



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019



Government of Jammu & Kashmir

Jammu and Kashmir New Vision New Horizon

LIEUTENANT GOVERNOR
JAMMU & KASHMIR



RAJ SHARMA
JAMMU-180001

Message

In June 2018, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both laudatory and revolutionary. A spirit of togetherness at the top and scale had never been attempted before. Leaders met in a state like Jammu & Kashmir with its unique geographical geography, diverse culture and ethos.

Inspired by the vision and the readiness we decided to go ahead with the programme. The success of the programme was not just an expectation. Everywhere the visiting officers were welcomed, food and resources. The officers stayed and worked with visiting officers who, in turn, shared their experiences with the local people. The officers were not just visitors but they were part of the community. The officers spent time with the people living with them, taking the pulse and working together to change the lives of the people. The officers were not just visitors but they were part of the community. The officers spent time with the people living with them, taking the pulse and working together to change the lives of the people. The officers were not just visitors but they were part of the community. The officers spent time with the people living with them, taking the pulse and working together to change the lives of the people.

Encouraged by the success of the first edition of the programme, we have now decided to embark on the second phase. While the first edition of the programme was focused on listening, feedback and assessing needs, the second phase intends to look into the implementation of the programme, ensuring and monitoring the functioning of Panchayat Raj, ensuring that the programme is implemented in a timely manner. The other objective of the second edition of the programme will be to look at the various gaps and dropouts and address them. The programme will also look at the various gaps and dropouts and address them. The programme will also look at the various gaps and dropouts and address them. The programme will also look at the various gaps and dropouts and address them.

I am confident that the second edition of the programme will be successful 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 perform their duties effectively. I am equally sure that the programme will make a significant contribution to the development of the state. The programme will make a significant contribution to the development of the state. The programme will make a significant contribution to the development of the state. The programme will make a significant contribution to the development of the state.


(G. C. Murmu)



B. V. R. Subrahmanyam
IAS

Chief Secretary
Jammu and Kashmir

Message

One of the key elements of good governance is the empowerment of democratic institutions so that people become real partners in decision making. After the successful conduct of Panchayat Elections in 2018, I was privileged to meet with the people for getting their valuable feedback for making the functioning of the democratic institutions as efficient and strengthening rural governance.

With a view to reaching out to every man and woman of Jammu & Kashmir, the Government conceived 'Back to Village' (B2V) programme, the first of its kind in Jammu & Kashmir. The programme which was organised from June 26-27, 2018, across all 483 Panchayats focused on emergency Panchayats, collecting feedback on delivery of government schemes/programmes, assessing specific economic potential and undertaking assessment of needs of the villages. People came out in droves to welcome the visiting officers and expressed the initiative in the government. The initiative was widely acknowledged with Prime Minister, Sh. Narendra Modi mentioning it in 'Mann Ki Baat' on 27 July 2018. The programme was a real success story in overcoming and eradicating malaise often observed in rural Panchayats beyond the rhetoric.

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

As PFR has envisaged development of Panchayats with a sound framework, it is important that the initiative is carried forward to assess the level of empowerment and institutionalisation of the Panchayat Raj Institutions (PRIs) at the grassroots level vis-à-vis the impact of various ongoing programmes and welfare schemes on the rural populace. The feedback so obtained will help the government to take the various central and state government schemes/programmes, if necessary delivery of village-specific services and making the village / habitation centres, self-providing amenities and facilities. I am confident that B2V programme will evolve into an institutionalised, doorstep governance programme, which will help to deliver speedy and better services and development.

I strongly appeal to Panchayat representatives as well as people to come forward to participate and extend their monitoring efforts for strengthening the PRIs.

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

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

BVR

(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 relevant booklets, flyers and analyses.
- iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focused programmes and individual beneficiary oriented programmes: e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. He/she must also be familiar with 14th FC, MGNREGS 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 area officials.

D:\VLE\BAM\02216

- vi. 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 welfare/outreach carried out under various schemes like 14th FC, MGNREGA and other government programmes. In case, there is a long-standing project in the village, the officer should constantly inspect the same and record its progress.
- vii. 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 Kisan, 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 reducing rural distresses and alleviating unmet needs and village industries.
- viii. The visiting officer shall restrain himself from giving or offering any commitment on behalf of the government.
- ix. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensus view emerging from his interactions in the village.
- x. The report of the visiting officer shall be submitted both physically and electronically in the pre-specified format. The officer should examine all work and objectively write things up the same.
- xi. 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 R2V2 booklets and any other inter-applications/queries that may have been handed over to him/her during the visit.

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 filed-in format and other papers before leaving the district.

Day 1

- Arrive in the Panchayat by 10 A.M. (approx. before)
- Attend the Gram Sabha:
 - Read out the charter of Fundamental Duties.
 - Discuss R2V1 report card, critical gap analysis report and obtain feedback on follow up of R2V1 activities.
 - Launch the CPDF booklet in the Gram Sabha.
 - Get the resolution for approval of CPDF and MGNREGA passed in the Gram Sabha.
 - Launch 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 R2V2 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 Biodiversity Committee constituted, if not already constituted through a Panchayat (or 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.

- Collect copy of Panchayat Plastic Collection and Disposal plan.
- Get scheme-wise list of individuals who are covered at accessing individual beneficiary owned 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 owned schemes.
- Get list of households without piped water in strictly connection.

Day 1 Afternoon:

- Visit local schools, health institutions, AICs, government assets, banks, water bodies, tubewell, electric station, important private enterprises.
- Visit other villages in the Panchayat.
- Fanning informal interaction with PML representatives, frontline government functionaries and prominent persons to discuss and deliberate upon the key problems/issues being faced by the locals of the Gram Panchayat and ways to enhance rural incomes and strengthen village-level industries.
- Capture evening interaction picture by 6:00 P.M.

Day 2:

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members
 - Get services subject/portfolios assigned to the parishes by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - Inspect the Janakal 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 Panchayat and discuss the difficulties being faced by the Panchayat in carrying out its functions and development works.
- Formal interaction with:
 - Frontline government functionaries (Dopur/Teacher/Paleo/Amjunaad/Worker/ARI/AC/AN/ML/WFOs, etc.) and representatives of PHE, PWD, Agriculture, Animal Health, Horticulture etc.)
 - Social workers/NGOs.
 - Prominent citizens/volunt teachers/Govt. employees/service men etc.

8/25/2020 10:00:00

Day 2 Afternoon:

- Visit the Panchayat Chair/BDO office and check for furniture/computer.
- Install board of last identification for Panchayat Chair.
- Lead Grah Pratishth Ceremony for completed PMAY houses.
- Inaugurate the previous B2V work and lay foundation stone for a new one.
- Inspect B2V/14th PG work/Langurising with other developmental projects taken up.
- Inaugurate the playground; lay the foundation stone for CSC, start any sports event.
- Inaugurate/lay foundation stone of any other works which are available.

8/25/2020 10:00:00

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

- Name: RANAT RENUK
- Designation: Agriculture Development Officer
- Department/Place of posting: Agriculture / RENUK
- Mobile No: 976079146
- E-mail ID: anjaleswarat@gmail.com
- Home District: DODA
- Date of visit: 20/06/2020-01/07/2020, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT

- Name of the Panchayat: Bela Patti
- Local Government Directory (LGD) code of the Panchayat: 2395N
(To be assigned from Rural Development Documentation (DD))
- Name of CD Block: CHENBA
- Name of Taluk: BHALLARA (GANDHAM)
- Name of District: DODA

C) PANCHAYAT PROFILE

- No. of revenue villages in the Panchayat: 03 (Bela Patti, Patti, etc.)
- No. of hamlets in the Panchayat: 07
- No. of households in the Panchayat: 435
- Population (Census) of the Panchayat: 3334

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

S. No.	Department	Designation of the officer/official
1	Health Department	Mr. Renuk Singh Sharma
2	Forest Dept.	Mr. Renuk Singh Forest guard
3	ICDS	Mr. Renuk Singh Anganwadi worker
4	ICDS	Mr. Renuk Singh Anganwadi worker
5	Dr. Renuk Singh PHE Dept.	Dr. Renuk Singh PHE Dept.
6	Health Dept.	Dr. Renuk Singh PHE Dept.
7	Animal Husbandry Dept.	Mr. Renuk Singh PHE Dept.
8	Home Science Dept.	Dr. Renuk Singh PHE Dept.
9	Joint PHE Dept.	Dr. Renuk Singh PHE Dept.

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 BOC office has been established (in case the office under Block Panchayat): Yes/No/Not applicable

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	
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: N/A

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: Get the register prepared by up to

3. FUNCTIONALITY:

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

Date of last meeting held: 25-10-2018

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

Date of last meeting held: 21-11-2018

iii. Whether the Karta 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 in the name of Panchayat

Name of the Scheme	Separate Bank account opened	Official Signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in Lakhs)	Whether of last one transaction has been made
14 th Finance Commission	Yes/No	Secretary Panchayat	Yes/No	94.01	Yes/No
ICDS (Function)	Yes/No	Supervisor	Yes/No	N/A	Yes/No
ICDS (Honourarium)	Yes/No	Supervisor	Yes/No	N/A	Yes/No
Mid Day Meals (MDM)	Yes/No	Head Cook	Yes/No	N/A	Yes/No
Own resources of Panchayat	Yes/No	Secretary	Yes/No	N/A	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: Constituted in my presence

vii. 14th Finance Commission Award

a. Whether 4 year Action Plan 2015-20 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: 13 No. of % to total

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

If no, reason thereof: _____

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

No. of works started: 06 No. 5% to total

If no, reason thereof: _____

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

- 1) Sarpanch (✓)
2) MDO ()
3) Others (specify): _____

vi. Integrated Child Development Scheme (ICDS):

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

If no, reason thereof: Order has been placed for purchase of nutrition

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

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 AMWasholeys directly at Panchayat level: Yes/No

If no, reason thereof: Order has not yet been placed for purchase of nutrition
Only students of Anganwadi Centre have been provided with nutrition

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 signature of the Sarpanch in the same)

ix. Mid Day Meal (MDM) Scheme

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

If no, reason thereof: Order has not yet been placed for purchase of nutrition

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

If no, reason thereof: Order has not yet been placed for purchase of nutrition

Also mention if it is being provided by someone else: Mid day meal is provided to school children through Mid day meal scheme

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

(Visiting Officer to check the register and verify the signature of the Sarpanch in the same) Record is maintained by School Committee for MDM.

x. MGNREGS:

a. Whether MGNREGS Plan 2018-20 has been approved: Yes/No

b. If yes,

✓ Funds allocated to the Panchayat: Rs. 14 lakh

✓ No. of works approved: 10

✓ No. of works started: 11

✓ No. of works completed: 01 (Longrigg Road - 2018)

✓ No. of Job Card holders in the Panchayat: 381

✓ No. of man days generated: 6000 Man-days

c. 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: Order has not yet been placed for purchase of nutrition

- iii. Whether subjects have been assigned by the Sarpanch in the Panchat: Yes/No ✓
If no, whether subjects have been assigned in presence of the visiting officer: Yes/No

- iv. 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
SDO	RDO	Yes/No	
VJW	RDO	Yes/No	
JE	RDO	Yes/No	
DDPO	Social Welfare	Yes/No	
TSWG	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/Deo-Lekhakar	Revenue	Yes/No	
Patwar	Revenue	Yes/No	
Agriculture Extension Officer	Agriculture	Yes/No	
Horticulture Extension Officer	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other			

- b). Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries/any other schemes:

- ✓ For co-operation by officials: Yes/No

If yes, who _____ (specify)

- ✓ Non disclosure of funds and/or 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 _____ (specify number of days)

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

- ✓ Any other difficulty, give details: Ambulance facility urgently needed and requirement of repairing

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 A/A

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) water pumpwork one month approx

(2) _____

(3) _____

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

If yes, amount released: Rs. 2.10 lacs

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

Likely date of completion: End of Dec (2019) - 2020

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

Sector/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks:
RDD	Work near road school location	NO	Disputed
RDS	Work near school spring	YES	Disputed
RDD	Work at village near end of rd. road	NO	—
RDD	Protection work at Municipal Panchayat	NO	—
RDD	Work near school May 2018	NO	—

- v. Whether any improvement in attendance of following Government Functionaries has been noticed after BZV1

- a. Doctors/Paramedical/Health staff (Yes/No) Yes/No
- b. Teachers/PST Teachers (Yes/No) Yes/No
- c. Anganwadi Workers/Aides (Yes/No) Yes/No
- d. RDD staff (Yes/No) Yes/No
- e. Electric Engineering staff (Yes/No) Yes/No
- f. Agriculture/Extension 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:

RDD

Any department whose staff is absent most of the time Health & Social Welfare Dept.

Any department whose officers/office has not visited the Panchayat even once since BZV1 Social Welfare

Any department which has organized any event or camp or tour of service officer at the Panchayat since BZV1 Health Dept. - only one camp

- vi. Areas of major complaints brought to notice:

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
Public Area	Pub	Yes/No <u>Yes</u>	Work done with Government Dept.
Attaching Electric work in town - availability of electric supply	RDD	Yes/No <u>Yes</u>	Work done with Government Dept.
—	—	Yes/No <u>Yes</u>	—

- vii. Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Absence of Health Sub-Centre (Dispensary)	Health	Yes/No <u>Yes</u>	—
Dilapidated Condition of road from village to school	Pub. W.	Yes/No <u>Yes</u>	—
Shortage of Drinking water from village to school & water pipeline	Pub.	Yes/No <u>Yes</u>	—
Provision of 3 Community hall not available	RDD	Yes/No <u>Yes</u>	—
High rates of forest labor wages	Forest	Yes/No <u>Yes</u>	—

B) 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 Sectional Officers: Yes/No

If no, reason thereof: Due to delay in the release of the funds.

- 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 meeting officer to ensure that the meeting schedule is framed in higher precedence and confirm: _____

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

If yes, provide details of participation of frontline workers (Sole, Surpanch) in the last two meetings:

1 st Meeting Date (31-12-2019)			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
1	Shrimp Husbandry	Haji Abdul Samad	1		
2	Animal Husbandry	Shree Ashwini Kumar	2		

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Agriculture	Subash Chandra	3		
4	Soil Conservation	Tejendra Kumar	4		
5	PHE	Tarun Kumar	5		
6	Hydro Power	Shree Kumar	6		
7	IT	Shree Kumar	7		
8	Forest	Shree Kumar	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 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: Due to non-availability of internet (VLE is downloading the reports to the Meeting Officer)

- c. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2018 are being bridged while preparing GPCR 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 Panchayat are placed before the Gram Sabha on quarterly basis for carrying out audit: Yes/No.
If no, reason thereof: _____
- ii. Is the Social Audit Committee formed in BVTI conducting social audit: Yes/No
- iii. Whether the issues raised during the audit are being addressed by the department concerned: Yes/No.
If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS:

- i. Whether, the capacity building and training has been provided to the elected representatives: Yes/No.
If yes, provide details:

No. of Elected Representatives trained	Place of training	Theme of training	No. of days
- Sarpanch - Panch	Baroda Govt. office Chajga	Capacity Building - do -	05 02

- ii. Quality of training: Poor/Satisfactory/Very Good/Excellent.
- iii. Whether any exposure visit within JKK/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 provided in Panchayat:
- 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)

10. 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 ECST/OEC students	SC = 35 ST = 05 Total = 40	SC = 45 ST = 30 Total = 75	Submitted to Higher authorities for sanction.	-
Scholarship for minority students	25	51	-	-
Pension - Old Age	16	24	Submitted to Govt. office for sanction.	-
Pension - Widow	11	03	- do -	-
Pension - Disability	21	04	- do -	-
PW Kisan Mats	NIS uploaded	Due to Govt. Connection - sanction pending	-	-
Ayushman Bharat	NIS uploaded	Uploading NIS due to internet problem	-	-
PAN Jansam - 2nd Bitta	NIS	NIS	-	-
PW Suraksha Bitta	NIS	NIS	-	-
PW Kisan Vikas - Insurance	25	49 in Aard. Plan	Due to official sanction - sanction not received	-
Shree Mithunji Amritmala Scheme	-	Approved CSAN	-	-

Schemes/Services	Beneficiaries enrolled (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
MREGS Job Card	343	Nil		
Loak Bani	Don't know + No Dist			
Sukshin Bransi Mission- Individual Household Toilets	52	600 Agriculture Subsidy Vulnerability Index	Due to non- availability of funds	
PM Ujjwala Yojana	106	62	Due to Bank Failure	
Ushu	249	471		
Janashan Account	-	-		
PM Matsya Yojana	24	24	Due to higher prices	

* The visiting officer to enclose 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.

4. 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	Nil		
Electricity connection	Nil		

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

1) DOUBLING FARMERS INCOME

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kand
- Major sources of irrigation: Canal/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/Dam/Lake/Spring/Pond/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 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 (Not)
- Any suggestions to improve irrigation facilities in the Panchayat:

Drinking Water, water shed Management activities
water harvesting measures

2. HIGH YIELDING VARIETY (HYV) SEEDS

- Farmers using High Yielding Variety seeds: (Approx. 65 %)
- Are all required HYV seeds available to the farmers: Yes/No
- If no, reasons thereof: seeds seed Centre not available

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers visited Kisan Credit Card 205 (No.)
- No. of farmers who have availed loan facility through KCC during 2018
03 Nos.
- No. of farmers who applied for KCC loan but not provided so far
10 Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
 - Difficult procedures and processes ☒
 - Delay by concerned Deptt ☐
 - Delay by bank concerned ☒
 - Any other problem, please specify Bank Delay
- Suggestions for improving the process of availing loan under KCC:
 - Process of availing loan has to be made easy
 - Bank should at least provide KCC Card

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi) ☐
 - Through unorganized market ☒ Unorganized 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, Major Surplus should be handled For Surplus without crop attend Collection Centre and animal processing Centre should be opened at Block level and the Intervention Order for this help.
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

Same as above

5. DIVERSIFICATION TO HIGH VALUE CROPPING:

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

Sr. No.	Non-traditional crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
	<u>Maize</u>	<u>Pea, Beans, Cash crops,</u>	
		<u>Mushroom, Spinach,</u>	
		<u>High Density Plantation</u>	

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about safety schemes of Animal/Sheep Husbandry Department: Good/Laboratory/Good/Excellent
- Status of households/farmers engaged with Animal/Sheep Husbandry Schemes and those interested to set-up new units:

Sr. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	<u>Backyard Poultry</u>	<u>150</u>	
2	<u>Dairy units</u>	<u>400</u>	
3	<u>Sheep Units</u>	<u>400</u>	
4	<u>Fish Ponds</u>	<u>-</u>	

4. Suggestions for encouraging more households/farmers to set up new units:

- Assessment Camps on Monthly basis
- Assessment Camps on 6th Scheme

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

1.	Diversification of crops from traditional crops & High yielding crops & cash crops.
2.	Integrated farming
3.	Use of High density Horticulture plants particularly apple and Shaded Walnut
4.	Organic farming and farm Mechanization
5.	Household Culture and Apiculture development

1) PUBLIC GRIEVANCES AND GOOD GOVERNANCE

1. 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: 50

2. 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 behavior of staff member | 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 ✓ |

4) Any other ^{name of crop} Low yield, low yield, low yield of food grain

ii) Number of FIRs registered in last 3 months: 01

- a) Are people generally satisfied by response of Police to complaints? Yes/No
- b) Is copy of FIR given to people? Yes/No Yes, it is given
- c) Are people satisfied about the overall security situation in Panchayat? Yes/No
- d) Any suggestions: _____

iii) Public perception:

- a) Are departmental staff available: Poor/Good/Very Good/Excellent
- b) Are departmental staff responsive: Poor/Good/Very Good/Excellent
- c) Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries:

Department	Average time taken	Remarks/details, if any
Ration	• Within 1 month • More than 1 month ✓ • Never	no Police station available in Panchayat
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	

PUD	• Within 1 month • More than 1 month • Never	
Any other violations	• Within 1 month • More than 1 month • Never	

v. Any specific observation or complaint regarding any particular expenditure is
In case of the above points raised
that from last 10 months there is no work (from time)

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 3-6 years in the Panchayat 325
- Number of children in the age group of 7-12 years attending in the schools 213
- Is there any High/Higher Secondary school with more than 40% girls students. Yes/No
- Whether RDO has provided Sanitary Napkin Lending Machines in any of the above Schools. Yes/No/Not applicable
 - ✓ If yes, details of schools: N/A
 - ✓ If yes, whether the machine is functional. Yes/No
- Whether RDO has provided Sanitary Napkin Incubator in the above Schools. Yes/No/Not applicable
 - ✓ If yes, whether the incubator is functional. Yes/No Yes

L) GENERAL ASSESSMENT OF THE VISITING OFFICER

1	Urgent public requirements in order of priority (Max. 07)
	This is the urgent need of Public Health Officer/ Panchayat. But it is an immediate requirement of Panchayat in Panchayat.
2	Restoration of old water pipeline and need of new water scheme for welfare of Rural Panchayat in Panchayat.
3	There is an urgent need of this.
4	Transport and maintenance of vehicles. But it is not possible to send the Panchayat. The Panchayat Officer should not be in the Panchayat. The Panchayat Officer should not be in the Panchayat. The Panchayat Officer should not be in the Panchayat.
5	Early completion of land acquisition for Govt. of work for Panchayat & Panchayat.
6	Establishment of Health Centre and establishment of High quality School Centre.
7	Panchayat River and Separate Panchayat River for Panchayat & Panchayat. Panchayat River for Panchayat & Panchayat.
8	Any major complaint brought to notice of the Visiting Officer
	People are not satisfied with the working of Panchayat and Local welfare work.

iii	Overall perception of functioning of the government.
	Although every department is trying their best but to deliver the optimum has been lost the security of staff is the major critical gap.
iv	Overall assessment of past and suggestions.
	(The visiting officer to ensure that the overall assessment is recorded in detail along with sensitive suggestions.) The visiting officer observed/recorded that the loss to various programmes can be a huge change in the of several people provided the requirements/facilities recorded by visiting officer be met by govt in priority basis in time & place.


 Signature of the Investigator
 Name Rajesh Kumar
 Joint Post Officer
 Assam (Circle)



**Mission Delivering Development
Mission Good Governance**

Government of Jammu & Kashmir