

- e. No of identified eligible households yet to be covered under PMAY

13. SANITATION

- i. General assessment of the visiting officer about the cleanliness in the Gram Panchayat: Poor/ Satisfactory/ Good
- ii. Availability of Community Sanitary Complexes in Halqa Panchayat: Yes/No
- iii. Whether maintained by public: Yes/No
- iv. Whether all households are having toilet facility: Yes/No
- v. Whether toilet facility is being used by the locals: Yes/No
- vi. Is Open Defecation still prevalent in the Panchayat: Yes/No
- vii. If yes, percentage of Open Defecation: 90 %

Reasons: Due to lack of water

24

- viii. Any facility for Solid Waste Management existing in the Panchayat: Yes/No
- ix. In case the facility of Solid Waste Management is not available, is the Panchayat willing to undertake the activity along with provision of land: Yes/No

14. RURAL DEVELOPMENT AND PRI

MGNREGA

- i. Are job cards available with all eligible households: Yes/No
- ii. When were the job cards last verified: May (Month)
- iii. Are seven registers being maintained and verified: Yes/No
- iv. Has Social Audit Committee been formed in the GP: Yes/No
- v. In case no, was it constituted in the Gram Sabha meeting held in presence of the visiting officer: Yes/No
- vi. Are Community Information Boards being installed on MGNREGA works: Yes/No

Panchayati Raj Institutions:

- i. Whether Gram Sabhas are being conducted regularly. Yes/No ✓
- ii. Whether women/ reserved category members of Gram Sabha do participate in the meetings. Yes/No ✓
- iii. Whether all departmental plans are being prepared in Gram Sabha. Yes/No ✓
- iv. Are the members of the GP aware about the funds received under 14th Finance Commission. Yes/No ✓
(Officer should read out amount in Gram Sabha and explain)

- v. Has 14th FC plan been prepared and approved by the Gram Sabha. Yes/No ✓
- vi. Has Gram Panchayat Development Plan been prepared. Yes/No ✓
- vii. Does Panchayat have a bank account. Yes/No ✓

Balance in the account. Rs. 317569/-

Account operated by Sarpanch/ VLV/ Others (specify) _____

15. PUBLIC DISTRIBUTION SYSTEM FACILITY

- i. Whether PDS outlet available in the GP. Yes/No ✓
- ii. Whether supply of food grains is made available regularly. Yes/No ✓
- iii. Quality of PDS grain: Poor/ Average/ Good/ Very Good ✓
- iv. Whether PHH/ NPHH/ exclusion category list is displayed at the PDS outlet/ Panchayat Ghar. Yes/No ✓
- v. Whether Rate list is displayed at the PDS outlet. Yes/No ✓
- vi. Whether PoS machine installed at PDS outlet. Yes/No ✓
- vii. Coverage of LPG connections under UJJWALA. Partially/ Fully ✓
Refills by UJJWALA users: Once in 1/ 2/ 3/ 4/ 5/ 6/ months (approx) ✓

16. WOMEN AND CHILD DEVELOPMENT:

- i. No. of Anganwadi Centres (AWCs) in the GP. 2 (Nos.)

19. COVERAGE OF PENSION SCHEMES: 70

i. Old Age Pension Scheme:

- a. Are all eligible beneficiaries covered: Yes/ No ✓
Number left out: 55
- b. Beneficiaries receiving pension: Monthly/ Quarterly/ Yearly ✓
- c. Mode of payment: Bank/ Post office/ Postal money order/ Other ✓

ii. Widow Pension Scheme:

- a. Are all eligible beneficiaries covered: Yes/ No ✓
Number left out: 27
- b. Beneficiaries receiving pension: Monthly/ Quarterly/ Yearly ✓
- c. Mode of payment: Bank/ Post office/ Postal money order/ Other ✓

iii. Disability Pension Scheme:

- a. Are all eligible beneficiaries covered: Yes/ No ✓
Number left out: 6
- b. Beneficiaries receiving pension: Monthly/ Quarterly/ Yearly ✓
- c. Mode of payment: Bank/ Post office/ Postal money order/ Other ✓

iv. Is the list of beneficiaries being shared with Gram Panchayat/ Gram Sabha: Yes/ No ✓

20. OTHERS:

- i. Whether Community Hall is available in GP: Yes/ No / under construction ✓
- ii. Whether Panchayat Ghar is available in GP: Yes/ No / under construction ✓
If no, is land available for construction of the Panchayat Ghar: Yes/ No
- iii. Whether internet facility has been provided in the Panchayat Ghar: Yes/ No ✓
- iv. Whether electricity has been provided in the Panchayat Ghar: Yes/ No ✓
- v. Is there any heritage building in the GP (Plz specify): NO



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 4463 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 Panchayats 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)

Panchayat → Khaddi
Block → Bt

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/colorful 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 other matters given various demands, facts and statistics.
- iii. Before undertaking the visit, officer must familiarize himself with important schemes especially flagship schemes, rural income focused programmes and individual beneficiary oriented programmes e.g. PM Kisan, Dairy Entrepreneurship Development Scheme and Backward Poultry Scheme, Pension Schemes etc. Officer must also be familiar with 14th FC, MDM and ICDS (rural component).
- iv. During his visit the officer shall participate in the Gram Sabha under the District Panchayat Development Plan (DPDP) and also ensure the constitution of various committees including Panchayat Socio-economy 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 same in the Gram Sabha. He will ensure that teelting 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 officers 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.

2 B2V3 Activities/Achievements

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.

e code 297
code 804

✓ 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.

o Check the purchase record register for MDM and ICDS. ~ supply by 2015

o Distribute the information flyers on Individual Beneficiary Based Schemes.

g. o 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.

g. ✓ Get the Panchayat Biodiversity Committees constituted if not already constituted through a Panchayat (not Gram Sabha) resolution. The format for the resolution will be made available by the district administration.

✓ Check Panchayat Asset register and Infrastructure register. If the same is not available, the officer will get it prepared.

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

- 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 pooled 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 PFI 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 villages/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 punches by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - Inspect the karnal 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 function and development works.
- Formal interaction with:
 - Frontline government functionaries. (Dedict/Teacher/Police/Anganwad Workers/ASHAs/ANMs/VLW/PDS storekeepers/representatives of PHE, PDD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
 - Social activists/NGOs.
 - Prominent citizens/retired teachers/Govt. employees/ex-servicemen etc.

Panchayat - K.L. 11

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 B2V/14th FC works/Languishing work/other developmental projects taken up.
- ✓ Inaugurate the playground; lay the foundation stone for CSC sports event.
- Inaugurate/lay foundation stone of any other works which are available.

Work No

- 1) Jeevan Kumar
- 2) Kaula Devi
- 3) Issa
- 4) Saim Mohd
- 5) Suniti Devi
- 6) Sobhi Ram
- 7) Parmeen Ram

Pancher

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: ANIL KUMAR CHHIBBER
- ii. Designation: MANAGER - CUM - CHEMIST
- iii. Department/Place of posting: HORTICULTURE / KATHUA.
- iv. Mobile No: 9419139991
- v. Email id: Anilchhibber32@rediffmail.com.
- vi. Home District: Jammu
- vii. Dates of visit: 25/26/27/28/29/30, November 2010

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: Khaddi
- ii. Local Government Directory (LGD) code of the Panchayat: 240804
(To be sourced from Rural Development Department by DC)
- iii. Name of CD Block: Bhoond (C970)
- iv. Name of Tehsil: Baroti
- v. Name of District: Kathua

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 1
- ii. No. of hamlets in the Panchayat: 10
- iii. No. of households in the Panchayat: 205
- iv. Population (approx.) of the Panchayat: 1365

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

S. No.	Department	Designation of the officer/official
1	Agriculture	AEA
2	Animal Husbandry	S.A Trained
3	Education	Master
4	P.D.D.	Meter Reader
5	Health	FMPHW (NHM)
6	PHE	Daily winger
7	PWD	F.M
8	ICDS	Anganwadi worker
9	Police	SGCT, SGT, T.
10	Rural development	G.R.S.

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

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

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

iv. Facilities available in the 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	

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: Register prepared

2. FUNCTIONALITY:

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

Date of last meeting held: 22-10-2019

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

Date of last meeting held: 19-11-2019

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

(Officer to inspect the register)

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

Not activated

B2V2/PD&MD/2019

2000

0127-769X/M02/0781-0

- xi. 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

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

- a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BOO	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 ✓	
Headmaster/Principal/ZEO	School Education	Yes/No ✓	
IC/MDM	School Education	Yes/No ✓	
BMO	Health	Yes/No ✓	
Tehsildar/Naib-Tehsildar	Revenue	Y ✓	
Patwar	Revenue	Yes/No ✓	
Agriculture Extension Official	Agriculture	Yes/No ✓	
Horticulture Extension Official	Horticulture	Yes/No ✓	
Village functionaries		Yes/No ✓	
Any other			

Panchayat -> Khaddi
Block -> Bheem

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: _____ (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: _____

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: no inauguration done in B2V1 (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) _____

(2) _____

(3) _____

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

If yes, amount released: Rs. _____ lakh

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

Likely date of completion: _____ (date)

- 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:
Rural Development	1. Maintenance of Play field at D. M. Khadi	No	
	2. Cleaning & Paving of public road to lower Khadi.	No	
	3. B/Path Jagdeo House to Sadha Ram House	No	
	4. B/Path Kataria to Kudma	No	

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

- | | |
|---|--|
| a) Doctors/Paramedics/other Health staff | (Yes/No) ☒ |
| b) Teachers/RtT Teachers | (Yes/No) ☒ |
| c) Anganwadi Workers/Helpers | (Yes/No) ☒ |
| d) RDD-staff | (Yes/No) ☒ |
| e) JE/s/other engineering staff | (Yes/No) ☒ |
| f) Agriculture/Horticulture staff | (Yes/No) ☒ |
| g) Animal Husbandry/Sheep Husbandry staff | (Yes/No) ☒ |

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

Any department whose staff is absent most of the time _____

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

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1 _____

Panchayat → Khaddi
Block → Bhauri

v. Areas of major complaints brought to notice

N/A

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
		Yes/No	
		Yes/No	
		Yes/No	

vi. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
No road connectivity within Hamlet in G.P.	P.W.D. R.D.D.	Yes/No ✓	
Irregular Power Supply	P.D.D.	Yes/No ✓	
Widows Pension Old age Pension	Social welfare	Yes/No ✓	
P.H.C. in G.P.	Health	Yes/No ✓	
No High School in vicinity	Education	Yes/No ✓	

G) PLANNING, EXECUTION AND TRAININGS

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: No plan prepared by Gram Sabha till date

- 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: No Board Available

- 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 traced in his/her presence and confirm: Meetings scheduled

- 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	Education	Master	1	R.D.D.	Asst. Secretary GRS
2	Animal Husbandry	S.A. Trained	2	Animal Husbandry	S.A. Trained

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
1	PHE	Daily Neger	3	ICDS	Anganwadi worker
4	RDD	C.R.S	4	Health	Asha worker
5	Health	FMPHW	5	Health	FMPHW
6	ICDS	Anganwadi worker	6		
7			7		
8			8		

If no, reason thereof: _____

- vi. 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: _____

- vii. Whether the GPP 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: _____

(VLW to demonstrate the reports to the Visiting Officer)

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing 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
(a)	Sarpanch 1	Leathina	working of Panchayats	4 days
(b)	Panches 7	Bhoonel	- do -	3 days

- 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)

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

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

Scheme/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	—	29	Lists submitted to ZEO Bhat for sanction	
Scholarship for Minority students	—	—	—	
Pension - Old Age	—	N.A		
Pension - Widow	—	N.A		
Pension - Disability	—	N.A		
PM Kisan Nidhi	104	9	mismatch of data network problem	
Ayushman Bharat	280	70		
PM Jeevan Jyoti Bala Yojana	—	N.A		
PM Suraksha Bala Yojana	—	N.A		
PM Awas Yojana - Gramin	—	53	Left out cases in survey added in Annex + App	
State Marriage Assistance Scheme	—	N.A		

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	96	—		
Ladli Beti	—	—		
Swachh Bharat Mission-Individual Household Toilets	71	39	People not cooperating	
PM Ujjwala Yojana	—	N.A.		
Ujala <i>Sambhaga</i>	19	6	work continuing.	
Jandhan Aashan	—	N.A.		
PM Matsy Vandana Yojana	—	N.A.		

* The visiting officer to prepare scheme-wise list of individual beneficiaries who are interested to avail the benefit under the schemes. He/she to also collect any applications and handover at district headquarter.

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

Schemes/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	No individual water supply connections in whole Panchayat.		
Electricity connection	19	work under progress.	

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

II DOUBLING FARMERS INCOME

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Bar
- Major sources of irrigation: Canal/Khula/Tube well/Ponds/Springs/Other harvesting Tank/Rainfed/Other (please specify): NO Source of irrigation.
- 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/Pond/Any other water body): Saras River flowing (ick as many as needed) nearby & can be tapped.
- 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 drip/sprinkler irrigation: Yes/No
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: Nil
- No. of farmers who intend to use drip/sprinkler irrigation: Nil (Yes)
- Any suggestions to improve irrigation facilities in the Panchayat: Bore wells can be installed.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 70 %age)
- Are adequate HYV seeds available to the farmers: Yes/No
- If no, reasons thereof: _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- i. No. of farmers without Kissan Credit Card 54 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019
7 Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far
Ns Nos.
- iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant):
 - a) Difficult processes and procedures _____
 - b) Delay by concerned Deptt. _____
 - c) Delay by bank concerned _____
 - d) Any other problem, please specify: _____
- v. Suggestions for improving the process of availing loan under KCC

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:

No surplus production.

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)
1		Fruit crops	Pecanutt, Mango, lime etc.

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	—	1
2	Dairy units	20	—
3	Sheep Units	5	—
4	Fish Ponds	—	—

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

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

1. ~~Creating~~ By creating the irrigation infrastructure
2. By adopting to multiple cropping using irrigation source.
3. By planting Horticulture crops like fruits & vegetables.
4. By rearing high yielding sheep & goats.
5. By creating Tourism infrastructure in the area.

8. PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

1. Whether Aadhar card has been provided to all people in the Panchayat: Yes/No

✓ 95% Pro
5% Pend

2. No. the number of people in the Panchayat yet to get Aadhar card: _____

3. Overall satisfaction level of the people about the ration shops: ☒ Satisfactory ☐ Good ☐ Exceeds

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) PDS machines not working | Yes/No |

Panchayat

h) any other: _____

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

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: Satisfactory

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	• Within 1 month ☒ • More than 1 month • Never	
Social welfare	• Within 1 month • More than 1 month ☒ • Never	
Police Station	• Within 1 month ☒ • More than 1 month • Never	
PHE	• Within 1 month ☒ • More than 1 month • Never	

PDD	• Within 1 month ✓ • More than 1 month • Never	
Any other	• Within 1 month • More than 1 month ✓ • Never	Unscheduled power cuts by P.D.D. Department

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

N/A

K) OTHERS:

- Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No
- Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No ✓
(Visiting officer to collect a copy of the Plan)
- Number of children in the age group of 4-14 years in the Panchayat: 127
- Number of children in the age group of 4-14 years enrolled in the schools: 127
- Is there any High/Higer Secondary school with more than 40% girl students: Yes/No ✓
- 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
- Whether RDD has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable
 - ✓ If yes, whether the incinerator is functional: Yes/No

Panchayat → Khaddi
Block → Bhawal

1) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Urgent public requirements in order of priority (Max. 07):
1.	<u>PMGSY</u> , Road from Khaddi to Deoral (ward No. 2) (ward No. 1)
2.	<u>PHE</u> Drinking water not available in ward No. 4, 3, 6. No individual water connections in Pgt.
3.	<u>Education</u> Upgradation of Middle School to High School as children cross Sawa river & go to H.P. High School.
4.	<u>PHE</u> Construction of water collection Tank (canals) at ward No. 6 for collecting natural water which can be supplied for drinking in ward.
5.	<u>R.D.D.</u> Pucca paths to connect all wards of the panchayat.
6.	<u>R.D.D.</u> Cutting of land off 400 mts from Ang Mandar to chinner for connectivity.
7.	<u>PHE</u> Spaza to Kukurit chinner pipe (SHE) not working it should be made functional.
8.	Veterinary centre urgently required in Pgt.
II	Any major complaint brought to notice of the Visiting Officer.
	1. Connectivity of wards. 2. Drinking water problem.

III Overall perception of functioning of the government.

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 urgent requirements along with suggestions have been given in urgent requirements column in previous page. The area is not developing due to connectivity problem, drinking water problem and irrigation problem.

Signature of the visiting officer

Name Anil Kumar Chhibber
Manager cum Chemist
Horticulture Department

Panchayat → Khaddi
Block → Bhoom

F. Duties.

abide by the Constitution & respect its institutions the national flag & anthem.
cherish & follow the noble ideals which inspired struggle for freedom.

uphold & protect the sovereignty, unity & integrity of India.

defend the country & render national service as called upon to do so.

promote harmony & spirit of common brotherhood among all the people of India transcending religious, caste & regional or sectional diversities to remove practices derogatory to the dignity of women
value & preserve the rich heritage of our composite culture.

to protect & improve the natural environment including forest, lakes, rivers, wildlife & to have passion for living creatures
to develop the scientific temper, humanism & the spirit of enquiry & reform.

to safe guard public property & to abjure violence

To strive towards excellence in all spheres of individual & collective activity so that the nation rises to higher levels of endurance & achievement.

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Who is a parent or guardian to provide opportunity for education to his child or as the case may be ward between the age of 6-14 yrs.