# Back to Village 2

## B2V2

## *Governance at the Doorstep*

**November 25-30, 2019**

**Government of Jammu & Kashmir**

# Jammu and Kashmir
# New Vision
# New Horizon

*Message*

Lt. Governor

**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 23-27, 2019, across all 4483 Panchayats focussed on energizing Panchayats, collecting feedback on delivery of government schemes/programmes, capturing specific economic potential and undertaking assessment of needs of the villages. People came out in droves to welcome the visiting officers and appreciated the initiative of the government. The initiative was widely acknowledged with Prime Minister Mr. Narendra Modi mentioning it in 'Mann ki Baat' on 28th July 2019. The interface was visible and response so overwhelming and enthusiastic that some officers stayed in their Panchayats beyond the schedule.

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

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

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

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

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

**(B. V. R. Subrahmanyam)**

# General Instructions for the Visiting Officer
## Back to Village 2 (B2V2)

i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.

ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.

iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focussed programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. She/he must also be familiar with 14th FC, MDM and ICDS (nutrition component).

iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GPDP) and also ensure the constitution of various committees including Panchayat Biodiversity Committee.

v. He/she shall hold detailed deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.

vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.

vii. The officer should assess the level of functionality of the Panchayat, infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold detailed meetings with Panchayat members and also officials.

[illegible]

## Suggested Activity Schedule for the Visiting Officer

Pre-visit Pre-field work Activities

- Meeting with the Deputy Commissioner for collection of documents and briefing regarding the visit before going to the Panchayat.
- Scheduling meeting with the Deputy Commissioner and submission of the copy of the Work Booklet and other papers before leaving the district.

Day 1

- Arrival in the Panchayat by 10 AM (official timing).
- Meeting the Gram Sabha
  - Reading the charter of Panchayat Net Online
  - Discuss SDG1 report card, critical gap analysis report and action findings on follow up of SDG1 activities.
  - Unveil the GPDP booklet in the Gram Sabha
  - Get the resolution for approval of GPDP and MGNREGA passed in the Gram Sabha
  - Upload the GPDP PG page available in the Gram Sabha
  - Upload the Gap analysis, GP PG, SDGM, CDS, Gap Processes.
  - Check the provisional expenditure for IGKM and CDS
  - Deposit the performance bank guarantee of Individual Beneficiary Based Schemes
  - PG up-front indicators (i) the SDG linked which require Gram Sabha resolution
  - Submitted generation of convergence proposal which can help increase Mahatma Gandhi National Rural Employment Guarantee Scheme etc.
  - Get the Panchayat Development Committee constituted if not already constituted through a Panchayat Gram Sabha resolution. The format for the resolution will be made available by the district administration
  - Check Punchnaun Asset Register and Infrastructure Register. If the same is not available, the officer will get it prepared

- [illegible]
- [illegible]
- [illegible]
- [illegible]

**Day 1 Afternoon:**

- [illegible]
- [illegible]
- [illegible]
- [illegible]

**Day 2:**

- [illegible]
- [illegible]
  - [illegible]
  - [illegible]
  - [illegible]
  - [illegible]
- [illegible]
  - [illegible]
  - [illegible]
  - [illegible]



**Day 2 Afternoon:**

- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]

## Back to Village 2 (B2V2) – Report

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

### A) DETAILS OF REPORTING OFFICER

i. Name: [illegible]
ii. Designation: [illegible]
iii. Department/Name of posting: [illegible]
iv. Mobile No: 7777320430
v. Gender: [illegible]
vi. Home District: [illegible]
vii. Date of visit: [illegible] November 2022 27/10/22

### B) GENERAL DETAILS OF PANCHAYAT

i. Name of the Panchayat: [illegible]
ii. Local Government Directory (LGD) code of the Panchayat (Enter correct Area Rural Development Department by DC): [illegible]
iii. Name of Block: Chaiga
iv. Name of Tehsil: [illegible] (Formerly)
v. Name of District: [illegible]

### C) PANCHAYAT PROFILE

i. No. of wards (ward) in the Panchayat: 7
ii. No. of Panchs in the Panchayat: 5
iii. No. of households in the Panchayat: 320
iv. Population (approx.) of the Panchayat: 1519



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

| S. No. | Department | Designation of the officer/official |
|---|---|---|
| 1 | [illegible] | [illegible] |
| 2 | Education | [illegible] |
| 3 | Agriculture | [illegible] |
| 4 | [illegible] | [illegible] |
| 5 | [illegible] | [illegible] |
| 6 | [illegible] | [illegible] |
| 7 | [illegible] | [illegible] |
| 8. [illegible] 9. [illegible] | | 10. [illegible] 11. [illegible] |

### E) INSTITUTIONALITY OF THE GRAM PANCHAYAT

i. INFRASTRUCTURE:

a. Whether Panchayat Ghar is available in the Panchayat: [illegible]

If yes, whether functioning in Own building/other government building/Private building:

If no, whether land is available for construction of the Panchayat Ghar/building:

b. Whether the GDC office has been established (in case the office does not have Panchayat Secretary) applicable:

d. If not, whether the building for BDO office has been handed over/to be applicable

e. Facilities available in the Panchayat Representatives

| Facilities available | Panchayat Office | BDO Office | Remarks |
|---|---|---|---|
| Furniture | Yes/No | Yes/No | |
| Computer/printer | Yes/No | Yes/No | |
| Telephone/Mobile | Yes/No | Yes/No | |

f. If GP Panchayat has not been constituted, whether Administrator has been appointed: Yes/No

g. 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: [illegible]

## 2. FUNCTIONALITY:

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

Date of last meeting held: 10-4-2019

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

Date of last meeting held: _____

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

(Officer to inspect the register)

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



v. Bank Account opening and receipt of funds:

| Name of the Scheme | Separate Bank account opened | Officer signatory, other than Sarpanch | Funds received | Balance in the account as on date (Rs. in lakh) | Whether all beneficiary accounts are linked with the bank |
|---|---|---|---|---|---|
| 14th Finance Commission | Yes/No | | Yes/No | [illegible] | Yes/No |
| ECDS (Nutrition) | Yes/No | | Yes/No | | Yes/No |
| ECDS (Immunisation) | Yes/No | | Yes/No | N/A | Yes/No |
| Mid Day Meals (MDM) | Yes/No | | Yes/No | | Yes/No |
| Gram Upgramam of Panchayat | Yes/No | | Yes/No | | Yes/No |
| Any other Scheme, if any, of whole data | | | | | |

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

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

If no, the visiting officer to ensure that the Committee is constituted by Hon'ble Sarpanch and confirm: [illegible]

vii. 14th Finance Commission Award:

a. Whether 4 year Rolling Plan (2019-23) 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: [illegible] (Attach)

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

If no, reason thereof _____

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

No. of works started: ___ (%) No. ___ (%) Completed

If no, reason thereof _____

c. Why is drinking water water not being provided under NP-PC (tick one):

(i) Regional ( )

(ii) RGO ( )

(iii) Other (specify) _____

vii. Rajasthan Child Development Scheme (RCDS)

a. Is the Panchayat/Gram Panchayat functioning regular basis of Panchayat area for use in the Anganwadi Centres of the Panchayat: Yes/No

If no, reason thereof _____

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

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

If no, reason thereof _____

c. Is the Panchayat/Gram Panchayat making payments to AWW/Workers directly in Panchayat area: Yes/No

If no, reason thereof _____

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

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



viii. Mid Day Meal (MDM) Scheme:

a. Whether Panchayat/Gram Panchayat is functioning regular basis of Panchayat area for serving MM cooked food in the schools: Yes/No

If no, reason thereof _____

b. Whether the Panchayat/Gram Panchayat is providing MM fully cooked food to the school children in the Panchayat: Yes/No

If no, reason thereof _____

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

c. Whether the record on account of purchase of MDM items and honoraria for cooks is being maintained at the Panchayat: Yes/No

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

ix. MGNREGA

a. Whether MGNREGA Plan 2018-19 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: ___

✓ No. of man days generated: ___

c. Whether the Annual Plan for funds on account of Gram Rozgaar of the Panchayat is being prepared: Yes/No

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

If no, reason thereof _____

iii. Whether subsidy has been assigned by the Secretariat to the Panchayat (Yes/No)

If no, whether subsidy has 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 |
|---|---|---|---|
| DCO | RDD | (Yes/No) | |
| ADC | 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(GSS) | Female Education | (Yes/No) | |
| PI-REPU | School Education | (Yes/No) | |
| BMO | Health | (Yes/No) | |
| Tehsildar/Naib Tehsildar | Revenue | (Yes/No) | |
| Patwari | Revenue | (Yes/No) | |
| Agriculture Extension Officer | Agriculture | (Yes/No) | |
| Horticulture Extension Officer | Horticulture | (Yes/No) | |
| Village Lambardar | | (Yes/No) | |
| Any other | | | |



v) Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries under various schemes:

✓ Non cooperation by officials (Yes/No)

If yes, who: _____ (Specify)

✓ Non availability of funds under various schemes by officers (Yes/No)

✓ Delay in preparation of estimates for various activities by engineering staff (Yes/No)

✓ Delay in administrative approval by officers (Yes/No)

If yes, how long (list the last five works) (Specify number of days)

✓ Difficulties in showing actual in approximation of beneficiaries (Yes/No)

✓ Any other difficulty, give details: _____

vi) FOLLOW UP OF WORK TO BE DONE (WDT):

1. Whether the construction work of playground/ Anganwadi/School during the year of the office is WDT has been completed (Yes/No)

If no, likely date of completion _____

2. Whether any other work started during Sept to Mirgan 7 have been completed (Yes/No)

If no, list of such works and date by which they are likely to be completed:

(i) _____

(ii) _____

(iii) _____

3. Whether any funds have been received for work identified in WDT (Yes/No)

If yes, amount received Rs. _____ (in)

Whether work identified in WDT have been started (Yes/No)

Likely date of completion: _____ (Date)

| [illegible] | Name of work [illegible] | Whether completed (yes/no) | Remarks |
|---|---|---|---|
| [illegible] | [illegible] | | [illegible] |
| | | | |
| | | | |
| | | | |
| | | | |

- Whether any staff vacancy in the Panchayat after 6/2/11 (state details)

- Whether any improvement in attendance of following Government functionaries has been noticed after 6/2/11

  - District Female Education Health staff (Yes/No)
  - Teachers/ANT Teachers (Yes/No)
  - Anganwadi Workers/Helpers (Yes/No)
  - RGGS staff (Yes/No)
  - Jal Nigam engineering staff (Yes/No)
  - Agriculture Horticulture staff (Yes/No)
  - Animal Husbandry/Dairy Processing staff (Yes/No)

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

- [illegible]

  Any department of mine and is absent since [illegible]

  Any department whose officials/staff has not visited the Panchayat since after 6/2/11 _____

  Any department which has organized any work or camp or [illegible] in the Panchayat since 6/2/11 [illegible]

Signature

- Areas of major complaints brought to notice

| Major area of complaint made during 6/2/11 | Department | Resolution of Complaint | Remarks |
|---|---|---|---|
| [illegible] | [illegible] | [illegible] | [illegible] |
| [illegible] | [illegible] | [illegible] | [illegible] |
| [illegible] | [illegible] | [illegible] | [illegible] |

- Major problems confronting the people

| Major problem highlighted during 6/2/11 | Department | Resolution of problem | Remarks |
|---|---|---|---|
| [illegible] | [illegible] | [illegible] | [illegible] |
| [illegible] | [illegible] | [illegible] | [illegible] |
| [illegible] | [illegible] | [illegible] | [illegible] |
| [illegible] | [illegible] | [illegible] | [illegible] |
| [illegible] | [illegible] | [illegible] | [illegible] |

Signature

## G) PLANNING, EXECUTION AND TRAINING

### 1. GRAM PANCHAYAT DEVELOPMENT PLAN (GPDP)

i. Whether the GPDP for the schemes specified in the Gram Panchayats have been prepared for the year 2020-21 (Yes/No)

If no, reason thereof: _____

ii. Whether the schemes and activities approved under GPDP for 2020-21 are under implementation (Yes/No)

iii. Whether Panchayatwise 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 Boards containing the schemes with allocation for the year 2020-21 has been installed in Panchayat Office or at some prominent place (Yes/No)

If no, the officer responsible is identified as follows: _____

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

If no, the reason for reason that the meeting schedule is framed by Member Panchayat and Sarpanch: _____

vi. Whether the Frontline workers of the subjects transferred to the Gram Panchayats participated actively in the scheduled Gram Sabha meetings (Yes/No)

If yes, please details of participation of frontline workers (Gram Panchayatwise) in the last two meetings:

| 1st Meeting Date ( ) | | | 2nd Meeting Date ( ) | | |
|---|---|---|---|---|---|
| S. No. | Department | Designation | S. No. | Department | Designation |
| 1 | | | 1 | | |
| 2 | | | 2 | | |



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

If no, reason thereof: _____

vii. Whether the Gram Sabha Proceedings are read out in here or 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 GPDP and Facilitator Handbook volume are being uploaded through Plan Portal (Yes/No)

If no, reason thereof: _____

(PRI to demonstrate the reports in the Visiting Officer)

iv. Whether the critical gaps identified in the Panchayat Jurisdiction Survey, 2018 are being addressed while preparing GPDP plan for 2020-21. Yes/No?

If no, reason thereof: _____

## 2. SOCIAL AUDIT:

i. Whether the issues/ gaps related to the activities being implemented by the Gram Panchayats are placed before the Gram Sabha on a monthly basis for carrying out audit. Yes/No.

If no, reason thereof: _____

ii. Is the Social Audit Committee formed & SVR conducting SAGY as per Audit Manual

iii. Whether the issues raised during the audit are being addressed by the department concerned. Yes/No

If no, reason thereof: _____

## 3. CAPACITY BUILDING & TRAINING:

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 |
|---|---|---|---|
| 18 | [illegible] | [illegible] | [illegible] |

ii. Quality of training: Poor/Satisfactory/Good/Excellent

iii. Whether any exposure visit within district/outside has been undertaken. Yes/No

If yes, Voting Officer to record the observations 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 representative and general public about the schemes envisaged in Panchayats:

a. Elected representatives : Poor/Satisfactory/Good/Excellent

b. General Public : Poor/Satisfactory/Good/Excellent

(Voting officer is requested to be informed about the general awareness)



## III. REPORTING MONITORING CRITERIA SCHEMES

i. Voting Officer to fill approximate number of beneficiaries covered and application number received

| Scheme/Services | Beneficiaries covered (Nos.) | Previously (applied but not sanctioned) (Nos.) | Reasons for pendency | Fresh applications submitted to voting officer (Nos.) |
|---|---|---|---|---|
| Subsidies to SC/ST/EBC students | NOT [illegible] | — | — | — |
| Subsidies to minority students | NOT [illegible] | — | — | — |
| Pension - Old Age | [illegible] | [illegible] | [illegible] | [illegible] |
| Pension - Widow | [illegible] | [illegible] | [illegible] | [illegible] |
| Pension - Disable | [illegible] | [illegible] | [illegible] | NIL |
| PM Kisan (NPS) | [illegible] | [illegible] | [illegible] | NIL |
| Ayushman Bharat | [illegible] | NIL | [illegible] | |
| PM Jeevan Jyoti Bima Yojana | NIL | NIL | NIL | NIL |
| PM Suraksha Bima Yojana | NIL | NIL | NIL | NIL |
| PM Awas Yojana - Gramin | [illegible] | [illegible] | NOT [illegible] | NIL |
| State Welfare Pensions Schemes | NIL | [illegible] | [illegible] | NIL |

| Schemes/Services | [illegible] (Nos.) | [illegible] (Nos.) | [illegible] | [illegible] (Nos.) |
|---|---|---|---|---|
| MNREGA Job Card | 343 | Nil | — | — |
| Land Bank | — | ✓ | — | — |
| Swachh Bharat Mission - Individual Household Toilets | 417 | 70 | Lack of Funds | Nil |
| PM Ujjwala Yojana | [illegible] | [illegible] | Lack of Funds | Nil |
| [illegible] | [illegible] | [illegible] | Lack of Funds | Nil |
| [illegible] Account | 60 | Nil | N/A | N/A |
| PM [illegible] Yojana | Nil | [illegible] | Lack of Funds | — |

* The visiting officer [illegible]

8. Visiting Official [illegible]

| Schemes/Services | No. of cases pending | Reasons for pendency | Fresh [illegible] (Nos.) |
|---|---|---|---|
| Piped water connection | 80 | Non availability of [illegible] | Nil |
| Electricity connection | 20 | Administrative approval pending | Nil |

- Visiting officer to [illegible] connections. [illegible]

**B. DOUBLING FARMERS INCOME**

1. IRRIGATION

i. Topography of the Panchayat: [illegible]

ii. Major sources of irrigation: [illegible] (please specify) ___

iii. Status of adequacy of irrigation facility in the Panchayat: [illegible]

iv. [illegible] in the Panchayat: [illegible]

- If yes, please specify [illegible] other water body ___ [illegible]

v. Is there any area which can be developed [illegible] for irrigation purposes: [illegible]

If yes, please specify ___

vi. Whether the Panchayat [illegible]: None

vii. No. of farmers [illegible] in the Panchayat ___ Nil

viii. No. of farmers [illegible] irrigation ___ 30 (Nos.)

ix. Any suggestions to improve irrigation facility of the Panchayat:

___

___

**2. HIGH YIELDING VARIETY (HYV) SEEDS**

i. Farmers using High Yielding Variety Seeds (Nos.): 30 Nos.

ii. Are adequate HYV seeds available in the Panchayat: [illegible]

iii. If no, reasons thereof: Non availability of high yielding seeds [illegible]

5. [illegible] FACILITY AVAILABLE TO THE FARMERS:

1. No. of farmers visited Krishi Vigyan Kendra (nos.) [illegible]
2. No. of farmers who have visited Krishi Vigyan Kendra through KCC during 2019 [illegible] nos.
3. No. of farmers who applied for KCC during last financial year [illegible] nos.
4. Problems being faced by farmers in availing KCC loan (tick whichever relevant)
   a) Difficult procedure and paperwork — Yes
   b) Delay by concerned Staff — Yes
   c) Delay by bank concerned — Yes
   d) Any other (please specify) [illegible]
5. Reasons for declining the grant of Kisan Credit Card [illegible]

6. INSTITUTIONAL INTERVENTION:

1. How do commodity/institutions go about with the farmers (relevant)
   a) Through concerned branch officers — N/A
   b) Through [illegible] — N/A
   c) Any other (please specify) — N/A
2. [illegible] marketing [illegible]

7. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT:

1. Is there any diversification for diversification towards high value crops/fruits in the Panchkula Tehsil?
   ✓ If yes, (please specify)

| Sl. No. | Main constraints faced | Potential for diversification towards the crop/fruit | Remarks (if any) |
|---|---|---|---|
| | | | |
| | | | |
| | | | |

8. INTERFARMING LIVESTOCK PROMOTION:

1. Awareness level of farmers about various schemes of Animal Husbandry Department (Yes/Moderately/Not Satisfactory)
2. Status of [illegible] with Animal Husbandry [illegible]

| S. No. | Source | No. of [illegible] | No. of [illegible] |
|---|---|---|---|
| 1 | Veterinary Facility | | |
| 2 | Dairy units | | |
| 3 | Sheep units | | |
| 4 | Poultry units | | |

[illegible]

[illegible]

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

| |
|---|
| 1. |
| 2. |
| 3. |
| 4. |
| 5. |

## 8) PUBLIC GRIEVANCES AND GOOD GOVERNANCE

i. Whether farmer certificate from provider in any people in the Panchayat Yes/No

If Yes, the number of people in the Panchayat who [illegible] _____

ii. Overall satisfaction level of the people about the [illegible] Panchayat/Block/District Excellent

Major problems/complaints with regard to [illegible]

a) Irregular ration [illegible]

b) Inadequate stock [illegible]

c) Overcharging [illegible]

d) Poor behaviour of [illegible]

e) Long distance to [illegible]

f) Non-display of [illegible]

g) PDS medicine not [illegible]



h) any other _____

i. Number of FIRs registered in last 3 months _____

a) Are female patients satisfied by [illegible] of Police in [illegible]

b) In case of FIR [illegible]

c) Are female [illegible] the overall security situation in Panchayat Yes/No

d) Any suggestions _____

j. Public grievance:

a. Are departmental staff available Yes/No/Very Good/Excellent

b. Are departmental staff responsive Yes/Good/Very Good/Excellent

c. Average time taken for processing of applications/complaints or release of [illegible] in the department's field [illegible]

| Department | Average time taken | Status/Remarks, if any |
|---|---|---|
| Revenue | • Within 1 month<br>• More than 1 month<br>• Never | |
| Social Welfare | • Within 1 month<br>• More than 1 month<br>• Never | |
| Police Station | • Within 1 month<br>• More than 1 month<br>• Never | |
| PHC | • Within 1 month<br>• More than 1 month<br>• Never | |

| | | |
|---|---|---|
| [illegible] | - Within 1 month<br>- More than 1 month<br>- Never | |
| Any other | - Within 1 month<br>- More than 1 month<br>- Never | |

iii. Any specific observance or complaint regarding any particular inspection is

_____

_____

**B) OTHERS:**

i. Whether deed has been manifest either Destroyed for collection and disposal of (MSW) waste: Yes/No

ii. Whether Panchayat Waste Collection and Disposal Unit is really functio[illegible]

(Visiting officer is asking a copy of the DPR)

iii. Number of children in the age group of 6-18 years in the Panchayat _____

iv. Number of children in the age group of 6-14 years enrolled in the schools _____

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

vi. Whether BDO has provided Sanitary Napkin Vending Machines in any of the above Schools: Yes/No/Not applicable

- If yes, number of schools _____
- If yes, whether the Machine is functional: Yes/No

vii. Whether BDO has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable

- If yes, whether the Incinerator is functional: Yes/No



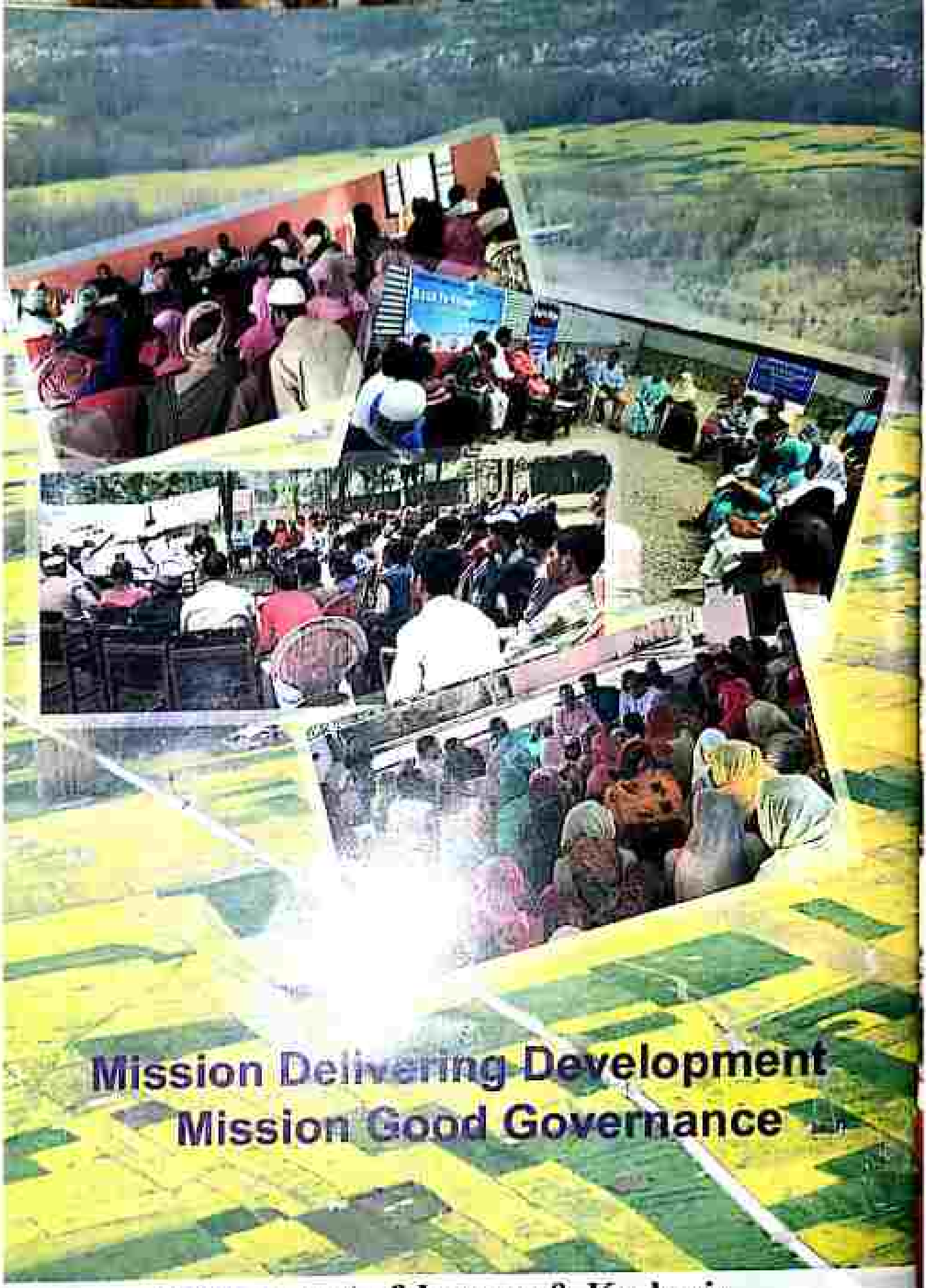
**C) GENERAL ASSESSMENT OF THE VISITING OFFICER:**

| | |
|---|---|
| i | Largest public infrastructure in order of priority (Max. 07) |
| | i. |
| | ii. |
| | iii. |
| | iv. |
| | v. |
| | vi. |
| | vii. |
| ii | Any major complaint brought to notice of the Visiting Officer: |
| | |

| | |
|---|---|
| III | Overall perception of functioning of the government: |
| | |
| IV | Overall assessment of visit and suggestions: <br><br> *(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)* |
| | |

Signature of the visiting officer:

Name:




**Government of Jammu & Kashmir**