

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

**A) DETAILS OF REPORTING OFFICER:**

- i. Name: Raj Nath Bhat
- ii. Designation: Assistant Engineer
- iii. Department/place of posting: P.H.E (M) South Division, Jammu.
- iv. Mobile No: 94196-62099, 7006892788
- v. Email id: rajbhat4659@gmail.com
- vi. Home District: Jammu
- vii. Dates of visit: 25/26/27/28/29/30, November 2019 27, 28 Nov-2019

**B) LOCATIONAL DETAILS OF PANCHAYAT:**

- i. Name of the Panchayat: Deomi
- ii. Local Government Directory (LGD) code of the Panchayat: 240527  
(To be sourced from Rural Development Department/by DC)
- iii. Name of CD Block: Bhalwal
- iv. Name of Tehsil: Bhalwal
- v. Name of District: Jammu.

**C) PANCHAYAT PROFILE:**

- i. No. of revenue villages in the Panchayat: 02
- ii. No. of hamlets in the Panchayat: 16
- iii. No. of households in the Panchayat: 415
- iv. Population (approx.) of the Panchayat: 2561 (SC-993, ST-nil, others 1568)

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

S. No.	Department	Designation of the officer/official
1	R. D. D	V. L. W
2	Agriculture	A. E. A
3	Health	F. M. P. H. W
4	Fisheries	Farm Manager
5	I C D S	Anganwadi workers of different wards
6	P. D. D	F. M
7	Revenue	Patwari
8	Education	Head Master of G. H. S. K. L

**E) FUNCTIONALITY OF THE GRAM PANCHAYAT:**

**1. INFRASTRUCTURE:**

i. 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 ✓

ii. 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: As no infrastructure is available so no register was prepared.

## 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: 20.11.2019

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 <sup>th</sup> Finance Commission	✓ Yes/No	VLW	✓ Yes/No	2302360.7	Yes/No
ICDS (Nutrition)	✓ Yes/No		Yes/No		Yes/No
ICDS (Honorarium)	✓ Yes/No		Yes/No		Yes/No
Mid Day Meals (MDM)	✓ Yes/No	Head master of skl	✓ Yes/No	199.52	Yes/No
Own resources of Panchayat	✓ Yes/No	VLW	Yes/No	137434.00	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:

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: 8 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: 03 No. (37.5 % 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

( XXXX )

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: Powers have not been transferred yet and no money has been transferred for the same

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: Money has not been Transferred into Sarpanch's Account for the same.

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

If no, reason thereof: mentioned above

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 8.40 lakh

✓ No. of works approved: 08

✓ No. of works started: 03

✓ No of works completed: nil

✓ No of Job Card holders in the Panchayat: 108

✓ No. of man days generated: 410

- 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	Yes	
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 ✓

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: \_\_\_\_\_ (date) *As the land has not been identified for the same.*

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) *Augmentation of electricity supply by way of installing of poles.*

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

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

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

If yes, amount released: Rs 9.83 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:

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/No)	Remarks:
P. D. D	Augmentation of electric supply by way of installing of poles	NO	Under Process
/	/	/	/
/	/	/	/
/	/	/	/
/	/	/	/

- 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:

Agriculture

Any department whose staff is absent most of the time: once primary health is last

Any department whose officers/officials has not visited the Panchayat even once since B2V1: see months for want of staff

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1 Nil

Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Leaking problems in irrigation canals and improvement of mechanical machinery of lift system	Irrigation	Yes/No ✓	
Water supply is inadequate because of leakage of PHE (cml) pipes	PHE	Yes/No ✓	
The condition of internal roads	R & B	Yes/No ✓	

Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Inadequate Irrigation facility due to breach of canals and non functioning of motors & pumps <sup>needs improvement</sup>	Irrigation	Yes/No ✓	
Water Supply (Inadequate drinking water)	PHE	Yes/No ✓	
Internal Roads in panchayat are in bad condition	(R & B)	Yes/No ✓	
/	/	Yes/No	
/	.	Yes/No	

## 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 ( 20.11.2019 )			2 <sup>nd</sup> Meeting Date ( 27.11.2019 )		
S. No.	Department	Designation	S. No.	Department	Designation
1	a) R.O.D b) Agriculture	VLW AEA	1	a) R.O.D b) Agriculture	VLW AEA
2	P.O.D	FM	2	P.O.D	FM



1 <sup>st</sup> Meeting Date (                      )			2 <sup>nd</sup> Meeting Date (                      )		
S. No.	Department	Designation	S. No.	Department	Designation
3	Irrigation (Civil & Mech)	JE's	3	Irrigation (Civil & Mech)	JE's
4	Fisheries	Farm Manager	4	Fisheries	Farm Manager
5	I CDS	ANW	5	ICDS	ANW
6	Animal Husbandry	V.F	6	Animal Husbandry	V.F
7	Health	FMPHW	7	Health	FMPHW
8	Revenue	Patwari	8	Revenue	Patwari

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)

- 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
07	BDO Block	Capacity Building	2 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				
Scholarship for Minority students				
Pension - Old Age				
Pension - Widow				
Pension - Disability				
PM Kissan Nidhi	188			
Ayushman Bharat	62			
PM Jeevan Jyoti Bima Yojana				
PM Suraksha Bima Yojana				
PM Awas Yojana - Grameen	5 cases 2017-18	12	Amount not released	
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	108			
Ladli Beti	27	10	Revenue department	10
Swachh Bharat Mission- Individual Household Toilets				
PM Ujjwala Yojana				
Ujala				
Jandhan Account				
PM Matru Vandana Yojana	24	4	Revenue department	

\* 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	—	—
Electricity connection	Nil	—	—

- \* 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.

## I) DOUBLING FARMERS INCOME:

### 1. IRRIGATION

- i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi ✓
- ii. Major sources of irrigation: Canal/Khuls/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify): \_\_\_\_\_ ✓
- iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient ✓
- iv. 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)
- v. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/no ✓  
If yes, please specify: Rain Harvesting
- vi. Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No
- vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: \_\_\_\_\_
- viii. No. of farmers who intend to use drip/sprinkler irrigation: \_\_\_\_\_ (Nos.)
- ix. Any suggestions to improve irrigation facilities in the Panchayat:  
making of ponds so that rain water is conserved and making best use of ground water and steps for recharging of same.

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

- i. Farmers using High Yielding Variety seeds (Approx. 100 %age)
- ii. Are adequate HYV seeds available to the farmers: Yes/No ✓
- iii. If no, reasons thereof; \_\_\_\_\_

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

- i. No. of farmers without Kissan Credit Card 82 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019  
212 Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far  
\_\_\_\_\_ Nos.
- iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant):
  - a) Difficult processes and procedures Yes
  - b) Delay by concerned Deptt. No
  - c) Delay by bank concerned No
  - d) Any other problem, please specify: \_\_\_\_\_
- v. Suggestions for improving the process of availing loan under KCC  
Process and procedures adopted by banks for providing of loan should be farm friendly.

### 4. MARKETING INTERVENTIONS:

- i. How is agriculture/horticulture produce sold (tick whichever relevant):
  - a) Through organized market (mandi) \_\_\_\_\_
  - b) Through un-organized market ✓
  - c) Any other, please specify: \_\_\_\_\_
- ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing;  
Govt should procure from farmers
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:  
Market rates of all agricultural and horticultural produce should be given wide publicity so that middle man can not exploit the farmers



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

- i. Is there any scope/potential for diversification towards high value crops/fruits 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)
	Graua oranges Lemon	very Huge Potential	Irrigation, hybrid plants should be provided
	Oranges	do	do —
	Lemon	do —	do —

## 6. INCREASING LIVESTOCK PRODUCTION:

- i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent

- ii. Status of households/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new units

People are not aware of the schemes provided by govt for the below sectors

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry		
2	Dairy units		
3	Sheep Units		
4	Fish Ponds		

III	Overall perception of functioning of the government:
	overall perception of functioning of government is good as poor and simple people are getting their due of schemes they are well aware of schemes launched by government for their welfare. And if they will get aware of all schemes of govt, perception will improve a lot.
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 panchayat members of panchayat are friendly. Co-operative but little aware of different schemes and facilities launched/provided by the govt. Also panchayat Ghar building is not available for conducting of gram Sabha/panchayat. Also there is a scope for dairy development in panchayat as as to increase farmer income.

Signature of the visiting officer

Name Raj Nath Bhat