

Back to Village 2

B2V2

Kot upper

Governance at the Doorstep

November 28 - 30, 2019

Government of Jammu & Kashmir

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:

- Name: SAT PAL
- Designation: ASSISTANT ENGINEER
- Department/place of posting: CONSTRUCTION DIVISION NO-II, PWD [R&B] JAMMU
- Mobile No: 9419237662
- Email id: satpalae@gmail.com
- Home District: JAMMU
- Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: KOT UPPER
- Local Government Directory (LGD) code of the Panchayat: 240525
(To be sourced from Rural Development Department/by DC)
- Name of CD Block: BHALWAL
- Name of Tehsil: BHALWAL
- Name of District: JAMMU

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 1
- No. of hamlets in the Panchayat: 06
- No. of households in the Panchayat: 542
- Population (approx.) of the Panchayat: 5025

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

S. No.	Department	Designation of the officer/official
1	Rural Development	VLIW
2	PDD	J.E
3	Agriculture	A.E.A.
4	PWD	J.E
5	CAPD	TSO
6	PHE	Inspector
7	Social Welfare	Craft Teacher
8		

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 Panchayati 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: _____

FUNCTIONALITY:

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

Date of last meeting held: 15.11.2019

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

Date of last meeting held: 11.11.2019

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

v. Bank Account opening and receipt of funds:

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No	Panchayat Secretary	Yes/No	25,27,273.34/-	Yes/No
ICDS (Nutrition)	Yes/No	Supervisor	Yes/No	17340/-	Yes/No
ICDS (Honorarium)	Yes/No	Supervisor	Yes/No	194400/-	Yes/No
Mid Day Meals (MDM)	Yes/No	Panch and Incharge Teacher	Yes/No	0.00 19.00 739.00 758.00/-	Yes/No
Own resources of Panchayat	Yes/No		Yes/No	64,108/-	Yes/No
Any other Scheme, If yes, indicate name	-	-	-	-	-

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

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

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

vii. 14th Finance Commission Award:

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

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

c. No. of works for which estimates have been prepared: 16 No. (100% to total)

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

If no, reason thereof: _____

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

No. of works started: 06 No. (38 % to total)

If no, reason thereof: _____

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

1) Sarpanch ☒

2) BDO ☐

3) Others (specify): _____

viii. Integrated Child Development Scheme (ICDS):

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

If no, reason thereof: _____

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 AWWs/Helpers directly at Panchayat level: Yes/No

If no, reason thereof: _____

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

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

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: Purchased MDM Incharge Teacher of School.

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

If no, reason thereof: Teacher provide MDM and Sarpanch supervision the MDM.

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

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

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

x. MGNREGA:

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

b. If yes,

✓ Funds allocated to the Panchayat: Rs 10.75 lakh

✓ No. of works approved: 09

✓ No. of works started: 02

✓ No of works completed: 02

✓ No of Job Card holders in the Panchayat: 180

✓ No. of man days generated: 919

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

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

If no, reason thereof: _____

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

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

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

a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BDO	RDD	Yes/No	
VLW	RDD	Yes/No	
JE	RDD	Yes/No	
CDPO	Social Welfare	Yes/No	
TSWO	Social Welfare	Yes/No	
Anganwadi Supervisor	Social Welfare	Yes/No	
Headmaster/Principal/ZEO	School Education	Yes/No	
I/c MDM	School Education	Yes/No	
BMO	Health	Yes/No	Ayushman Pector available.
Tehsildar/Naib-Tehsildar	Revenue		Not available
Patwari	Revenue	Yes/No	Not available in Gram Sabha.
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	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:

✓ 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 officers: 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: 31.01.2020 (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) Construction of play ground at Kalakam.

(2) _____

(3) _____

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

If yes, amount released: Rs 5.30,000/- lakh.

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

Likely date of completion: 31.01.2020 (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:
RDD	Play ground at Kalakam.		Likely to be completed on 31.01.2020.

- 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/ReT Teachers (Yes/No) ✓
- c) Anganwari Workers/Helpers (Yes/No) ✓
- d) RDD staff (Yes/No) ✓
- e) JEs/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: Revenue.

Any department whose officers/officials has not visited the Panchayat even once since B2V1: No

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

- vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Dumping Site adjoining area of Kot upper Panchayat vill. KALLRI to be shifted.	Municipality	Yes/No ✓	
		Yes/No	
		Yes/No	

- vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Electric Wire and poles in worst condition and need to be replaced.	PDD	Yes/No ✓	
Transport Connectivity internal road of the Panchayat.	PWD	Yes/No ✓	
Requirement of High School at Kalakam village in the Panchayat.	EDU.	Yes/No ✓	
Supply of drinking Water is very limited sources of drinking water tapped.	PHE	Yes/No ✓	
		Yes/No	

- 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: Under Process.

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
12.	CFC Ghaink	Panchayat Raj Act	02 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:

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for SC/ST/OBC students	Sc - 98 ST - 58 OBC - 05	—	—	—
Scholarship for Minority students	—	—	—	—
Pension - Old Age	148	40	—	—
Pension - Widow	18	02	—	—
Pension - Disability	14	02	—	—
PM Kissan Nidhi	239	35	Rectification Name & A/C	—
Ayushman Bharat	—	350	—	—
PM Jeevan Jyoti Bima Yojana	—	—	—	—
PM Suraksha Bima Yojana	—	—	—	—
PM Awas Yojana - Grameen	—	—	—	—
State Marriage Assistance Scheme	—	—	—	—

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	186	—	—	—
Ladli Beti	55	21	—	—
Swachh Bharat Mission—Individual Household Toilets	568 8LS+L08	—	—	—
PM Ujjwala Yojana	—	—	—	—
Ujala	—	—	—	—
Jandhan Account	243	—	—	—
PM Matru Vandana Yojana	31	13	Due to Funds	—

* 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.

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	21	Line overloaded	07
Electricity connection	—	—	—

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

1) DOUBLING FARMERS INCOME:

1. IRRIGATION

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

Installation of irrigation tunnel and upgradation of Ponds.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 75 %age)
- Are adequate HYV seeds available to the farmers: Yes/No ✓
- If no, reasons thereof: _____

iii. Suggestions for encouraging more households/farmers to set-up new units

Self Help groups, Awareness Camps

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

1.	Mixed Cropping in Agriculture.
2.	Dairy farming help to improve income
3.	Diversification of Crops.
4.	Fish farming in the Ponds.
5.	Construct check dam to control soil erosion.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

i. Whether Aadhaar card has been provided to all people in the Panchayat: Yes/No ☒

If no, the number of people in the Panchayat yet to get Aadhaar card: 98

ii. Overall satisfaction level of the people about the ration shops: ☒ Poor/Satisfactory/Good/Excellent

Major problems/complaints with regard to ration shops:

- | | |
|--|--|
| a) Irregular opening: | Yes/No <input checked="" type="checkbox"/> |
| b) Inadequate stock: | Yes/No <input checked="" type="checkbox"/> |
| c) Overcharging: | Yes/No <input checked="" type="checkbox"/> |
| d) Rude behaviour of store owner: | Yes/No <input checked="" type="checkbox"/> |
| e) Long distance to be covered to reach the store: | Yes/No <input checked="" type="checkbox"/> |
| f) Non-display of rates: | Yes/No <input checked="" type="checkbox"/> |
| g) POS machine not working: | Yes/No <input checked="" type="checkbox"/> |

h) any other: No

iii. Number of FIRs registered in last 3 months: _____

a) Are people generally satisfied by response of Police to complaints: Yes/No

b) Is copy of FIR given to people: Yes/No ☒

c) Are people satisfied about the overall security situation in Panchayat: Yes/No

d) Any suggestions: _____

iv. Public perception:

a. Are departmental staff available: Poor/Good/Very Good/Excellent

b. Are departmental staff responsive: Poor/Good/Very Good/Excellent

v. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries:

Department	Average time taken	Remarks/details, if any
Revenue	<ul style="list-style-type: none"> • Within 1 month ✓ More than 1 month • Never 	
Social welfare	<ul style="list-style-type: none"> ✓ Within 1 month • More than 1 month • Never 	
Police Station	<ul style="list-style-type: none"> ✓ Within 1 month • More than 1 month • Never 	
PHE	<ul style="list-style-type: none"> ✓ Within 1 month • More than 1 month • Never 	

PDD	<input checked="" type="checkbox"/> Within 1 month • More than 1 month • Never	
Any other	• Within 1 month • More than 1 month • Never	

vi. Any specific observation or complaint regarding any particular department:
Revenue, Forest and Sheep and Husbandry department.

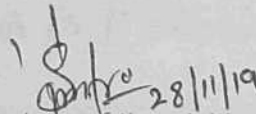
K) OTHERS:

- 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: 236
- Number of children in the age group of 4-14 years enrolled in the schools: 226
- Is there any High/Higher 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

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Urgent public requirements in order of priority (Max. 07):	
	1. Shifting of dumping site of JMC adjoining area of Kot upper Panchayat at village <u>KALARI</u> to some other place.	JMC
	2. Upgradation of Govt Middle School at Kalakam into High school	EDU
	3. Construction of drainage channel at W.No. 1, 7, 4, 3, 8.	RDD
	4. Requirement of Primary Health Centre.	Health
	5. Upgradation of Power supply transform, Power supply wires and poles.	PDD
	6. Requirement of Transport Connectivity in the internal links in the Panchayat. And repair all road with Black Topping.	RDD
	7. Requirement of Anganwadi in Left out Wards.	Social Work
II	Any major complaint brought to notice of the Visiting Officer:	
	Dumping Site by JMC adjoining area of Kot upper Panchayat at village <u>KALARI</u> . According to the people more than 60 vehicles garbage are being dumped in open area which lead to foul smell, stay dogs vultures and other predators. This has become the source of nuisance and health hazard. There is threat of epidemic in this area. People of this Panchayat demands for immediate action in this matter and shifted this dumping site.	

III	Overall perception of functioning of the government:
	All The Govt. department of the Panchayat are working well as per physical and financial resources available with them.
IV	Overall assessment of visit and suggestions:
	(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	KOT UPPER PANCHYAT - People of this Panchayat are yet to be deprived of basic amenities like water, electricity, internal roads and public transport and health facilities. People are demanding for upgradation of Gms at Kalakam into High School. There is demand for primary health centre in this Panchayat. The People of this Panchayat demanding the replacement of electric wire, pole and transformers.


 Signature of the visiting officer
 Name SAT PAL
 ASSISTANT ENGINEER
 CONST. DIVISION NO.-II
 PWD[R&B], JAMMU.