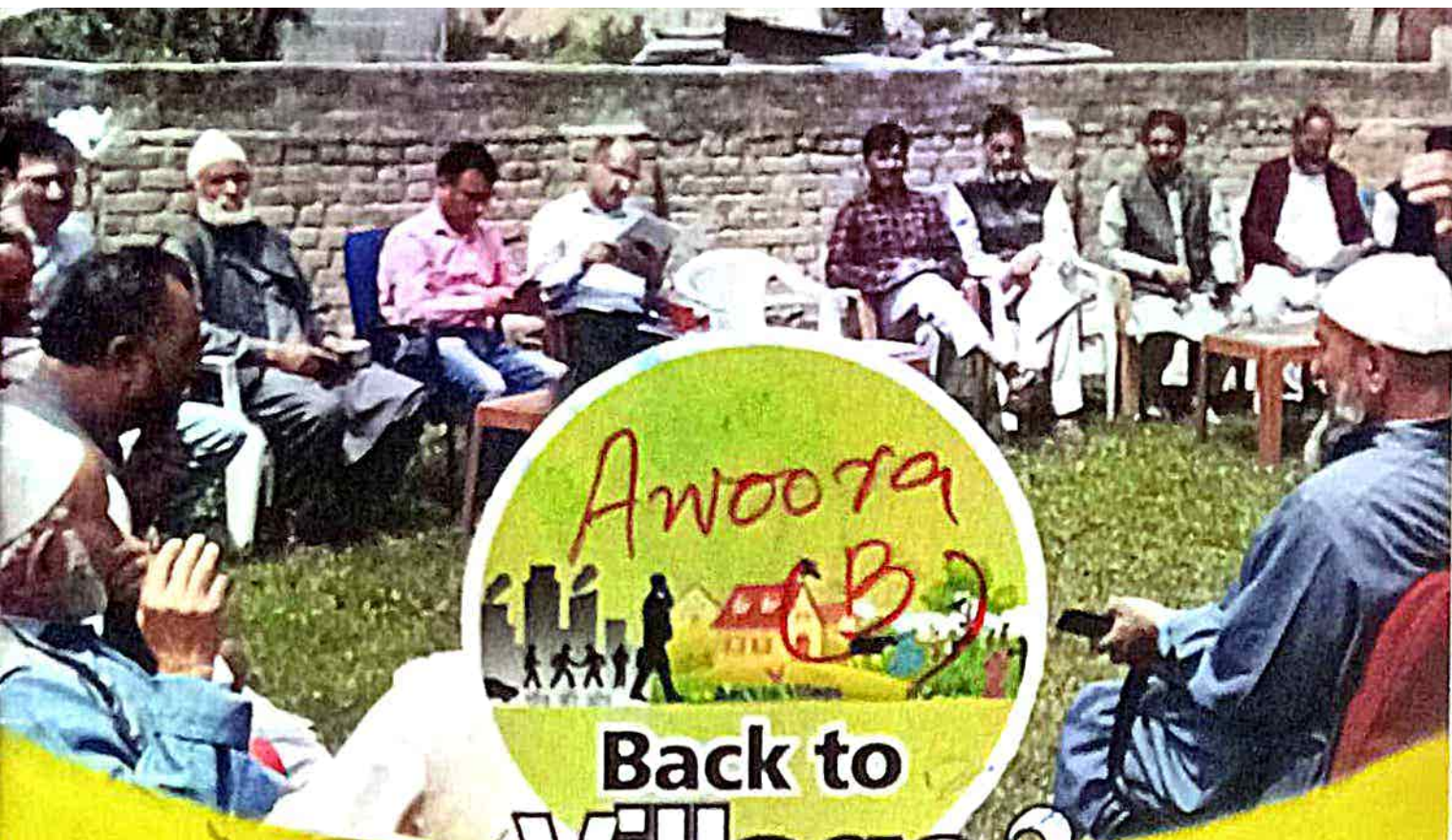




Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019



Government of Jammu & Kashmir

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:

1. Name: Abdul Hakeem Shah
2. Designation: lecturer
3. Designation of posting: Education/BHS, Telipma, Kup
4. Mobile No: 986030930
5. Email id: abulhakeemshah80@gmail.com
6. Home District: Kup
7. Date of visit: 25/07/2019, November 2019

B) LOCALITY DETAILS OF PANCHAYAT

1. Name of the Panchayat: Mirwa B
2. Local Government Directory (LGD) code of the Panchayat: 7303 B
(To be sourced from Rural Development Department by DC)
3. Name of CD Block: Qadralad
4. Name of Tehsil: Kup
5. Name of District: Kup

C) PANCHAYAT PROFILE

1. No. of revenue villages in the Panchayat: 02
2. No. of households in the Panchayat: 11
3. No. of households in the Panchayat: 564
4. Population (approx.) of the Panchayat: 2020

10

B2V2/POAM/2019

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

S. No.	Department	Designation of the officer/official
1	RDD	VLN
2	Education	Master
3	CHD	Store-keeper
4	PHE	line man
5	JeDS	Anganwadi workers
6	Agriculture	field Assistant
7	Revenue	Patwari
8	Horticulture	Gardener

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

1. Whether Panchayat Chat 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 Chat: Yes/No ☒
2. Whether the HDC office has been established (in case the officer visits block Panchayat): Yes/No/not applicable ☒

B2V2/POAM/2019

11

iii. If not, whether the building for BDC office has been identified: Yes/No/Not applicable

iv. Facilities available in the Panchayat 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: 23-11-2019

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

Date of last meeting held: 21-07-2019

iii. Whether the Karmal register is being maintained by the Panchayat Secretary: Yes/No ✓

(Officer to inspect the register)

iv. Whether the Sarpanch/Administrator/Panchayat Secretary have digital signatures: Yes/No ✓

v. Bank Account: Opening and receipt of funds:

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No ✓	<u>Niraj</u>	Yes/No ✓	<u>30.52</u>	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	<u>Niraj</u>	Yes/No ✓	<u>0.49</u>	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	<u>Niraj</u>	Yes/No ✓	<u>1.53</u>	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	<u>Niraj</u>	Yes/No ✓	<u>Nil</u>	Yes/No ✓
Own resources of Panchayat	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: _____

vii. 14th Finance Commission Award.

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

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

c. No. of works for which estimates have been prepared 28 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: 01 No. (% to total)

If no, reason thereof: _____

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

1) Sarpanch ☒

2) BDO ☐

3) Others (specify): VLN ☐

vii. 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: because concerned department is not

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: because the concerned department is supplying the same till date

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: N/A

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 620 lakh

✓ No. of works approved: 52

✓ No. of works started: None

✓ No. of works completed: None

✓ No. of Job Card holders in the Panchayat: 440

✓ No. of man days generated: 8200 (overseas)

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: because GP is unable to generate income

16. Whether subjects have been assigned by the Superintendent to the Panchayat Yes/No
 If not, whether subjects have been assigned in presence of the visiting officer Yes/No

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

a) Whether full support and co-operation being provided by

Officer	Department	Response	Remarks
BDO	RDP	Yes/No	
VLW	RDP	Yes/No	
JE	RDP	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	
Uc MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Naib-Tehsildar	Revenue	Yes	
Patwan	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
Any other		Yes/No	

18. Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries, any other inclusion

Not to operation by officials Yes/No

If yes, who (specify)

Not disclosure of funds available schemes by officials Yes/No

Delay in preparation of estimates for critical structures by engineering staff Yes/No

Delay in administrative approval by officials Yes/No

If yes, how long (specify number of days)

Officials not sharing details of guidelines lists of beneficiaries Yes/No

Any other difficulty, give details

F) FOLLOW UP OF BACK TO VILLAGE-1 (B2V1):

1. 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)

2. 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) None of the works has been undertaken till date

(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 21/01/2019 (date)

iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after B2V-1, details thereof:

Section/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
Agriculture	N.A	NA	
Food/CPWC	N.A	NA	

v. Whether any improvement in attendance of following Government functionaries has been noticed after B2V1.

- Doctors/Paramedics/other Health staff (Yes/No) ☒
- Teachers/Ret Teachers (Yes/No) ☒
- Angamwan Workers/Helpers (Yes/No) ☒
- RDD staff (Yes/No) ☒
- JES/other engineering staff (Yes/No) ☒
- Agriculture/Horticulture staff (Yes/No) ☒
- Animal Husbandry/Sheep Husbandry staff (Yes/No) ☒

In case any particular department has shown improvement, please specify:

P.H.C. not completed

Any department whose staff is absent most of the time: Food/CPWC/Horticulture/Animal Husbandry

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

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

vi. Areas of major complaints brought to notice.

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Drill Dilapidated condition of roads	R&B & RDD	Yes/No ☒	No work has been undertaken
Non-availability of pure drinking water	PHE	Yes/No ☒	- do -
Irregular power supply	PDD	Yes/No ☒	- do -

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Dilapidated roads	R&B & RDD	Yes/No ☒	
Lack of electric poles, wires & transformers	PDD	Yes/No ☒	
Non-availability of Agri-extension in the NTPHC	Health	Yes/No ☒	
Establishment of a health sub-centre in (ward No. 10 (ST ward))	Health	Yes/No ☒	
Providing a sub-centre in NTPHC	Health	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 dis-aggregation 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 st Meeting Date (24-02-19)		2 nd Meeting Date (15-11-19)	
S. No.	Department Designation	S. No.	Department Designation
1	RDD VLM	1	RDD VLM
2	PDD Lineman	2	Technical Master

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	PHE	Lineman	3	Health	FMPHW
4	Revenue	Pattanari	4	Agriculture	Gardener
5	CAPD	Store-keeper	5	Artificial	Gardener
6	Forest	Forest-guard	6	Forest	Forest-guard
7	Health	FMPHW	7	SCDS	Anganwadi worker
8	SCDS	Anganwadi worker	8	Revenue	Pattanari

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: _____

(VLMW to demonstrate the reports to the Visiting Officer)

1. Whether the critical jobs identified in the Purchasing during Mission Analysis Survey, 2019 was being budgeted when preparing GPOF plan for 2020-21. Yes/No

If yes, reason thereof

2. SOCIAL AUDIT

1. Whether the details with regard to the schemes being implemented by the Gram Panchayats were placed before the Gram Sabha in quarterly basis for carrying out social V & V.

If no, reason thereof

2. Is the Social Audit Committee formed in EOP's conducting social audit. Yes/No

3. Whether the issues raised during the audit are being addressed by the department concerned. Yes/No

If no, reason thereof

3. CAPACITY BUILDING & TRAINING

1. Whether the capacity building and training has been initiated to the elected representatives. Yes/No

If yes, provide details

No. of Elected Representatives trained	Period of training	Theme of training	No. of days

2. Quality of training. (Pre/Post/In-service) Self/Assessment

3. Whether any exposure visit under a/c/schedule has been conducted. Yes/No

4. If yes, visiting Official to record the experience/visit of the elected representatives about the visit. (Pre/Post/In-service) Self/Assessment

5. Whether any digital literacy training has been conducted for beneficiaries. Yes/No

6. If yes, quality of training. (Pre/Post/In-service) Self/Assessment

7. Level of awareness among the elected representatives and general public about the schemes launched in Panchayats

8. Elected representatives. (Pre/Post/In-service) Self/Assessment

9. General Public. (Pre/Post/In-service) Self/Assessment

10. Providing officer to visit and the activities have the program completed

8/2/2020/AMC/2019

4) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES

1. Visiting Officer to fill appropriate number of beneficiaries covered and recommended 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 to SC/ST/OBC students	46	None		
Scholarship for Merit students	108			
Pension - Old Age	101	33	in final stage	
Pension - Widow	25	10	- do -	
Pension - Disability	40	19	- do -	
PM Kisan Aash	495			
Aquaculture Scheme	14	11	in final stage	
PM Jeevan Jyoti Gram Yojana				
PM Suraksha Gram Yojana				
PM Aardra Yojana - Crop Insurance	01			
State Marriage Assistance Scheme	07	05	in final stage	

8/2/2020/AMC/2019

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	270	170	non-finding majority of interest	
Ladli Beti				
Swachh Bharat Mission- Individual Household Toilets	140	100	non-finding majority of funds	
PM Ujjwala Yojana				
Ujala				
Jandhan Account	750			
PM Matsru Vandana Yojana	18	Nil		

* 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	210	Electricity not available	
Electricity connection	Nil		

24

BZY2/PO&MD/2013

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

1) DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat Semthayal/Hilly/Plain/Kandi
- Major sources of irrigation Canal/Khus Tube well/Ponds/Springs/Water harvesting/Tanks/Ranfed Canals (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 Ponds can be dug in lands to be used for irrigation
- Whether the Panchayat has potential for drip/sprinkler irrigation Yes/No
- No. of farmers who use drip/sprinkler irrigation in the Panchayat Nil
- No. of farmers who intend to use drip/sprinkler irrigation Nil (Nos.)

ix. Any suggestions to improve irrigation facilities in the Panchayat

There is a well at many places in the
61

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using high yielding variety seeds (Approx. %)
- Are adequate HYV seeds available to the farmers Yes/No
- If no, reasons thereof lack of adequate supply

BZY2/PO&MD/2013

25

1. CONSIDER 1 ACRES OF LAND AND 100 TONS OF MANURE

1. Use of manure without Fertiliser Control Code 1.1.1. 100 tons

2. Use of manure with Fertiliser Control Code 1.1.1. 100 tons

3. Use of manure with Fertiliser Control Code 1.1.1. 100 tons

4. Use of manure with Fertiliser Control Code 1.1.1. 100 tons

5. Use of manure with Fertiliser Control Code 1.1.1. 100 tons

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30. Use of manure with Fertiliser Control Code 1.1.1. 100 tons

2. OVERAPPLICATION TO HIGH VALUE CROPS

3. There are consequences for overapplication towards high value crops in the "Fertiliser" code.

4. For the purpose of this code

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Category	Subcategory	Item
Category 1	Subcategory 1	Item 1
Category 2	Subcategory 2	Item 2

Category 1	Subcategory 1	Item 1
Category 2	Subcategory 2	Item 2
Category 3	Subcategory 3	Item 3
Category 4	Subcategory 4	Item 4
Category 5	Subcategory 5	Item 5
Category 6	Subcategory 6	Item 6
Category 7	Subcategory 7	Item 7
Category 8	Subcategory 8	Item 8
Category 9	Subcategory 9	Item 9
Category 10	Subcategory 10	Item 10

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III	Overall perception of functioning of the government:
	Generally public services are good but there is still scope for betterment
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 GP is underdeveloped due to lack of agricultural and horticultural land. Most of the people work as laborers. The public infrastructure is also inadequate. ① Establishment of income generating units ② Public infrastructure in the form of roads, water supply, sewer, electricity, water facility, needs to be provided and upgraded ③ Health sector needs special care.

Signature of the visiting officer
Name

He has been