



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 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 26th July, 2019. The response 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 Panchayat 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 Haalqas for better outcomes.

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

(B. V. R. Subrahmanyam)

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

- i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.
- ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.
- iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focussed programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. She/he must also be familiar with 14th FC, MDM and ICDS (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GPDP) and also ensure the constitution of various committees including Panchayat Biodiversity Committee.
- v. He/she shall hold detailed deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.
- vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.
- vii. The officer should assess the level of functionality of the Panchayat, infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold focused meetings with Panchayat members and key officials.

- vi. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwadi Centres etc. as possible. He should also project at least some of the works carried out/being carried out under various schemes like 14th FC, MNREGA and other government programmes. In case there is a significant project in the village, the officer should carefully record the same and record its progress.
- vii. In addition to all other activities that the visiting officer will carry out, he/she should lay special emphasis on 100% enrolment of school children (age 4-14 years), 100% coverage of PM-Kisan, Ayushman Bharat and 100% coverage of all beneficiary oriented 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 rural/micro enterprises and village industries.
- viii. The visiting officer shall restrain himself/herself from giving or offering any commitment on behalf of the government.
- ix. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensual view emerging from his interactions in the village.
- x. The report of the visiting officer shall be submitted both physically and electronically in the pre-circulated format. The officer should exercise all care and objectivity while filling up the same.
- xi. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner and his/her team and deposit the BZV2 booklets and any other lists/applications/grievances that may have been handed over to him/her during the visit.

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.
- Definitive meeting with the Deputy Commissioner and submission of one copy of the filled-in booklet and other papers before leaving the district.

Day 1

- Arrive in the Panchayat by 10 A.M. (Lodging settled).
- Attend the Gram Sabha:
 - Read out the charter of Fundamental Duties.
 - Discuss B2V1 report card, critical gap analysis report and obtain feedback on follow up of B2V1 activities.
 - Unveil the GPDP booklet in the Gram Sabha.
 - Get the resolution for approval of GPDP and MGNREGA passed in the Gram Sabha.
 - Unveil the 14th FC plan booklet in the Gram Sabha.
 - Inspect the four piles books- 14th FC, MDM, ICDS, Own Resources.
 - Check the purchase record register for MDM and ICDS.
 - Distribute the information flyers on Individual Beneficiary Based Schemes.
 - Fill up those columns of the B2V2 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 Elders/Community Committees 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.

- Collect copy of Panchayat Public Collection and Disposal list.
- Get informal with list of individuals who are members of various individual beneficiary oriented schemes but have not applied for the same.
- Collect any complaint/grievance that people may have especially with regard to non-sanctioning of benefits under individual beneficiary oriented schemes.
- Get list of households without piped water/individually connected.

Day 1 Afternoon

- Visit local schools, health institutions, AWCs, government shops, banks, water bodies, submersible electric station, important private enterprises.
- Visit other villages in the Panchayat.
- Evening informal interaction with PRI representatives, frontline government functionaries and prominent citizens to discuss and deliberate upon the core problems/issues being faced by the locals of the Gram Panchayat and ways to enhance rural incomes and emerging village/micro industries.
- Capture evening interaction picture by 6.00 P.M.

Day 2

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members.
 - Get various subjects/portfolios assigned to the panches by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - Inspect the karni register and make the Panchayat members aware about the requirement of monthly meetings as per the Act.
 - Check the digital signatures of Sarpanch/Panchayat Secretary/Administrator.
 - Assess the functionality of Panchayats and discuss the difficulties being faced by the Panchayat in carrying out its functions and development work.
- Formal interaction with:
 - Frontline government functionaries (Doctor/Teacher/Patient/ Anganwadi Worker/Ashwariya/MLA/W/PDS storekeeper/representatives of PSE, PDB, PTO, Agriculture, Animal Sheep, Horticulture etc.)
 - Social activists/NGOs.
 - Prominent citizens/retired teachers/Govt. employees/ex-corporate etc.

Day 2 Afternoon:

- Visit the Panchayat Ghar/BDO office and check for furniture/computer.
- Install board of land identified for Panchayat Ghar.
- Launch Grah Pravesh Ceremony for completed PMAY houses.
- Inaugurate the previous B2V work and lay foundation stone for a new one.
- Inspect B2V/14" FC works/Languishing works/other developmental projects taken up.
- Inaugurate the playground; lay the foundation stone for CSC, start one sports event.
- Inaugurate lay foundation stone of any other works which are available.

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

- i. Name: Poojanka Sankar
- ii. Designation: Deputy Commissioner of Police
- iii. Department/Place of Posting: Central Training
- iv. Mobile No: 9419125716
- v. Email ID: comprankas@justice.nic.in
- vi. Home District: Tirunelveli
- vii. Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: Trem Mayan
- ii. Local Government Directory (LGD) code of the Panchayat: 239935
(To be sourced from Rural Development Department by DC)
- iii. Name of CD Block: Panthal
- iv. Name of Taluk: Katana
- v. Name of District: Reasi

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: Kandiyar, Trem Mayan
- ii. No. of hamlets in the Panchayat: 8
- iii. No. of households in the Panchayat: 376
- iv. Population (approx.) of the Panchayat: 1966

iv. If not, whether the building for BDC office has been identified. Yes/No
Applicable

v. Facilities available in the Panchayat Raj institutions

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No <i>(affordable)</i>	Yes/No	<i>Chairs and required Rustic Table is there</i>
Computer/printer	Yes/No	Yes/No	<i>Required</i>
Telephone facility	Yes/No	Yes/No	<i>Not required</i>

vi. In case Panchayat has not been constituted, whether Administrator has been appointed. Yes/No - *Constituted*

vii. 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: 16-11-2019

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

Date of last meeting held: 23-09-2019

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

c. Bank Account opening and details of loans

Name of the Scheme	Separate bank account opened	Official signature other than Sarpanch	Fluents recorded	Balance in the account as on date (Rs. in lakhs)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No	See Pyl	Yes/No	21,000.00	Yes/No
CDR (Mithun)	Yes/No	Signature of Sarpanch	Yes/No		Yes/No
CDR (Pachhalun)	Yes/No	Signature of Sarpanch	Yes/No		Yes/No
Md Day Meals (MDM)	Yes/No	Signature of Sarpanch	Yes/No		Yes/No
Own resources of Panchayat	Yes/No	See Pyl	Yes/No	9,000.00	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.)

v. 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 _____

vi. 14th Finance Commission Award:

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

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

c. No. of works for which estimates have been prepared: 2 No. (25 % to total)

d. Whether Action Plan has been approved by the DIC, Yes/No
If no, reason thereof: _____

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

No. of works started: 2 No. 25 % to total

If no, reason thereof: _____

f. Who is issuing work order for works being executed under 147 FC (Not one)

1) Sarpanch ()

2) BDO ()

3) Others (specify): _____

iii. Integrated Child Development Scheme (ICDS):

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

If no, reason thereof: _____

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

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

If no, reason thereof: _____

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

If no, reason thereof: _____

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

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

ix. Mid Day Meal (MDM) Scheme

a. Whether Panchayat/Sarpanch is purchasing items at Panchayat level for serving Mid day meal in the school? 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 2018-20 has been approved? Yes/No ✓

b. If yes,

✓ Funds allocated to the Panchayat: Rs. 2.5 lakh

✓ No. of works approved: 33

✓ No. of works started: 05

✓ No. of works completed: Nil

✓ No. of Job Card holders in the Panchayat: 174

✓ No. of man days generated: 3370

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: _____

- iv) Whether subjects have been assigned by the Government to the Panchayat? ☒ Yes
 v) Whether subjects have been assigned in pursuance of the existing laws? ☒ Yes
 vi) Major challenges being faced by the Panchayat in functioning and execution of work? ☒ Yes
 vii) Whether full support and cooperation being provided by: ☒ Yes

Office	Department	Response	Remarks
BCO	RDO	Yes/No	
V.V	RDO	Yes/No	
J	RDO	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	
IIC MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Nab-Tehsildar	Revenue	Not Satisfactory	
Patwari	Revenue	Yes/No	
Agriculture Extension Officer	Agriculture	Yes/No	
Horticulture Extension Officer	Horticulture	Yes/No	
Village Institution		Yes/No	
Any other			

by in the discharge of any difficulty in execution of work, distribution of benefits/any other schemes.

✓ Non-cooperation by officers: Yes/No

If yes, when Sanitation work (specify work)

✓ Non-disbursement of funds/scheme/schemes by officers: Yes/No

✓ Delay in preparation of administrative/sanctions by engineering staff: Yes/No

✓ Delay in administrative approval by officers: Yes/No

If yes, how long 2-3 days (specify number of days)

✓ Officers not sharing details of guidelines/terms of beneficiaries: Yes/No

✓ Any other difficulty, give details: 100% work still remaining

from Sanitation Dept. not to be completed by 10-11-2019

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) Work to be done - 10-11-2019

(2) Work to be done - 10-11-2019

(3) _____

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

If yes, amount released: Rs 1.6 lakh. (03-12-2019) 03(20)-M&P&A

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

Likely date of completion: 40 days (date) 05-01-2020

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
BDO	Bandi	In progress	
	Partial completion (Bandi Road)	In progress	

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) Anganwadi Workers/Helpers (Yes/No) ✓
- d) RDO staff (Yes/No) ✓
- e) JE/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

Anganwadi kitchen

Any department whose staff is absent most of the time: Social Welfare PNO, PHE

Any department whose officers/officials has not visited the Panchayat even once since B2V1: PHE

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

Self Help Group

(UNACOD)

B2V2/PD&MD/2019

vi Areas of major complaints brought to notice

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Non-availability of High voltage	DLC	Yes/No	Not taken up
No transfer of Social Welfare	Local response	Yes/No	
Non-availability of	Local response	Yes/No	

vii Major problems confronting the people

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
		Yes/No	
		Yes/No	
		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. *Only N/A*

- 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 leather, preserve 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 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
1			1		
2			2		

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3			3		
4			4		
5			5		
6			6		
7			7		
8			8		

If no, reason thereof: Subject transferred few days back

- 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 GPD Plan 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: Not availability of connectivity

(VLW to demonstrate the reports to the Visiting Officer)

- Whether the social audit is conducted in the Panchayat during Mission Awareness Survey, 2019 are being audited while preparing GPDA plan for 2020-21. Yes/No
If no, reason thereof: social audit information submitted to GPDA

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 social audit. Yes/No
If no, reason thereof: _____
2. Whether the Social Audit Committee trained in B2V1 conducting social audit. Yes/No
3. Whether the issues raised during the audit are being addressed by the Gram Panchayat. Yes/No
If no, reason thereof: NO Social Audit conducted

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
8	Barani		3

2. Quality of training: Poor/Satisfactory/Very Good/Excellent
3. 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
4. Whether any digital literacy training has been conducted for Sarpanches: Yes/No
If yes, quality of training: Poor/Average/Good/Excellent
5. 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)

60 INDIVIDUAL BENEFICIARY ORIENTED SCHEMES

1. Visiting Officer to be responsible for the number of beneficiaries covered and expenditure incurred for it.

Schemes/Servicing	Beneficiaries covered (No.)	Expenditure covered (No.)	Remarks for availability	From beneficiaries submitted to visiting officer (No.)
Scholarship for SC/ST-ORC students	100	400	Not available	nil
Scholarship for Minority students	—	—	—	—
Pension - Old Age	200	200	Not available	—
Pension - Widow	100	100	—	—
Pension - Disability	200	200	—	—
PM Kisan Nidhi	50	900	Family income below threshold at bank level	—
Ayushman Bharat	50	200	—	—
PM Jeevan Jyoti Bima Yojana	20	100	Not available	—
PM Suraksha Bima Yojana	20	200	Not available	—
PM Awas Yojana - Gramin	60	50	Not available	—
State Marriage Assistance Scheme	0	—	Not available	—

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (Applied and not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
MREGA AD Cell	373	—	—	—
Life Bill	—	—	Not called. Not operating in the area.	—
Swachh Bharat Mission-Individual Household Toilets	70%	50%	—	—
PM Ujjwala Yojana	93%	2%	—	—
Ujda	2%	98%	—	—
Jandhan Account	0	100%	—	—
PM Mats Vandana Yojana	—	—	Not called	—

* 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.

4. 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	70%	No pipelines	—
Electricity connection	80%	—	—

... taking effort to improve the ... of ... with ... small ...
connections ... to ... and ... of ...

6. DOUBLING FARMERS INCOME

1. IRRIGATION

- i. Topography of the Panchayat: Semi-Hilly
- ii. Major sources of irrigation: Government Wells, hand-dug wells, private hand-dug wells, Tanks, Rainfall, Others (please specify) _____
- iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient
- iv. Are there any unexplored irrigation sources in the Panchayat? Yes/No
✓ If yes, please specify: Govt. Ground Water, Hand-dug Wells, Private Hand-dug Wells, Tanks, Rainfall, Others (please specify) _____
- v. Is there any area which can be developed by way of water conservation measures for irrigation purposes? Yes/No
If yes, please specify: Developing water from Mallahis (Borewell)
- vi. Whether the Panchayat has potential for drip/sprinkler irrigation? Yes/No
- vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: 24/1
- viii. No. of farmers who intend to use drip/sprinkler irrigation: 500 (None)
- ix. Any suggestions to improve irrigation facilities in the Panchayat:

One non-functional Irrigation canal (from Jini within 10 Kms) exists. It is a small water flowing from Jini Mallahis is only left. If it becomes functional, it will irrigate 1500-2000 Kanals of fields.

2. HIGH YIELDING VARIETY (HYV) SEEDS

- i. Farmers using High Yielding Variety seeds: (Approx. 2000 bags)
- ii. Are adequate HYV seeds available to the farmers? Yes/No
- iii. If no, reasons listed: High cost of HYV seeds
Monkey Virus

3. LOANING FACILITY AVAILABLE TO THE FARMERS

1. No. of farmers without Kisan Credit Card (KCC) Nil (None)
2. No. of farmers who have availed loan facility through KCC during 2012 62 (None)
3. No. of farmers who applied for KCC Loan but not provided as per ISS (None)
4. Problems being faced by farmers in availing KCC loan (if any) (please specify):
 - a) Difficult procedures and procedures Nil
 - b) Delay by concerned Dept Farmer
 - c) Delay by bank concerned ✓ (Bank inspection)
 - d) Any other problem: please specify _____

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

Fixed guidelines to be issued to banks to ensure
minimum limit (Rs 3000/-) - However, the quotation is available
with farmer but bank also for same

4. MARKETING INTERVENTIONS

1. How is agriculture/horticulture produce sold (tick whichever relevant):
 - a) Through organized market (mandi) _____
 - b) Through un-organized market ✓
 - c) Any other, please specify: _____
2. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing:

3. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT

- To assess any commitment for diversification towards high value crops/fruit in the Participatory groups
- 2 yrs. planning period

Sr. No.	Name of the crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
		Cultivate fruits like Mango, Pineapple	

6. INCREASING LIVESTOCK PRODUCTION

- Assess the level of farmers' about/skillset/schemes of Animal/Sheep Husbandry Department. Poor/Satisfactory/Good/Excellent
- Status of household/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new units

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

2. Suggest 5 suggestions for encouraging more households to start their own small business.

Answers of the questions

3. List 5 suggestions in order of priority which can help in increasing income of agricultural households.

1. Poultry farming.

2. Dairy / Poultry (Mango orchard, banana)

3. Horticultural crops - Citrus fruits

4. Medicinal cultivation

5.

2) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

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

If no, the number of people in the Panchayat yet to get Aadhaar card: 5/10

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

Major problems/complaints with regard to ration shops:

a) Irregular opening:

Yes/No ☒

b) Inadequate stock:

Yes/No ☒

c) Overcharging:

Yes/No ☒

d) Rude behaviour of store owner:

Yes/No ☒

e) Long distance to be covered to reach the store:

Yes/No ☒

f) Non-declaration of rates:

Yes/No ☒

g) POS machine not working:

Yes/No ☒

(also connectivity)

g) Any other: _____

4. Number of TIRs registered in last 3 months: 15
- Are people generally satisfied by response of Police in response: Yes
 - Is copy of TIR given to people: Yes
 - Are people satisfied about the overall security situation in Panchayat: Yes
 - Any suggestions: _____

5. Public perception:

- Are departmental staff available: Poor/Good/Very Good/Excellent
- Are departmental staff responsive: Poor/Good/Very Good/Excellent
- 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	• Within 1 month ✓ • More than 1 month • Never	
Social welfare	• Within 1 month • More than 1 month • Never ✓	
Police Station	• Within 1 month ✓ • More than 1 month • Never	
PHE	• Within 1 month • More than 1 month • Never ✓	

RDD	• Within 1 month • More than 1 month • Never	
Any other	• Within 1 month • More than 1 month • Never	

4. Any specific observation or complaint regarding any particular complainant?

Social Welfare Dept. should monitor the situation.
Don't showing different services / paper waste, plastic / Rubble
to be followed

K) OTHERS:

i. Whether land has been identified within Panchayat for collection and disposal of plastic waste? Yes/No

ii. Whether Panchayat Plastic Collection and Disposal plan is ready? Yes/No

(Visiting officer to collect a copy of the Plan)

iii. Number of children in the age group of 4-14 years in the Panchayat: 1314

iv. Number of children in the age group of 4-14 years enrolled in the school: 115

v. Is there any High/Highest Secondary school with more than 40% girl students? Yes/No (No high school in GP)

vi. 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

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

• If yes, whether the incinerator is functional? Yes/No

1) GENERAL ASSESSMENT OF THE VISITING OFFICER

I	1. Urgent public requirements in order of priority (Date: 07/)
	1. Road connectivity from Gt. Mbar
	2. Good High School / Upgradation of private school
	3. Road from Mbarara to Kibungwe bridge
	4. The pipeline from Tazara to Kipasa Suba
	5. Including forest within borders (Semi road / 2000 meters from area of Mbarara town)
	6. Protecting Moli (around 10-15) from waste water contamination of Mbarara hospital
	7. Requirement of Ambulance
II	Any major complaint brought to notice of the Visiting Officer
	- Ignorance of social welfare schemes - Liability of MGNRTA (2016-17, 2017-18) - Pension cases pending - No mat. / Dargam is Proj school (G. Tazara)

III Overall perception of functioning of the government

RDO Deptt - is doing satisfactory work
- Public satisfaction is not satisfactory

IV Overall assessment of visit and suggestions

(The visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions)

- Schools (L-Teen) to be provided E piped water
- Govt. Primary school (Opposite) is operating in poor conditions, no extra staff/room available No playground
- No Anganwadi centre in tal No. 7.

Poojalis Sanyal
Signature of the visiting officer
Name Poojalis Sanyal