



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

SHAMSABAD

Government of Jammu & Kashmir



**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.

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

iv. Facilities available in the Panchayati Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No ✓	Yes/No ✓	Recently elected BDCs have not taken over the charge.
Computer/printer	Yes/No ✓	Yes/No ✓	
Telephone facility	Yes/No ✓	Yes/No ✓	

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

vi. Whether Infrastructure and Assets Register has been prepared: Yes/No ✓
(Visiting Officer to physically check the register)

If no, Visiting Officer to get the register prepared in his/her presence and confirm: _____

2. FUNCTIONALITY:

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

Date of last meeting held: 05-10-2019

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

Date of last meeting held: 24-06-2019

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

(Officer to inspect the register)

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

Suggested Activity Schedule for the Visiting Officer

Pre and Post Visit Activities

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

Day 1

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

Day 2 Afternoon:

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

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

Day 1 Afternoon:

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

Day 2:

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

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

If no, reason thereof: _____

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

No. of works started: 2 No. (10% to total)

If no, reason thereof: _____

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

1) Sarpanch ☒

2) BDO ☐

3) Others (specify): _____

viii. Integrated Child Development Scheme (ICDS):

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

If no, reason thereof: CDPO has not involved the Sarpanch for the said till date

Also mention if it is being purchased by someone else: CDPO

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

If no, reason thereof: Nutrition is served at Anganwadi Centres

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

If no, reason thereof: _____

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

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

- iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after B2V-1, details thereof:

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/No)	Remarks
14th FC RDD	Imp of Game Khal B/N/Oldham at Shemsabad		
	Imp Game Khal B/N/Oldham different Spills of Shemsabad		

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

- | | |
|---|--|
| a) Doctors/Paramedics/other Health staff | (Yes/No) <input checked="" type="checkbox"/> |
| b) Teachers/ReT Teachers | (Yes/No) <input checked="" type="checkbox"/> |
| c) Anganwari Workers/Helpers | (Yes/No) <input checked="" type="checkbox"/> |
| d) RDD staff | (Yes/No) <input checked="" type="checkbox"/> |
| e) JEs/other engineering staff | (Yes/No) <input checked="" type="checkbox"/> |
| f) Agriculture/Horticulture staff | (Yes/No) <input checked="" type="checkbox"/> |
| g) Animal Husbandry/Sheep Husbandry staff | (Yes/No) <input checked="" type="checkbox"/> |

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

Construction of perfection walls of two irrigation canals

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

Any department whose officers/officials has not visited the Panchayat since B2V1: yes ICOS (supervisor irrigation, Bank)

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

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

S. No.	Department	Designation of the officer/official
1	Agriculture	AEA
2	Health	Medical officer
3	Animal Husbandry	S.A.
4	Revenue	Patwari
5	Youth Service	PEM
6	Handicrafts	craft teacher
7	PDD	M.R.
8	Forest	Forest guard

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 ☒

h) any other: _____

iii. 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	<ul style="list-style-type: none">• Within 1 month• More than 1 month ✓• Never	
Social welfare	<ul style="list-style-type: none">• Within 1 month• More than 1 month ✓• Never	
Police Station	<ul style="list-style-type: none">• Within 1 month ✓• More than 1 month• Never	
PHE	<ul style="list-style-type: none">• Within 1 month ✓• More than 1 month• Never	

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

- i. Name: NAZIR AHMAD PARA
 - ii. Designation: SR. LECTURER
 - iii. Department/place of posting: (EDUCATION) Govt. Hr. Sec. School Balogh
 - iv. Mobile No: 7889553288
 - v. Email id: nazirahmad.nap@gmail.com
 - vi. Home District: BUDGAM
 - vii. Dates of visit: 25/26/27/28/29/30, November 2019
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B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: SHAMSABAD
 - ii. Local Government Directory (LGD) code of the Panchayat: 241358
(To be sourced from Rural Development Department/by DC)
 - iii. Name of CD Block: KHANSAHIB
 - iv. Name of Tehsil: KHANSAHIB
 - v. Name of District: BUDGAM
-

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 01
 - ii. No. of hamlets in the Panchayat: 02
 - iii. No. of households in the Panchayat: 459
 - iv. Population (approx.) of the Panchayat: 2790 (As per 2011 Census)
-

vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Scarcity of drinking water	PHE	Yes/No ✓	Pipe line not replaced and project not installed for supply of water
Nonavailability of Primary School Buildings	Education	Yes/No ✓	Building not provided by the dept.
Defective electric conductors on poles and wires and rough road.	POD & R&B	Yes/No	No steps taken by the departments

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Insufficient supply of drinking water	PHE	Yes/No ✓	Pipe line & services are improved.
Nonavailability of Primary schools	Education	Yes/No ✓	
Faulty & damaged electric system in the G.P.	POD	Yes/No ✓	
Lack of diagnostic facilities and gynecologist in H.C.	Health dept.	Yes/No ✓	
No play fields in the G.P.	Sports dept.	Yes/No ✓	

- Visiting officer to enclose the list of individuals/households who need fresh connections. He/she to also collect any applications and handover at district headquarter.

I) DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi ✓
- Major sources of irrigation: Canal/Khuls/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify): ✓
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient ✓
- Are there any un-tapped irrigation sources in the Panchayat: Yes/No ✓
 ✓ If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body: ✓ (tick as many as needed)
- Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/no ✓
 If yes, please specify: _____
- Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No ✓
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: ✓
- No. of farmers who intend to use drip/sprinkler irrigation: ✓ (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat:

*Construction of Protection walls to the canals,
Desilting of Canals and installation of lifting motor for
irrigation.*

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 90 %age) ✓
- Are adequate HYV seeds available to the farmers: Yes/No ✓
- If no, reasons thereof: Lack of adequate inputs from the department

ix. Mid Day Meal (MDM) Scheme:

- a. Whether Panchayat/Sarpanch is purchasing items at Panchayat level for serving Mid day meal in the schools: Yes/No ✓

If no, reason thereof: It is Headmaster of the school who is purchasing the same & sarpanch not involved till date.

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

If no, reason thereof: It is served in schools by Headmasters.

Also mention if it is being provided by someone else:

Provided by Head of the schools in schools

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

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

x. MGNREGA:

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

- b. If yes,

✓ Funds allocated to the Panchayat: Rs — lakh

✓ No. of works approved: —

✓ No. of works started: —

✓ No of works completed: —

✓ No of Job Card holders in the Panchayat: 218

✓ No. of man days generated: —

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

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

If no, reason thereof: Plan has not been approved till date.

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: 1822gation Dept. (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: 90 (specify number of days)

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

✓ Any other difficulty, give details:

Land owner of PAE reservoir makes
hardly in the regular supply of drinking water at times as he has
not been compensated till date for the 1 canal of land on
which the reservoir is made.

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) 1822gation canal protection walls.

(2) _____

(3) _____

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

If yes, amount released: Rs Five lakh.

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

Likely date of completion: _____ (date)

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

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

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for SC/ST/OBC students	Online schemes not facility			
Scholarship for Minority students	not available			
Pension - Old Age	109	59	Sanction awaited	
Pension - Widow	30	06	—	—
Pension - Disability	33	06		
PM Kissan Nidhi	333	66	Due to error in the Ak-ns etc	
Ayushman Bharat	249	17	Delay from Dept.	
PM Jeevan Jyoti Bima Yojana	✓			
PM Suraksha Bima Yojana	✓			
PM Awas Yojana - Grameen	✓			
State Marriage Assistance Scheme	Survey conducted in 2018-2019 administration approval awaited till date.			

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

- i. Whether the GPDP for the schemes transferred to the Gram Panchayats have been prepared for the year 2019-20: Yes/No

If no, reason thereof: _____

- ii. Whether the schemes and activities approved under GPDP for 2019-20 are under implementation: Yes/No

- iii. Whether Panchayat-wise disaggregation of the resources earmarked for the schemes for 2020-21 has been done by the Sectoral Officers: Yes/No

If no, reason thereof: _____

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

If no, the officer should get it installed and confirm: _____

- v. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GPDP Portal for preparation of GPDP 2020-21: Yes/No

If no, the visiting officer to ensure that the meeting schedule is framed in his/her presence and confirm: Lack of internet facility in the area

- 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	Designation	S. No.	Department	Designation
1	—	—	1	—	—
2	—	—	2	—	—

xii. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No

If no, whether subjects have been assigned in presence of the visiting officer: Yes/No

xiii. Major challenges being faced by the Panchayat in functioning and execution of works:

a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BDO	RDD	Yes/No	
VLW	RDD	Yes/No	
JE	RDD	Yes/No	
CDPO	Social Welfare	Yes/No	
TSWO	Social Welfare	Yes/No	
Anganwadi Supervisor	Social Welfare	Yes/No	Not visiting the centre since B2V as per Anganwadi working statement.
Headmaster/Principal/ZEO	School Education	Yes/No	
I/c MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Naib-Tehsildar	Revenue	No	
Patwari	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	Not visited after the heavy snow fall on 20.1.2019.
Village functionaries		Yes/No	
Any other			

v. Bank Account opening and receipt of funds:

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether at least one transaction has been made
14 th Finance Commission	✓ Yes/No	Secretary Panchayat	Yes/No	2543227	✓ Yes/No
ICDS (Nutrition)	✓ Yes/No	Supervisor ICDS	✓ Yes/No	56000/-	Yes/No
ICDS (Honorarium)	✓ Yes/No	Supervisor ICDS	Yes/No		Yes/No
Mid Day Meals (MDM)	✓ Yes/No	Headmaster	Yes/No	Rs. 217/2	Yes/No
Own resources of Panchayat	Yes/No ✓		Yes/No ✓		Yes/No ✓
Any other Scheme, If yes, indicate name	No	-	-	-	-

(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:

- Whether 4 year Action Plan 2016-20 has been prepared: Yes/No ✓
- Whether the detailed estimates for all works have been prepared: Yes/No ✓
- No. of works for which estimates have been prepared: 15 No. 70%
to total)

iii. Suggestions for encouraging more households/farmers to set-up new units
 Provided Awareness, financial support and proper guidance be made to them with subsidised machinery.

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

1. Proper guidance and introduction of latest technology and high yielding variety.
2. Skill development in different crafts and financial support to encourage crafting.
3. Establishment of sheep, dairy, poultry and fishery units in the G.P.
4. Establishment of different business units in the G.P.
5. Minimising the delayed practice of different depts. in providing guidance, financial support to the farmers.

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: X

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

- x. Whether the critical gaps identified in the Panchayat during Mission Andodays 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 B2V1 conducting social audit: ☒ Yes/No
- iii. Whether the issues raised during the audit are being redressed by the department concerned: ☒ Yes/No
If no, reason thereof: _____

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
02	Budgam	Computer Training	10

- ii. Quality of training: Poor/Satisfactory/Very Good/Excellent.
- iii. Whether any exposure visit within J&K/outside has been conducted: ☒ Yes/No
If yes, Visiting Officer to record the experiences/views of the elected representatives about the visit: Poor/Satisfactory/Very Good/Excellent
- iv. Whether any digital literacy training has been conducted for Sarpanches: ☒ Yes/No
If yes, quality of training: Poor/Average/Good/Excellent.
- v. Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats:
- a. Elected representatives : Poor/Satisfactory/Good/Excellent ☒
- b. General Public ☒ Poor/Satisfactory/Good/Excellent
(Visiting officer to read out the schemes from the pamphlet available)

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3			3		
4			4		
5			5		
6			6		
7			7		
8			8		

If no, reason thereof: The Gram Sabha was not conducted - till date

- 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: Surpach is leading the Gram Sabha

(VLW to demonstrate the reports to the Visiting Officer)

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

- i. Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat: Yes/No

✓ If yes, please specify:

Sr. No	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
01	Neelagi	Red chip and dekeram	
	old walnut	High density	
	pear, peach	High yielding variety	

6. INCREASING LIVESTOCK PRODUCTION:

- i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent
- ii. Status of households/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new units

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	nil	15
2	Dairy units	nil	10
3	Sheep Units	nil	50
4	Fish Ponds	nil	03

I) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Urgent public requirements in order of priority (Max. 07):
1	Proper drinking water supply by replacing the damaged and defective old pipe line.
2	Construction of building for the primary school for the easy schooling of clubed area.
3	Construction of protection wall to the irrigation canal to minimize the water erosion and desilting of irrigation canal.
4	Provision of one Marriage hall in the S.P.
5	Providing diagnostic facilities to the Health Centre of the S.P. and its upgradation to PHC and posting of one gynecologist at a dire need.
6	Replacement of defective and damaged electric wires and poles by new ones and H.T line from Harnala - Shamsabad via main road.
7	Widening of Roads and the improvement of link roads and provision of one waste management plant.
II	Any major complaint brought to notice of the Visiting Officer:
	<ul style="list-style-type: none"> Complaints from every corner of S.P. regarding defective electric wiring and damaged poles Irregular drinking water supply due to leak of joints in the S.P. Poor Sanitation of S.P. Damaged irrigation canals boards without bars S.P. without marriage hall. Lack of playing facility in the S.P. that is without playground.