



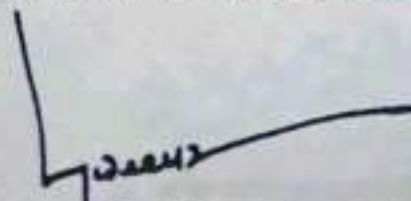
## Message

In June 2019, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both daunting and ambitious - a public outreach of this size and scale had never been attempted before, certainly not in a state like Jammu & Kashmir with its unique problems of geography, climate and law and order.

Undaunted by the skeptics and the naysayers we decided to go ahead with the programme. The response of the programme exceeded our own expectations. Everywhere the visiting officers were welcomed, feted and honoured. The affection and respect with which officers were received across geographies was, for us, a testimony to the innate goodness and hospitality of the common people. The officers spent two days and a night with the people- living with them, eating the same food and learning first hand the challenges and difficulties of their existence. For many it was a unique learning experience- the sweet lore of nature brought home to them the *beauteous forms of things*; for others was a humbling experience as it laid bare to them the dignity which the rural population lives, notwithstanding the myriad challenges of their existence. Such was the enthusiasm generated by the programme that a resident of Shopian District wrote to the Hon'ble Prime Minister about this programme following which the Prime Minister made a mention of it in his *Mann ki Baat* Programme calling it a 'festival of development, public participation and public awareness'.

Encouraged by the success of the first edition of the programme, we have now decided to embark on its second phase. While the first phase of the programme was focussed on collecting feedback and assessing needs, the second phase intends to look more closely at the task of empowering, energising and institutionalizing the functioning of Panchayati Raj Institutions, invariably they will associate Panches/Sarpanches. The other objective of this edition of the programme will be to look at the various flagship programmes and individual beneficiary oriented schemes and learn more about the impediments, grievances which hampers their full implementation and their disposal also be ascertained. The visiting officers would also study agriculture and allied activities in the Panchayats, particularly with the objective of our national goal of doubling farmers' income by 2022.

I am confident that our entire team will once again rise to the occasion 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 discharge their role effectively. I am equally sure that this programme will evolve into an institutionalized, doorstep governance programme which will not only be a genuine, unadulterated ear to the ground but will also cut the infamous red tape and help in delivering development better and faster.



(G. C. Murmu)



Chief Secretary  
Jammu and Kashmir

**B. V. R. Subrahmanyam**  
IAS

## *Message*

One of the key elements of good governance is the empowerment of democratic institutions so that people become real partners in decision making. After the successful conduct of Panchayat Elections in 2018, it was essential to reach out to the people for getting their valuable feedback for making the functioning of the democratic institutions as vibrant and meaningful institutions of governance.

With a view to reaching out to every nook and corner of Jammu & Kashmir, the Government conceived 'Back to Village (B2V) programme,' the first of its kind in Jammu & Kashmir. The programme which was organized from June 20-27, 2019, across all 4483 Panchayats focussed on energizing Panchayats, collecting feedback on delivery of government schemes/programmes, capturing specific economic potential and undertaking assessment of needs of the villages. People came out in droves to welcome the visiting officers and appreciated the initiative of the government. The initiative was widely acknowledged with Prime Minister Mr. Narendra Modi mentioning it in 'Mann ki Baat' on 28<sup>th</sup> 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 14<sup>th</sup> 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.

- a. The visiting officer should try and visit as many local institutions including schools, PNC, Anganwadi Centres etc. as possible. He should also inspect at least some of the works under ongoing/started and under various schemes like 14<sup>th</sup> FC, MDM, ICDS and other government programmes. In case, there is a reporting deficit in the village, the officer should certainly inspect the same and record progress.
- b. In addition to all other activities that the visiting officer will carry out, he/she should be special emphasis on 100% enrolment of school children (age 6-14 years), 100% coverage of PMGSY, Ayushman Bharat and 100% coverage of all temporary welfare 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 emerging traditional enterprises and village education.
- c. The visiting officer shall refrain himself/herself from giving or offering any commission or bribe to the government.
- d. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, no statements should be based on a consensual view emerging from the structure of the village.
- e. The work of the visiting officer shall be submitted both physically and electronically in the prescribed format. The officer should exercise all care and vigilance while filing up the work.
- f. After completing the village visit and before leaving the district, the officer must hold a briefing meeting with the Deputy Commissioner and his/her team and record the SDG issues and any other observations/preventions that may have been taken over a period during the visit.

END OF PAGE

## 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 field visit booklet and other papers before leaving the district.

### Day 1

- Arrive in the Panchayat by 10 A.M. (capture picture)
- Attend the Gram Sabha:
  - Read out the charter of Fundamental Duties.
  - Discuss BSVI report card, critical gap analysis report and obtain feedback on follow up of BSVI activities.
  - Unveil the GDP booklet in the Gram Sabha.
  - Get the resolution for approval of GDP and MONRECA passed in the Gram Sabha.
  - Unveil the 14<sup>th</sup> FC plan booklet in the Gram Sabha.
  - Inspect the four pass books- 14<sup>th</sup> FC, MDM, ICDS, Own Resources.
  - Check the purchase record register for MDM and ICDS.
  - Distribute the information flyers on Individual Beneficiary Based Scheme.
  - Fill up those columns of the SDG 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 (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.

BSVI/PO&MO/2018

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

#### Day 1 Morning

- Visit local schools, health institutions, AWGs, government assets, banks, water supply network, waste station, important private enterprises.
- Visit other villages in the Panchayat.
- During morning interaction with PFI representatives, briefline government programmes and prominent citizens to discuss and deliberate upon the core problems being faced by the locals of the Gram Panchayat and ways to resolve such issues and explore village/cluster initiatives.
- Capture every interaction picture by 3:00 P.M.

#### Day 2

- Capture morning picture at 7 A.M.
- Have meeting with the Panchayat members
  - Give status report on progress assigned to the members by the Sarpanch the week, assigned and get a Panchayat resolution passed for the same.
  - Hold the same meeting and make the Panchayat members aware about the requirements of monthly meetings as per the Act.
  - Check the legal signature of Sarpanch/Panchayat Secretary/Minister.
  - Assess the functioning of Panchayat and discuss the difficulties being faced by the Panchayat in coming up to standards and developmental work.
- Time for interaction with
  - Prominent persons/leadership: District Teacher/Patwar/Village Head/Minister/Local representatives/NGOs, cluster/panchayat representatives of PHE, MCD, PWD, Agriculture, Animal Husbandry, Fisheries etc.
  - Social workers/NGOs.
  - Prominent citizens/entrepreneurs, employees/retirees etc.

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#### Day 2 Afternoon

- Visit the Panchayat Ghar/BDO office and check for functioning computer.
- Inspect board of land identified for Panchayat Ghar.
- Lead Gram Panchayat Ceremony for completed PMAY houses.
- Inaugurate the previous B2V work and lay foundation stone for a new one.
- Inspect B2V/14<sup>th</sup> FC works/Langusting works/other developmental projects taken up.
- Inaugurate the playground, lay the foundation stone for CWC, start new sports event.
- Inaugurate/lay foundation stone of any other works which are available.

B2V2P0&MD0218

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

#### Day 1 Afternoon:

- Visit four schools, health institutions, AWCs, government assets, banks, water supply, telecom, electric station, important private enterprises.
- Identify villages in the Panchayat.
- Having informal interaction with PHE representatives, invite the government representatives and prominent citizens to discuss and deliberate upon the core interventions being taken by the locals of the Gram Panchayat and ways to harness the income and enterprise village/cluster initiatives.
- Close evening interaction session by 6.00 P.M.

#### Day 2:

- Commencing around 7 A.M.
- Formal meeting with the Panchayat members.
  - Discuss agenda/programme proposed to the panchayat by the Sarpanch if not already proposed and get a Panchayat resolution passed for the same.
  - Present the formal agenda and make the Panchayat members aware about the importance of monthly meetings as per the Act.
  - Give the formal signatures of Sarpanch/Panchayat Secretary/Chairman.
  - Assess the functioning of Panchayats and discuss the difficulties being faced by the Panchayat in carrying out its functions and development work.
- Formal introduction:
  - Invite the prominent leaders like (Sarpanch/Teacher/Panchayat Sarpanch/Head of the AWC/AWCs, village representatives of PHE, PDC, PNC, AWCs, Head (Bans, Horticulture etc).
  - Invite all the AWCs.
  - Present the information regarding the programme and objectives etc.

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#### Day 2 Afternoon:

- Visit the Panchayat Chair/BOC office and check for fund/amount.
- Install board at land identified for Panchayat Chair.
- Lead Grah Pravesh Ceremony for completed PMAY houses.
- Inaugurate the previous BZV work and lay foundation stone for a new one.
- Inspect BZV/14" PC work/Landmarking work/other developmental projects taken up.
- Inaugurate the playground, lay the foundation stone for CEC, start the sports event.
- Inaugurate/lay foundation stone of any other work which are available.

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## Back to Village 2 (B2V2) - Report

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

### A) DETAILS OF REPORTING OFFICER:

1. Name: Farooq Ahmad Shah
2. Designation: Deputy
3. Department/Office: School Section Dist. Account. Officer
4. Mobile No: 9144478766
5. Email:
6. Home Office:
7. Date of visit: 20/05/2020 (20/05/2020, November 2019)

### B) EDUCATIONAL DETAILS OF PANCHAYAT:

1. Name of the Panchayat: Wahar
2. Land Government Directory (LGD) code of the Panchayat: 241362  
(To be obtained from Rural Development Department/DC)
3. Name of CD Block: Pirana
4. Name of Taluk: Khan Sahib
5. Name of District: Quetta

### C) PANCHAYAT PROFILE:

1. No. of revenue villages in the Panchayat: (03)
2. No. of hamlets in the Panchayat: (03)
3. No. of households in the Panchayat: 628
4. Population (approx.) of the Panchayat: 41191

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

| S. No. | Department        | Designation of the officer/official |
|--------|-------------------|-------------------------------------|
| 1      | Social welfare    | TALUK officer                       |
| 2      | Sports            | PEP                                 |
| 3      | Forest Vt         | Forester                            |
| 4      | Animal Husbandary | SP                                  |
| 5      | Food Supply       | Store keeper                        |
| 6      | Health Dept       | Medical Officer                     |
| 7      | Agriculture       | AEA                                 |
| 8      | Revenue           | Patwari                             |

### E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

#### 1. INFRASTRUCTURE

- i. Whether Panchayat Ghar is available in the Panchayat: Yes/Under construction
- ii. If yes, whether functioning in: Own building/Other government building/Other building
- iii. If no, whether land is available for construction of the Panchayat Ghar: Yes/No
- iv. Whether the BOC office has been established (in case the office exists under Panchayat): Yes/No/not applicable

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8. If not, whether the building for BDC office has been identified: Yes/No/Not applicable
9. Facilities available in the Panchayat Raj Institutions:

| Facilities available | Panchayat Office | BDC Office | Remarks                                     |
|----------------------|------------------|------------|---|
| Furniture            | Yes/No           | Yes/No     | Not Sufficient                              |
| Computer/printer     | Yes/No           | Yes/No     | Needs to install Not a Computer and printer |
| Telephone facility   | Yes/No           | Yes/No     | Needs to install Telephone                  |

10. If new Panchayat has not been constituted, whether Administrator has been appointed: Yes/No
11. Whether Infrastructure and Assets Register has been prepared: Yes/No  
(Visiting Officer to personally check the register)
12. If no, Visiting Officer to get the register prepared in his/her presence and confirm

## 2. FUNCTIONALITY

1. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes
2. Date of last meeting held: 18-11-2019
3. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No
4. Date of last meeting held: 18-11-2019
5. Whether the Asset register is being maintained by the Panchayat Secretary: Yes
6. Officer to report the register
7. Whether the Gram Sabha members/Panchayat Secretary have digital signature: Yes

## v. Bank Account (current and savings of funds)

| Name of the Scheme                      | Signature Bank account opened | Official signature other than Sarpanch | Funds received | Balance in the account as on date (Rs. in lakhs) | Whether all bank and transactions have been made |
|---|-------------------------------|--|----------------|--|--|
| 14 <sup>th</sup> Finance Commission     | Yes/No                        | Yes/No                                 | Yes/No         | 43.44589   | Yes/No   |
| ICDS (Nutrition)                        | Yes/No                        | Yes/No                                 | Yes/No         | Nil  | Yes/No   |
| ICDS (Horticulture)                     | Yes/No                        | Yes/No                                 | Yes/No         | Nil  | Yes/No   |
| Mid Day Meal (MDM)                      | Yes/No                        | Yes/No                                 | Yes/No         | Nil  | Yes/No   |
| Own resources of Panchayat              | Yes/No                        | Yes/No                                 | Yes/No         | Yes/No   | 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 presence of Visiting Officer
- vii. 14<sup>th</sup> Finance Commission Award
- a. Whether 4 year Action Plan 2018-20 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: 15 No. 1.50 to total



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

If no, reason thereof: \_\_\_\_\_

2. Whether the works have been started: Yes/No ✓

No. of works started: nil No. ( % to total)

If no, reason thereof: Late approval

3. Who is issuing work order for works being executed under 14<sup>th</sup> FC (tick one)

1) Bapenchi ( )

2) BDO ( )

3) Others (specify): Secretary Panchayat

4. Integrated Child Development Scheme (ICDS)

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

If no, reason thereof: Absence of PRI members

Also mention if it is being purchased by someone else: the nutrition items purchased by project officer

b. Is nutrition being provided to Anganwad Centres in the Panchayat: Yes/No ✓

If no, reason thereof: Absence of PRI members

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

If no, reason thereof: Absence of PRI members

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)

BZV2/PDAMD/2019

5. 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: Absence of PRI members

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

If no, reason thereof: Absence of PRI members

Also mention if it is being provided by someone else: Mid-day meal is provided to schools by Z.E. program

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)

6. MGNREGS

a. Whether MGNREGS Plan 2015-20 has been approved: Yes/No ✓

b. If yes,

✓ Funds allocated to the Panchayat Rs 21.51 lakh

✓ No. of works approved: 5 works

✓ No. of works started: nil

✓ No. of works completed: nil

✓ No. of Job Card holders in the Panchayat: 291

✓ No. of man days generated: 825 days

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

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

If no, reason thereof: Absence of PRI members

BZV2/PDAMD/2019

4. Whether subjects have been assigned by the Sarpanch to the Pancha: Yes/No ✓  
 If no, whether subjects have been assigned in presence of the visiting officer: Yes/No ✓ *Due to the absence of Pancha members (vacant)*  
 5. Major challenges being faced by the Panchayat in functioning and execution of work: *Lack of approval and technical sanction.*  
 6. Whether full support and cooperation being provided by:

| Officer                       | Department       | Response | Remarks             |
|-------------------------------|------------------|----------|---------------------|
| SDO                           | RDO              | Yes/No   | <i>Satisfactory</i> |
| DC                            | RDO              | Yes/No   | <i>do</i>           |
| IC                            | RDO              | Yes/No   | <i>do</i>           |
| CEO                           | Social Welfare   | Yes/No   | <i>do</i>           |
| DMO                           | Social Welfare   | Yes/No   | <i>do</i>           |
| Anganwadi Supervisor          | Social Welfare   | Yes/No   | <i>do</i>           |
| Headmaster/Principals         | School Education | Yes/No   | <i>do</i>           |
| Teacher                       | School Education | Yes/No   | <i>do</i>           |
| PHO                           | Health           | Yes/No   | <i>do</i>           |
| Inspector/Police Substation   | Revenue          |          |                     |
| Police                        | Revenue          | Yes/No   | <i>do</i>           |
| Agriculture Extension Officer | Agriculture      | Yes/No   | <i>do</i>           |
| Health Extension Officer      | Health           | Yes/No   | <i>do</i>           |
| Other functionaries           |                  | Yes/No   | <i>do</i>           |
| Any other                     |                  |          |                     |

BZVS/PO&MO/2019

7. Is the Panchayat facing any difficulty in execution of work, identification of beneficiary/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 estimate/technical sanction by engineering staff: Yes/No

✓ Delay in administrative approval by officials: Yes/No

If yes, how long: *2 to 3 days* (Specify number of days)

✓ Officers not sharing details of guidelines/sets of instructions: Yes/No ✓

✓ Any other difficulty, give details: *(Nil)*

#### F) FOLLOW UP OF BACK TO VILLAGE-1 (BZV1)

- i. Whether the construction work of playground inaugurated/started during the visit of the officer in BZV1 has been completed: Yes/No ✓

If not, likely date of completion: *Still pending* (date) *31 March 2020*

- 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 Supply Scheme to be completed within 15 days.*

(2) \_\_\_\_\_

(3) \_\_\_\_\_

- iii. Whether any funds have been released for works identified in BZV1: Yes/No ✓

If yes, amount released: *Rs. 2.52* lakh.

Whether works identified in BZV1 have been started: Yes/No ✓

Likely date of completion: *15 days* (date) *31-12-2019*

BZVS/PO&MO/2019

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

| Sl. No./Department | Name of work sanctioned/taken up | Whether completed (yes/no) | Remarks:                       |
|--------------------|----------------------------------|----------------------------|--------------------------------|
| Land 0             | road work in Road                | Yes                        | needs protection on both sides |
|                    |                                  |                            |                                |
|                    |                                  |                            |                                |
|                    |                                  |                            |                                |
|                    |                                  |                            |                                |

v. Whether any improvement in attendance of following Government functionaries has been noted after BZV1

- a. Subordinate medical officer Health staff ☐ Yes/No
- b. Subordinate teachers ☐ Yes/No
- c. Subordinate supply officers ☐ Yes/No
- d. BZV staff ☐ Yes/No
- e. Subordinate engineering staff ☐ Yes/No
- f. Subordinate agriculture staff ☐ Yes/No
- g. Subordinate veterinary/stock husbandry staff ☐ Yes/No

vi. If any of the above Government staff shows improvement, please specify.

Major work done in the Panchayat since BZV1.

Any Government staff who has not visited the Panchayat since BZV1.

Any Government staff who has not visited the Panchayat since BZV1.

vi. Areas of major complaints brought to notice

| Major area of complaint made during BZV1 | Department | Resolution of Complaint | Remarks                        |
|--|------------|-------------------------|--------------------------------|
| water supply                             | PHE        | Yes/No                  | not completed yet              |
| Maintenance of Road                      | Land 0     | Yes/No                  | needs protection on both sides |
| W.P. pole, house, etc.                   | PDD        | Yes/No                  | Still pending                  |

vii. Major problems confronting the people

| Major problem highlighted during BZV1                           | Department  | Resolution of problem | Remarks                        |
|---|-------------|-----------------------|--------------------------------|
| PHE at home   | Health      | Yes/No                | needs to be done at home       |
| Electric pole wire and transformer at home, house               | PDD         | Yes/No                | needs to be installed and safe |
| Land, house, no water, no electricity, no water, no electricity | RDC         | Yes/No                | needs to be done               |
| Goodwill, water, etc.   | PHE Machine | Yes/No                | needs to be done               |
|   |             | Yes/No                |                                |



## MONITORING, EXECUTION AND TRAININGS

### GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP)

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 \_\_\_\_\_

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

Whether Panchayat has disbursement of the resources earmarked for the schemes for 2020-21 has been done by the Sectoral Officers? Yes/No

If no, Reason thereof \_\_\_\_\_

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

If no, Reason thereof \_\_\_\_\_

Whether the meeting schedule of Gram Sabha has been prepared and uploaded in GPDP Field for preparation of GPDP 2020-21? Yes/No

If no, Reason thereof is where but the meeting schedule is framed in another language? Yes/No

Whether the further content of the subjects transferred to the Gram Panchayats are available in the scheduled Gram Sabha meetings? Yes/No

If no, Reason thereof is participation of frontline workers (Govt. Sanctionaries) in the Sabha meetings? Yes/No

| 1 <sup>st</sup> Meeting Date (15-8-19) |               |             | 2 <sup>nd</sup> Meeting Date ( ) |            |             |
|--|---------------|-------------|----------------------------------|------------|-------------|
| S. No.                                 | Department    | Designation | S. No.                           | Department | Designation |
| 1                                      | Public Health | PHO         |                                  |            |             |
| 2                                      | Public Health | PHO         |                                  |            |             |
| 3                                      | Public Health | PHO         |                                  |            |             |
| 4                                      | Public Health | PHO         |                                  |            |             |
| 5                                      | Public Health | PHO         |                                  |            |             |
| 6                                      | Public Health | PHO         |                                  |            |             |
| 7                                      | Public Health | PHO         |                                  |            |             |
| 8                                      | Public Health | PHO         |                                  |            |             |

GPDPDAND2019

| 1 <sup>st</sup> Meeting Date (15-8-19) |               |             | 2 <sup>nd</sup> Meeting Date ( ) |            |             |
|--|---------------|-------------|----------------------------------|------------|-------------|
| S. No.                                 | Department    | Designation | S. No.                           | Department | Designation |
| 1                                      | Public Health | PHO         |                                  |            |             |
| 2                                      | Public Health | PHO         |                                  |            |             |
| 3                                      | Public Health | PHO         |                                  |            |             |
| 4                                      | Public Health | PHO         |                                  |            |             |
| 5                                      | Public Health | PHO         |                                  |            |             |
| 6                                      | Public Health | PHO         |                                  |            |             |
| 7                                      | Public Health | PHO         |                                  |            |             |
| 8                                      | Public Health | PHO         |                                  |            |             |

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 GPDP Plans are being approved by the Gram Sabha? Yes/No

If no, Reason thereof \_\_\_\_\_

viii. 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)

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3. Whether the critical gaps identified in the Panchayat during Mission Ambedkar Series, 2019 are being bridged while preparing GDP plan for 2020-21. Yes/No  
If no, reason thereof \_\_\_\_\_

## 2. SOCIAL AUDIT

1. 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 \_\_\_\_\_
2. Is the Social Audit Committee framed in 52V1 conducting social audit. Yes/No
3. Whether the issues raised during the audit are being addressed by the concerned authorities. Yes/No  
If no, reason thereof \_\_\_\_\_

## 3. CAPACITY BUILDING & TRAININGS

1. 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 |
|--|-------------------|-------------------|-------------|
|  |                   |                   |             |
|  |                   |                   |             |

2. Quality of training. Poor/Satisfactory/Very Good/Excellent.
3. Whether any exposure visit within JK/Outside has been conducted. Yes/No  
If yes, Training Officer to record the experience/views of the elected representatives about the visit. Poor/Satisfactory/Very Good/Excellent
4. Whether any special training has been conducted for Sarpanches. Yes/No  
If yes, details of training. Poor/Satisfactory/Very Good/Excellent
5. Lack of awareness among the elected representatives and general public about the activities of Gram Panchayat.
6. General representation. Poor/Satisfactory/Very Good/Excellent
7. General Public. Poor/Satisfactory/Very Good/Excellent
8. Training officer to record the experience/views of the general population

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## H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES

1. Training Officer to fill approximate number of beneficiaries covered and approximate number left out.

| Schemes/Services                   | Beneficiaries covered (Nos.) | Pending (Applied but not sanctioned) (Nos.) | Reasons for pendency | From applications submitted to working officer (Nos.) |
|------------------------------------|------------------------------|---|----------------------|---|
| Scholarship for SC/ST/OBC students | 25                           | 15  | Quota exhausted      | Small number of applications                          |
| Scholarship for Minority students  | 25                           | 15  | Quota exhausted      | Small number of applications                          |
| Pension - Old Age                  | 142                          | 92  | Quota exhausted      | Small number of applications                          |
| Pension - Widow                    | 23                           | 04  | - do -               | Small number of applications                          |
| Pension - Disability               | 55                           | 08  | - do -               | Small number of applications                          |
| PM Kisan NRI                       | 331                          | 29  | Quota exhausted      | Small number of applications                          |
| Ayushman Bharat                    | 305                          | 244   | Quota exhausted      | Small number of applications                          |
| PM Jeevan Jyoti Bima Yojana        | 17                           | 115   | Quota exhausted      | Small number of applications                          |
| PM Suraksha Bima Yojana            | 12                           | 115   | Quota exhausted      | Small number of applications                          |
| PM Awas Yojana - Gramin            | 7                            | 55  | Quota exhausted      | Small number of applications                          |
| State Marriage Assistance Scheme   | 25                           | 15  | Quota exhausted      | Small number of applications                          |

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| Schemes/Services                                   | Beneficiaries covered (Nos.) | Beneficiaries required but not sanctioned (Nos.) | Reasons for pendency | Fresh Applications submitted to visiting officer (Nos.) |
|--|------------------------------|--|----------------------|---|
| NREGS job Card                                     | 391                          | 10   | Old & non-subsiding  | n/d   |
| Lab. fee   | 10                           | 10   | has 2 documents      | n/d   |
| Swachh Bharat Mission-Individual Household Toilets | 420                          | 160  | Funds not available  | n/d. Application  |
| PM Ujjwala Yojana                                  | 51                           | n/d  | - n/d                | - n/d   |
| Uda  | -                            | -  | -                    | -   |
| Sanchar Kisan                                      | 150                          | n/d  | - n/d                | n/d.  |
| PM Matsya Bandha Yojana                            | 27                           | 41   | Under for monitoring | n/d.  |

\* The visiting officer to maintain separate 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 headquarters.

E. 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 | 150                  | under for monitoring | n/d   |
| Electricity connection | n/d                  | -                    | n/d   |

\* visiting officer to maintain the list of individual beneficiaries who have their connections. He/she to also collect any applications and handover at district headquarters.

## B DOUBLING FARMERS INCOME

### 1. IRRIGATION

- Topography of the Panchayat: Semi rolling/Plains
- Major sources of irrigation: Canal/Water/Lake/well/pond/groundwater harvesting Tanks/Flashed/Other (please specify):
- Status of adequacy of irrigation facility in the Panchayat: Sufficient
- Are there any on-tapped irrigation sources in the Panchayat: Yes
  - If yes, please specify (Canal/Canal Water/Stream/Lake/Spring/Pond/any other water body): Baru Well (as many as needed)
- Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes
  - If yes, please specify: \_\_\_\_\_
- Whether the Panchayat has potential for drip/sprinkler irrigation: Yes
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: n/d
- No. of farmers who intend to use drip/sprinkler irrigation: n/d (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat:

Take well, more well sand to stop water to improve the irrigation facility in area

### 2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 80%):
- Are adequate HYV seeds available to the farmers: Yes
- If not, reasons thereof: availability of supply

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## 2. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card (KCC, Form 1) Nil
- No. of farmers who have obtained loan facility through KCC during 2016 Nil
- No. of farmers who applied for KCC Loan but not provided so far Nil
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
  - Difficult processes and procedures NO
  - Delay by concerned Deptt. NO
  - Delay by bank concerned Yes
  - Any other problem, please specify: The process of availing KCC loan is very slow and it is not easy to get the loan.

- Suggestions for improving the process of availing loan under KCC: The farmers should be given more facilities and the process should be simplified.

## 4. MARKETING INTERVENTIONS:

- How is agricultural/forestry product sold (tick whatever relevant):
  - Through organized market channel Yes
  - Through un-organized market Yes
  - Any other, please specify: Through the local market.
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing? The surplus produce should be sold through the local market.
- Any other suggestions for bringing improvements in the marketing of surplus agricultural/forestry products: Setting up cold storage and roads for selling the surplus produce.

## 3. INVESTIGATION TO HIGH VALUE CROPS:

- Is there any opportunity for production of high value crops in the Panchayat? Yes
- If yes, please specify: High value crops like vegetables and fruits.

| Sr. No. | Area/Community/Group | Potential for production of high value crops | Remarks                                      |
|---------|----------------------|--|--|
| 1       | 1                    | High   | High value crops like vegetables and fruits. |
| 2       | 2                    | High   | High value crops like vegetables and fruits. |
| 3       | 3                    | High   | High value crops like vegetables and fruits. |
| 4       | 4                    | High   | High value crops like vegetables and fruits. |

## 5. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about various schemes of Government/Cooperative Department/Non-Governmental Organization: High
- Status of livestock farmers engaged with various Government/Cooperative and Non-Governmental Organization: High

| Sr. No. | Sector  | No. of livestock farmers engaged | No. of livestock farmers engaged in selling their produce |
|---------|---------|----------------------------------|---|
| 1       | Dairy   | 10                               | 10  |
| 2       | Poultry | 10                               | 10  |
| 3       | Swine   | 10                               | 10  |
| 4       | Other   | 10                               | 10  |

REVISED 2016

6. Suggestions for encouraging more households to set-up new units  
The Government should be going to organize a training programme on setting up unit among the households by setting up of new units / Department
7. List 3 suggestions in order of priority which can help in increasing income of household households.

|   |
|---|
| 1. To provide high yield variety seeds                          |
| 2. Provide the KCC from bank and granular aid on it - best rate |
| 3. Setup a special market facility for selling surplus produce  |
| 4. Setup cold storage and mndi                                  |

#### A. PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

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

If No, the number of people in the Panchayat yet to get Aadhar card: 160

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

Main 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) PDS machine not working                        | Yes/No <input checked="" type="checkbox"/> |

h) any other \_\_\_\_\_

3. Number of FIRs registered in last 3 months 2/3

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: The Police should behave humanely and address the public grievances properly

#### 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"> <li>Within 1 month</li> <li>More than 1 month</li> <li>Never</li> </ul> |                         |
| Social welfare | <ul style="list-style-type: none"> <li>Within 1 month</li> <li>More than 1 month</li> <li>Never</li> </ul> |                         |
| Police Station | <ul style="list-style-type: none"> <li>Within 1 month</li> <li>More than 1 month</li> <li>Never</li> </ul> |                         |
| PHE            | <ul style="list-style-type: none"> <li>Within 1 month</li> <li>More than 1 month</li> <li>Never</li> </ul> |                         |

|           |   |  |
|-----------|---|--|
| PDO       | 1. Within 1 month<br>2. More than 1 month<br>3. Never |  |
| Any other | 1. Within 1 month<br>2. More than 1 month<br>3. Never |  |

iv. Any specific observation or complaint regarding any particular 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: 42
- Number of children in the age group of 4-14 years enrolled in the schools: 38
- Is there any High/Highest Secondary school with more than 40% girl students. Yes/No ✓
- Whether PDO has provided Sanitary Napkin Vending Machines in any of the above Schools. Yes/No/Not applicable ✓  
 ✓ If yes, details of schools: Govt HS, Govt school, Anganwadi  
 ✓ If yes, whether the machine is functional. Yes/No ✓
- Whether PDO has provided Sanitary Napkin Incentive in the above Schools. Yes/No/Not applicable ✓  
 ✓ If yes, whether the incentive is functional. Yes/No ✓

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#### L) GENERAL ASSESSMENT OF THE VOTING CRUISE:

- Urgent public requirements in order of priority (Max. 25):
  1. water supply scheme, piped, hand pump, ATIS, electricity, roads, drains and transformation
  2. Roads, lanes, Drain, Gully, Culverts, bridges, etc. at distance from house of 1/2 mile to 1 mile
  3. Anganwadi Center (Govt) provide ration card to all Kullu and Harrow and provide ration card to all
  4. Replacement of bridge at Kullu north connecting your village to Kullu from Kullu to Kullu village
  5. Sanitary Complex at Kullu north connecting your village to Kullu from Kullu to Kullu village
  6. Construction of bridge in village, Harrow, Kullu and Kullu. Or houses for needy people in all the three villages.
  7. Anganwadi Center (Govt) in village, Harrow, Kullu and Kullu. Or houses for needy people in all the three villages.
  8. Construction of bridge in village, Harrow, Kullu and Kullu. Or houses for needy people in all the three villages.
- Any major complaint brought to notice of the Visiting Officer:
 

A large no. of piped, electric, piped, roads, lanes, drains, Gully, Culverts, bridges, water supply scheme, hand pump, electricity, roads, lanes, Drain, Gully, Culverts, bridges, etc. at distance from house of 1/2 mile to 1 mile. Construction of bridge in village, Harrow, Kullu and Kullu. Or houses for needy people in all the three villages. Construction of bridge in village, Harrow, Kullu and Kullu. Or houses for needy people in all the three villages.

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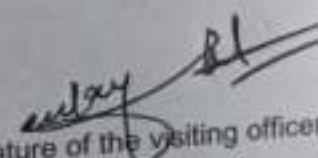
Major complaint brought to notice of the Visiting Officer: Construction of bridge in village, Harrow, Kullu and Kullu. Or houses for needy people in all the three villages. Construction of bridge in village, Harrow, Kullu and Kullu. Or houses for needy people in all the three villages.



|     |  |
|-----|--|
| III | Overall perception of functioning of the government:   |
|     | <p>On reference to earlier B2V1 programme the participation of people was not satisfactory as people were not interested in participating in B2V2 programme as most of the demand raised by people in B2V1 were not fulfilled by the govt.</p> |
| IV  | Overall assessment of visit and suggestions:   |
|     | <p>(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)</p>   |

Suggestion ① The above mentioned requirements shall be taken on priority basis.

② It is further suggested that MGNREGS staff is working in much better way for implementing the various schemes of the govt through RDA. The said staff shall be regularised under to <sup>make</sup> support the functioning of PR smooth.

Signature of the visiting officer: 

Name: Fayaz Ahmad Bhat