes/Services	Beneficiaries covered (thous.)	Pending (applied but not sanctioned) (thous.)	Provision for redundancy	Fresh applications submitted to visiting officer (thous.)
Scholarship for SC/ST/BC students				
Scholarship for Minority students				
Pension - Old Age				
Pension - Widow				
Pension - Disability				
PM Kisan NIDH	540	340	Improvement	
Ayushman Bharat	2	2	X	2
PM Jeevan Jyoti Bala Yojana	1	1	X	X
PM Surashra Bala Yojana	2	2	1	2
PM Awas Yojana - Gramin	2	1	1	2
State Marriage Assistance Scheme	2	2	2	2

Scheme/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)	Fresh applications submitted to existing officer (Nos.)
NREGA Job Card	352	N/L	X	N/L
Last Ball	05	N/L	X	X
Direct Bharat Mission - Individual Household Toilet	226	181	Funds not available	
PM Ujjwala Yojana	X	X	X	X
Ujala	X	X	X	X
Jamihan Account	X	X	X	X
PM Matri Vandana Yojana	X	X	X	X

* The visiting officer to ensure 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

Scheme/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	05	New houses	05
Electricity connection	05	New houses	05

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

II. DOUBLING FARMERS INCOME

1. IRRIGATION

i. Topography of the Panchayat: Some High and Some Low

ii. Major sources of irrigation: Canal/Tube Well and Pond/Well

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

iv. Are there any un-irrigated irrigation sources in the Panchayat: Yes

v. If yes, please specify (Canal/Tube Well/Well/Pond/Well/Other water body): Lake (tick as many as needed)

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

vii. If yes, please specify: Lake Water can be conserved.

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

ix. No. of farmers who use drip/sprinkler irrigation in the Panchayat: X

x. Any suggestions to improve irrigation facilities in the Panchayat: Water canals should be properly developed & channel.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using high yielding variety seeds (Approx. %age): 40

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 KCC Credit Card 365 (None)
- No. of farmers who have availed loan facility through KCC during 2019 27 None
- No. of farmers who applied for KCC Loan but not processed so far (None) None
- Problems being faced by farmers in availing KCC loan (tick whatever relevant)
 - Default processes and procedures
 - Delay by concerned Deptt.
 - Delay by bank concerned
 - Any other problem, please specify: Delay by the bank.

4. MARKETING INTERVENTIONS:

- How is agricultural/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi) un-organised
 - Through un-organized market
 - Any other, please specify: _____
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing: Business units for marketing should be opened.
- Any other suggestions for bringing improvements in the marketing of surplus agricultural/horticulture produce: Business units should be linked with the big markets

5. DIVERSIFICATION TO HIGH VALUE CROPPING:

- To them any supplementary for diversification towards high value crops/units in the Participating Villages
- If yes, please specify:

Sr. No.	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
01	Poultry	56%	
02	vegetable	70%	
03	Urban-High Density	56%	

6. INCREASING LIVESTOCK PRODUCTION:

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

- Status of households/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new units: None of the units are set up

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	30	120
2	Dairy units	05	200
3	Sheep Units	00	30
4	Fish Ponds	01	01

8. Suggestions for ensuring more household members to work: few units should be provided to the home holds
7. List 5 suggestions in order of priority which can help to increasing income of farm/household:

1. High yield varieties should be provided.
2. Business units should be made.
3. Storage of vegetables should be provided
4. Provide more Machinery items
5. Feeding of irrigation canals.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

1. Whether Aadhaar card has been provided to all people in the Panchayat: Yes/No NA
If no, the number of people in the Panchayat yet to get Aadhaar card: NA
2. Overall satisfaction level of the people about the ration shops:
Prefer Satisfaction/Good/Excellent
- Major problems/complaints with regard to ration shops:
- a) Irregular queuing: Yes/No Yes/No
 - b) Inadequate stock: Yes/No Yes/No
 - c) Overcharging: Yes/No Yes/No
 - d) Rude behaviour of store owner: Yes/No Yes/No
 - e) Long distance to be covered to reach the store: Yes/No Yes/No
 - f) Non-display of rates: Yes/No Yes/No
 - g) POS machine not working: Yes/No Yes/No

- h) any other: Food Supply is insufficient.
9. Number of PDS registered in last 3 months: Insufficient (in availability)
- a) Are people generally satisfied by response of PDS to complaints: Yes/No Yes/No
If yes, copy of PDS given to people: Yes/No Yes/No
- c) Are people satisfied about the current security situation in Panchayat: Yes/No Yes/No
- d) Any suggestions: Police should be made available.
10. Public perception:
- a. Are departmental staff available: Poor/Good/Very Good/Excellent
 - b. Are departmental staff responsive: Poor/Good/Very Good/Excellent
11. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries:

Department	Average time taken	Remarks/details, if any
Revenue	• Within 1 month • More than 1 month • Never	Income certificates are not given to the students in the Taxist Office The Deptt. is totally irresponsible as far as the students & PHE Persons are concerned.
Social welfare	• Within 1 month • More than 1 month • Never	Un-Satisfactory with the Deptt.
Police Station	• Within 1 month • More than 1 month • Never	Not Satisfactory but some help should be provided to the Deptt.
PHE	• Within 1 month • More than 1 month • Never	Not Satisfactory but some help should be provided to the Deptt.

RDD	• Within 1 month • More than 1 month • Never	Un-scheduled Postcards!
Any other BDT	• Within 1 month • More than 1 month • Never	Loan facilities should be provided to all the other cards even if their post are employees.

vi. Any specific observation or complaint regarding any particular department?
 All the facilities regarding Self employment should be provided to all the employees by the EDT & DIC.

vi) OTHERS:

i. Whether land has been identified within Panchayat for collection and disposal of plastic waste. Yes/No ☒ Yes

ii. Whether Panchayat Plastic Collection and Disposal plan is ready. Yes/No ☒ Yes

(Visiting officer to collect a copy of the Plan)

iii. Number of children in the age group of 4-14 years in the Panchayat. 232

iv. Number of children in the age group of 4-14 years enrolled in the schools. 156

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

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 ☒ Yes

1.) GENERAL ASSESSMENT OF THE VISITING OFFICER.

1	Urgent public requirements in order of priority (Max. 07)
1	Development of Playground.
2	Animal Husbandary/Swap Husbandary units & Pusthane Khana to be established.
3	A Variety no. of Electric Poles are required!
4	Auto-Motifed Teller Machine (ATM) should be installed on priority basis!
5	Improvement of Road from "Saini" to "NARAIL" (link Road) via Band.
5	Transport facility to be addressed.
1	Connection of "Dahanuwa" feeder to "Saini" station.
ii	Any major complaint brought to notice of the Visiting Officer:
→	No Compensation has been given to the land owners on account of Breeding of flood channels/canals.
→	Compensation was not given to the flood victims of 2014.

III Overall perception of functioning of the government:

The role of all the govt. functionaries is Satisfactory but a lot of work is to be done on ground levels especially in PDD, PHE & R&B DEPTHS.

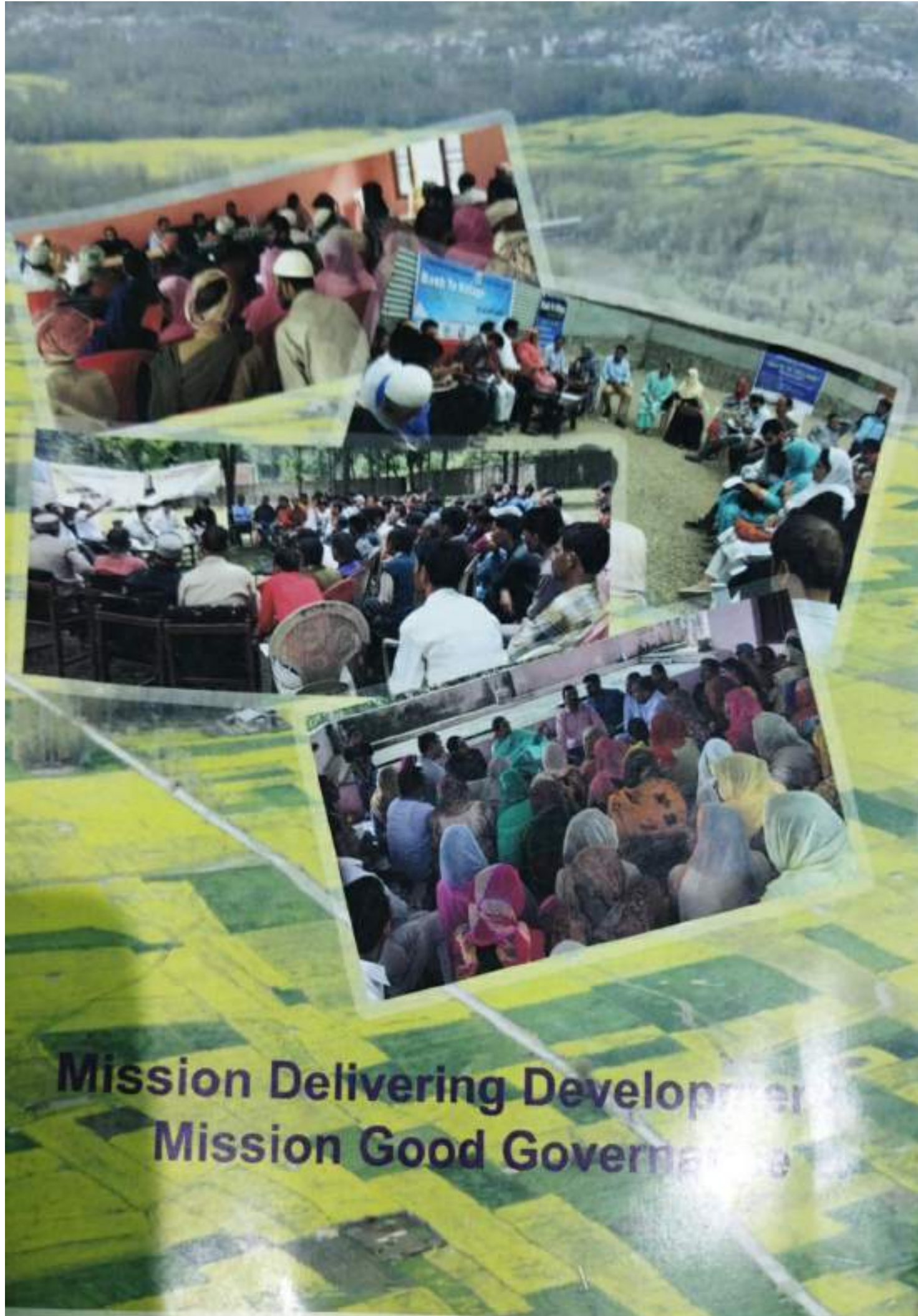
IV Overall assessment of visit and suggestions:

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

RDD is the best performing department especially field functionaries like (MGNREGS) supporting staff. "MGNREGS" employees are working hard but are still paid meager wages. I recommend the absorption of these employees in the Rural Development Department.

Signature of the visiting officer

Name Prof. Mohsin Mughal



Mission Delivering Development Mission Good Governance

Government of Jammu & Kashmir