



# Back to Village 2

B2V2

Governance at the first step

November 25-30, 2019

*complete*  
*Back: - Billauer*  
*Post: Dharahta*  
*Reflection*  
**PV. Dharahta**



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: **RAJINDER KUMAR GUPTA**
- Designation: **ASSISTANT EXECUTIVE ENGINEER**
- Department/place of posting: **REW KATHUA; SUB DIV BILLAWAR**
- Mobile No: **9419151416**
- Email id: **es.rajindergupta@gmail.com**
- Home District: **KATHUA**
- Dates of visit: **25/26/27/28/29/30. November 2019**

### B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: **Shasaltia**
- Local Government Directory (LGD) code of the Panchayat: **012**  
(To be sourced from Rural Development Department/by DC)
- Name of CD Block: **Billawar**
- Name of Tehsil: **Billawar**
- Name of District: **Kathua**

### C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: **1 NO**
- No. of hamlets in the Panchayat: **8+1 = 9 NO**
- No. of households in the Panchayat: **493**
- Population (approx.) of the Panchayat: **2800**

### D) FRONTLINE OFFICERS:

S. No.	Department	Designation
1	1. PMAS - - - - - 2. Education - - - - - 3. Electric & maintenance - - - - -	Junior Engineer Teacher Line man WTS
2	4. ICDS - - - - - 5. PHE - - - - - 6. Forest - - - - -	Lineman Guard Guard
3	7. Social Forestry - - - - - 8. Revenue - - - - -	Guard Circled Circled
4	9. Agriculture - - - - - 10. RWD. - - - - -	AEO Junior Engineer
5	11. Animal & sheep husbandry	Asst. Stock man.
6	12. Social welfare 13. Health	Anganwadi worker. Asha workers.
7		
8		

### E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

#### 1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat: **Yes/No**  
construction  
If yes, whether functioning in: Own building/Other government building  
building  
If no, whether land is available for construction of the Panchayat Ghar: **Yes**
- Whether the BDC office has been established (in case the officer visits the 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: \_\_\_\_\_

## 2. FUNCTIONALITY:

- i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No ✓  
Date of last meeting held: 20.11.2019
- ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No ✓  
Date of last meeting held: 09.08.2019
- 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 ✓

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	received as on	(Rs. in lakh)	made
14 <sup>th</sup> Finance Commission	Yes/No ✓	<i>Sh. [Signature]</i>	Yes/No ✓	10.90	Yes/No ✓
ICDS (Nutrition)	Yes/No	<i>Sh. [Signature]</i>	Yes/No ✓	1.455	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	<i>Sh. [Signature]</i>	Yes/No ✓		Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓		Yes/No		Yes/No
Own resources of Panchayat	Yes/No ✓	<i>Sh. [Signature]</i>	Yes/No	0.21	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. 14<sup>th</sup> Finance Commission Award:
- Whether 4 year Action Plan 2016-20 has been prepared: Yes/No ✓
  - Whether the detailed estimates for all works have been prepared: Yes/No ✓
  - No. of works for which estimates have been prepared: 3 No. (100%) % (2) to total) NIL (2)



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

e. Whether the works have been started: Yes/No Yes (16-17) Plan.

No. of works started: 5 No. (100) % to total.

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

f. Who is issuing work order for works being executed under 14<sup>th</sup> 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: The funds received just now

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

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

If no, reason thereof: No funds received just now.

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

If no, reason thereof: Separate Pass Book of bank has not opened

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: \_\_\_\_\_

b. Whether the Panchayat/Sarpanch is providing Mid day meal 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 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 \_\_\_\_\_ lakh

✓ No. of works approved: 9

✓ No. of works started: 4

✓ No of works completed: NIL

✓ No of Job Card holders in the Panchayat: 325

✓ No. of man days generated: 2631

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 ✓	
Tehsildar/Naib-Tehsildar	Revenue	✓	
Patwari	Revenue	Yes/No ✓	
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 ✓ (specify)

If yes, who: \_\_\_\_\_

✓ 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: N.A.

#### 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: \_\_\_\_\_ (date)

- ii. Whether any other works started during Back to Village-1 have been completed: Yes/No ✓

If not, list of such works and date by which they are likely to be completed:

(1) \_\_\_\_\_

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

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

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

If yes, amount released: Rs \_\_\_\_\_ lakh.

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

Likely date of completion: \_\_\_\_\_ (date)



IV. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after B2V-1, details thereof: NO

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/No)	Remarks:

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:

RDD

any department whose staff is absent most of the time: Not here, Flood Control

any department whose officers/officials has not visited the Panchayat even once since B2V1: NA

any department which has organized any event or camp or tour of senior officer Panchayat since B2V1: YES; FCS

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vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Lack of life saving medicines, Health equipments, Bstas & facility in Health Care	Health & medical dept	Yes/No <u>✓</u>	urgently required
		Yes/No	
		Yes/No	

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Road Connectivity lack of Bridges	PWD	Yes/No <u>✓</u>	Two Bridge are required over nullah Panjal
Scarcity of Safe Drinking water	PHE	Yes/No <u>✓</u>	Immediate attention is required
Inadequate Health facilities	Health Deptt	Yes/No <u>✓</u>	only one FMPHW is posted
Erratic electricity supply	Electric Deptt	Yes/No <u>✓</u>	150 electric poles are required
Lack of veterinary facilities	Veterinary Deptt	Yes/No <u>✓</u>	Veterinary Hospital is required

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**G) PLANNING, EXECUTION AND TRAININGS:**

**1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):**

i. Whether the GPDP for the schemes transferred to the Gram Panchayats have been prepared for the year 2019-20: Yes/No ✓

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

ii. Whether the schemes and activities approved under GPDP for 2019-20 are under implementation: Yes/No ✓

iii. Whether Panchayat-wise disaggregation of the resources earmarked for the schemes for 2020-21 has been done by the Sectoral Officers: Yes/No ✓

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

iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Ghar or at some prominent place: Yes/No ✓

If no, the officer should get it installed and confirm: \_\_\_\_\_

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

If no, the visiting officer to ensure that the meeting schedule is framed in his/her presence and confirm: \_\_\_\_\_

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

If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings:

1 <sup>st</sup> Meeting Date (14.11.2019)			2 <sup>nd</sup> Meeting Date 05.11.2019		
S. No.	Department	Designation	S. No.	Department	Designation
1	Agriculture	AEA	1	Agriculture	AEA
2	Fisheries	Guard	2	ICDS	AWW

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1 <sup>st</sup> Meeting Date ( )			2 <sup>nd</sup> Meeting Date ( )		
S. No.	Department	Designation	S. No.	Department	Designation
3	Engineering	Supervisor	3	Health	FMPW
4	Social welfare	TV clay	4		
5	Shops	Handing	5		
6	Social welfare	ICDS	6		
7	Health	FMPW	7		
8			8		

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

vii. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting: Yes/No ✓

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

viii. Whether the GPDP Plans are being approved by the Gram Sabha: Yes/No ✓

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

ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No ✓

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

(VLW to demonstrate the reports to the Visiting Officer)

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- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GPDP plan for 2020-21: Yes/No.  
If no, reason thereof: \_\_\_\_\_

## 2. SOCIAL AUDIT:

- i. Whether the details with regard to the schemes being implemented by the Gram Panchayats are placed before the Gram Sabha on quarterly basis for carrying out audit: Yes/No  
If no, reason thereof: \_\_\_\_\_
- ii. Is the Social Audit Committee framed in B2V1 conducting social audit: Yes/No ✓
- iii. Whether the issues raised during the audit are being redressed by the department concerned: Yes/No ✓  
If no, reason thereof: \_\_\_\_\_

## 3. CAPACITY BUILDING & TRAININGS:

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

No of Elected Representatives trained	Place of training	Theme of training	No of days
10	Kothur Sarpandi	Swachh Bharat Mission	4
	Bilawal Sarpandi	All Deptt.	3

- 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	45	—	—	—
Scholarship for Minority students	—	—	—	—
Pension - Old Age	36	33	verification process	
Pension - Widow	10	18	verification process	
Pension - Disability	42	4	verification process	
PM Kissan Nidhi	115	107	under process	
Ayushman Bharat	413	119	under process	
PM Jeevan Jyoti Bima Yojana	—	—	—	—
PM Suraksha Bima Yojana	—	—	—	—
PM Awas Yojana - Grameen	22	78	under process	
State Marriage Assistance Scheme	NA			



Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card				
Ladli Bet	29	21	Verification in progress	
Swachh Bharat Mission- Individual Household Toilets	232	39		
PM Ujjwala Yojana	250	50	Verification in progress	
Ujala	415	61		
Jandhan Account	349	86		
PM Matru Vandana Yojana	20	-		

\* 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	NIL		78
Electricity connection	NIL		8

\* 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.

## ii) 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/Rainfed/Others (please specify) \_\_\_\_\_
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient ✓
- Are there any un-tapped irrigation sources in the Panchayat: Yes/No ✓  
 ✓ If yes, please specify (Canal/Ground Water/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: \_\_\_\_\_
- Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No ✓
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: N.A
- No. of farmers who intend to use drip/sprinkler irrigation: 900
- Any suggestions to improve irrigation facilities in the Panchayat:

To construct check dams

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

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

### 3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kissan Credit Card 231 (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019  
15 Nos.
- No. of farmers who applied for KCC Loan but not provided so far  
Nil Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
  - Difficult processes and procedures
  - Delay by concerned Deptt.
  - Delay by bank concerned
  - Any other problem, please specify: \_\_\_\_\_

v. Suggestions for improving the process of availing loan under KCC

### MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):

- Through organized market (mandi)
- ☒ Through un-organized market
- Any other, please specify: \_\_\_\_\_

the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:

N.A

Other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

Require mandi for marketing of Produce

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### 5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

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

Sr. No	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)

### 6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent
- Status of households/farmers engaged with Animal/Sheep Husbandry Sector those interested to set-up new units

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	<u>ND</u>	<u>15</u>
2	Dairy units	<u>ND</u>	<u>10</u>
3	Sheep Units	<u>ND</u>	<u>20</u>
4	Fish Ponds	<u>ND</u>	<u>6</u>

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PDD	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month ✓</li> <li>• Never</li> </ul>	
Any other	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month ✓</li> <li>• Never</li> </ul>	

vi. Any specific observation or complaint regarding any particular department:  
Horticulture Department not attending the panchayat

#### 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: \_\_\_\_\_
- Number of children in the age group of 4-14 years enrolled in the schools: \_\_\_\_\_
- 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):

- PMGSY Road from mangar to upper dhart to be completed earliest
- Requires drains, protection walls for road mangar to Salur via Dharta.
- Bore well, dug well, WSS Area Benaid, Subtai, kunar, upper dhart, samul
- J&K Bank, ATM
- Reservoir.
- Bridge over nallah Banjar
- Library, & retinary; Higher Secondary.

II Any major complaint brought to notice of the Visiting Officer:

- Non availability of medical office in the panchayat.
- Improvement of road from mangar to Salur via Dharta.
- Non-availability of staff of Horticulture

III	Overall perception of functioning of the government:
	Improvement required functioning of government
IV	Overall assessment of visit and suggestions:
	(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	The area of the panchayat is hilly and habitation fall in the hilly areas. The habitation required safe drinking water, electric connections and require road from Bheeni Bridge to mts Bsl Sundi. more over medical officer & veterinary doctor is also required and respective departments are suggested to prepare DPR and plans for the same

- Encl. ① 13 no Public Approach  
 ② 1 no List of un piped habitation  
 ③ 1 no List of un electric connection.

Signature of the visiting officer  
 Name Rajinder Kumar Gupta  
 Asstt. Exe. Engineer