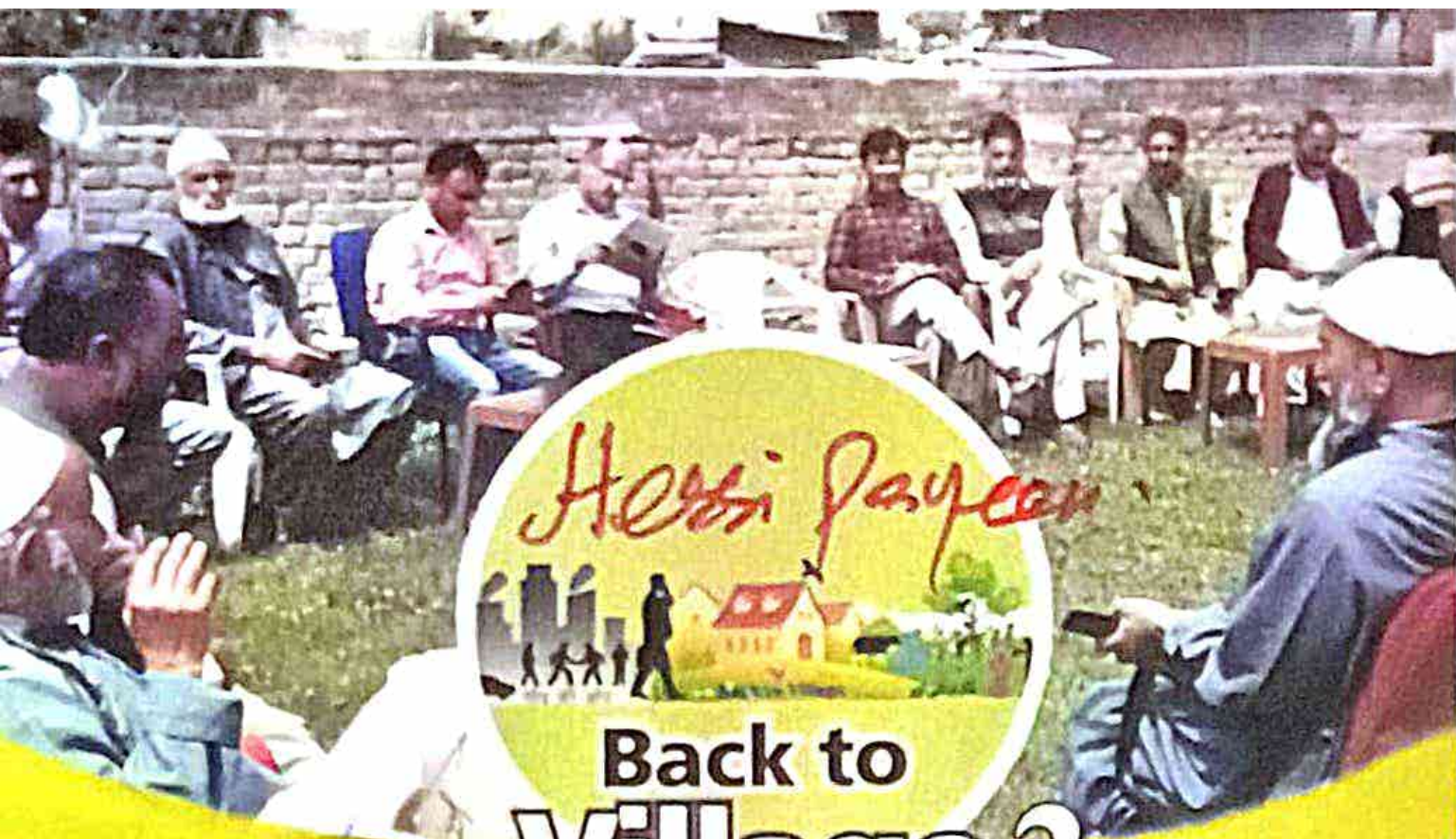




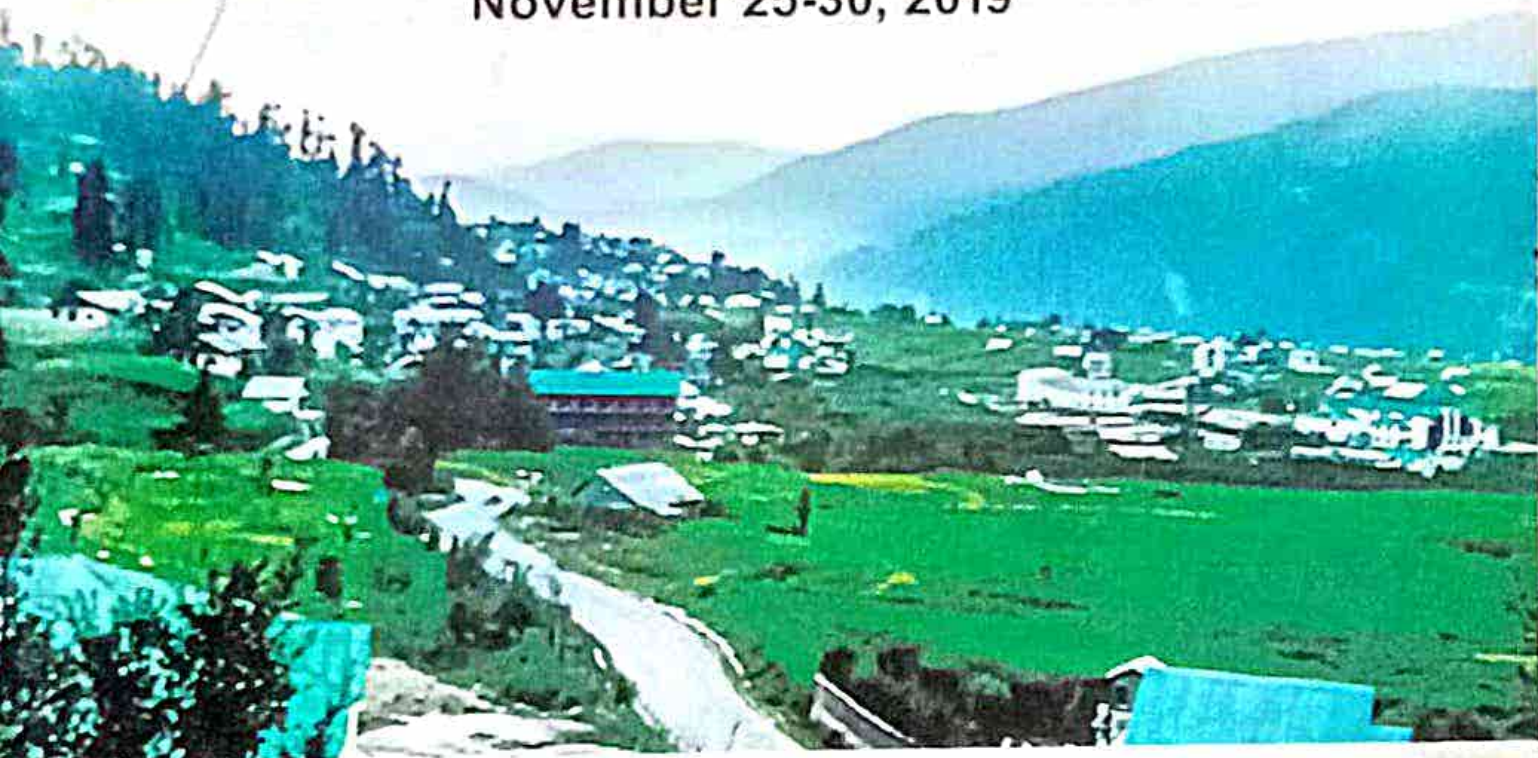
Hessi Payeen

Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019



Government of Jammu & Kashmir

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

- Name: Mohd Sultan Khattana
- Designation: Zonal Education Planning Officer
- Department/Place of posting: Education/Sogam
- Mobile No: 8699980920
- Email id: chandaymohdsultan@gmail.com
- Home District: Kupwara
- Date of visit: 25/26/27/28/29/30 November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Hisei Pagon
- Local Government Directory (LGD) code of the Panchayat: 7381
(To be sourced from Rural Development Department by DC)
- Name of CD Block: Qulshabud
- Name of Tehsil: Tiedgam
- Name of District: Kupwara

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 01
- No. of hamlets in the Panchayat: 07
- No. of households in the Panchayat: 330
- Population (approx.) of the Panchayat: 2237

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

S. No.	Department	Designation of the officer/official
1	Vifal Area/RDD	GRS
2	Khalida Begum/House	Asha
3	Mohd Yusuf PIR Education	Teacher
4	Mehmooda Begum ICDS	AWW
5	Ab Aziz Lom/Forest	Watcher
6	Mohd Anwar Khan Revenue	Darwazi
7	Sakeem Bone/Health	EMPHW
8	Gulshan Begum ICDS	AWW

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat: Yes/No/under construction ☒ No
If yes, whether functioning in: Own building/Other government building/Private building ☒ No
If no, whether land is available for construction of the Panchayat Ghar: Yes/No ☒
- Whether the BDC office has been established (in case the officer visits the Panchayat): Yes/No/Not applicable ☒ No

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 ✓	Not Available.
Computer/printer	Yes/No ✓	Yes/No ✓	- do -
Telephone facility	Yes/No ✓	Yes/No ✓	- do -

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: 19-11-2017

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

Date of last meeting held: 15-11-2017

iii. Whether the Karmay 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 ✓	Secretary Panchayat	Yes/No ✓		Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	Supervisor	Yes/No ✓		Yes/No ✓
ICDS (Honorarium)	Yes/No ✓		Yes/No ✓		Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	Headmaster	Yes/No ✓		Yes/No ✓
Own resources of Panchayat	Yes/No ✓	Secretary Pgt.	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: Already constituted.

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: 05 No 83.33% (to total)

d. Whether Action Plan has been approved by the DDC: Yes/No Yes

If no, reason thereof: Action plan not prepared yet.

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

No. of works started: 02 No. (33.3 % to total)

If no, reason thereof: _____

f. Who is issuing work order for works being executed under 14th FC (lick 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 Yes

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 Yes

If no, reason thereof: _____

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

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 Yes

(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 Yes

If no, reason thereof: Mid day meal was not served from last 3 months.

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

If no, reason thereof: Mid day meal was not served from last 3 months.

c. Whether the record on account of purchase of MDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No Yes

(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 Yes

b. If yes,

✓ Funds allocated to the Panchayat: Rs 27.32 lakh

✓ No. of works approved: 25

✓ No. of works started: 0

✓ No of works completed: 0

✓ No of Job Card holders in the Panchayat: 230

✓ No. of man days generated: 0

xi. Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/No Yes

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

If no, reason thereof: not prepared yet.

- xii. Whether subjects have been assigned by the Sarpanch to the Panch: Yes/No Yes
 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: office, Secretary, staff.
 a) Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
BDO	RDD	Yes/No <u>Yes</u>	
VLW	RDD	Yes/No <u>Yes</u>	
JE	RDD	Yes/No <u>Yes</u>	
CDPO	Social Welfare	Yes/No <u>Yes</u>	
TSWO	Social Welfare	Yes/No <u>Yes</u>	
Anganwadi Supervisor	Social Welfare	Yes/No <u>Yes</u>	
Headmaster/Principal/ZEO	School Education	Yes/No <u>Yes</u>	
I/c MDM	School Education	Yes/No <u>Yes</u>	
BMO	Health	Yes/No <u>Yes</u>	
Tehsildar/Naib-Tehsildar	Revenue	Yes/No <u>Yes</u>	
Patwari	Revenue	Yes/No <u>Yes</u>	
Agriculture Extension Official	Agriculture	Yes/No <u>Yes</u>	
Horticulture Extension Official	Horticulture	Yes/No <u>Yes</u>	
Village functionaries		Yes/No <u>Yes</u>	
Any other			

- b) Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries/any other schemes.

✓ Then co-operation by officials: Yes/No Yes

If yes, who _____ (specify)

✓ Then disclosure of funds available/schemes by officials: Yes/No Yes

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

✓ Delay in administrative approval by officials: Yes/No Yes

If yes, how long _____ (specify number of days)

✓ Officers not providing details of guidelines/schedule of beneficiaries: Yes/No Yes

✓ Any other difficulty, give details: _____

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

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

If not, likely date of completion: _____ (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 BZV1: Yes/No Yes

If yes, amount released: Rs. _____ lakh.

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

Likely date of completion: 19.04.2019 (date)

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

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
RDD	Cont./Imp. 9 Kiosk kiosk as clifford Panchayat	Yes	Good work
	At Tanta 0		
	Completed		

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

- Doctors/Paramedical/Other Health staff (Yes/No) ☒
- Teachers/PST Teachers (Yes/No) ☒
- Anganwadi Workers/Helpers (Yes/No) ☒
- PDO staff (Yes/No) ☒
- Junior 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.

Any department whose staff is absent most of the time _____

Any department whose officers/officials has not visited the Panchayat since BZV1 _____

Any department which has organized any event or camp or tour of senior officers in the Panchayat since BZV1 _____

vi. Areas of major complaints brought to notice.

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
Sanitation	RDD	Yes/No ☒	
-	-	Yes/No	-
		Yes/No	

vii. Major problems confronting the people

Major problem highlighted during BZV1	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.

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 st Meeting Date (27-9-2019)		2 nd Meeting Date (27-10-2019)	
S. No.	Department Designation	S. No.	Department Designation
1	ICDS AWM	1	ICDS AWM
2	RDD GRS	2	RDD GRS

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Health	EMPHM	3	Health	EMPHM
4	Education	Teacher	4	Education	Teacher
5	Health	Asst. Comm.	5	Health	Asst. Comm.
6	Dist. H.O.		6	Dist. H.O.	
7	RDD	Inspector	7	RDD	Inspector
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 Dist Portal. Yes/No

If no, reason thereof: _____

x. Whether the reasons 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
6	CFC Badugam	Good Governance	03 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:

Visiting Officer to fill approximate number of beneficiaries covered and approximate number left out

Scheme/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	6	6	0	0
Scholarship for Minority students	0	0	0	0
Pension - Old Age	53	—	—	21
Pension - Widow	20	—	—	—
Pension - Disability	02	—	—	—
PM Kisan Nidhi	—	—	—	—
Ayushman Bharat	—	—	—	—
PM Jeevan Jyoti Bima Yojana	—	—	—	—
PM Suraksha Bima Yojana	—	—	—	—
PM Awas Yojana - Gramen	—	—	—	—
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	230	6	—	N/A
Ladli Beti	0	0	0	0
Swachh Bharat Mission- Individual Household Toilets	80	—	—	—
PM Ujjwala Yojana	0	0	0	0
Ujala	250	—	—	—
Jandhan Account	100	0	0	0
PM Matri Vandana Yojana	—	—	—	—

* 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	330	Not available of pipes	—
Electricity connection	0	—	—

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B2V2/PD&MD/2019

* 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

i. Topography of the Panchayat Semi-Hilly/Hilly/Plain/Kandi ✓

ii. Major sources of irrigation Canal/Khuli/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: _____

vi. Whether the Panchayat has potential for drips/sprinkler irrigation Yes/No ✓

vii. No. of farmers who use drips/sprinkler irrigation in the Panchayat 0

viii. No. of farmers who intend to use drips/sprinkler irrigation 50 (Nos.)

ix. Any suggestions to improve irrigation facilities in the Panchayat:

Integration with Govt Water Conservation Tanks can be provided to the area.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx. 0 %age) ✓

ii. Are adequate HYV seeds available to the farmers Yes/No ✓

iii. If no, reasons thereof, Farmers not aware about HYV

B2V2/PD&MD/2019

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3. LOANING FACILITY AVAILABLE TO THE FARMERS

1. No of farmers who had taken Credit Card 50 (100)

2. No of farmers who have received loan facility through KSL during 2019
0 (100)

3. No of farmers who applied for KSL loan but not provided yet
0 (100)

4. Problems faced by farmers in availing KSL loan (tick wherever relevant)

- a) Difficult processes and procedures ☒
- b) Delay by concerned Dept ☒
- c) Delay by bank concerned ☒
- d) Any other problem, please specify _____

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

4. MARKETING INTERVENTIONS

1. How is agricultural/horticulture produce sold (tick wherever 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
No surplus produce

3. Any other suggestions for bringing improvements in the marketing of surplus agricultural/horticulture produce
Not enough sources

5. PROCESSING AND VALUE ADDITION CAPACITY

1. Do you any value addition for horticulture products (tick wherever relevant)

☒ Yes, please specify

2. For horticulture, specify the processing capacity

6. PROCESSING CAPACITY FOR PRODUCE

1. Processing mode of farmers, specify whether schemes of horticulture processing are implemented (tick wherever relevant)

2. Status of horticulture processing, equipped with processing machinery, better and more improved to provide new items

Sl. No.	Name of the processing unit	No. of horticulture processing machinery equipped	No. of horticulture processing units
1	Processing Unit	10	02
2	Processing Unit	0	0
3	Processing Unit	6	01
4	Processing Unit	0	0

Workshop to be conducted at Pgt level.

1. Set up new units for seed production
2. Irrigation facilities to be improved
3. Impart training to farmers about new systems of government
4. High yield seeds to be provided to farmers
- 5.

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

If no, the number of people in the Panchayat yet to get Aadhaar card 500

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-display of rates: Yes/No ✓
- g) POS machine not working: Yes/No ✓

h) any other: _____

iii. Number of FIRs registered in last 3 months: 0

a) Are people generally satisfied by response of Police to complaints: Yes/No

b) Is copy of FIR given to people: Yes/No ✓

c) Are people satisfied about the overall security situation in Panchayat: Yes/No

d) Any suggestions: _____

a. Are departmental staff available: Poor/Good/Very Good/Excellent

b. Are departmental staff responsive: Poor/Good/Very Good/Excellent

v. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries.

Department	Average time taken	Remarks/details, if any
Revenue	• 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	

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

v Any specific observation or complaint regarding any particular department PHE and PDD most electric poles and pipe line not available.

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 500
- iv Number of children in the age group of 4-14 years enrolled in the schools 500
- v Is there any higher/ higher Secondary school with more than 40% girl students. Yes/No ✓
- vi Whether RDO 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 RDO 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:

1	Urgent public requirements in order of priority (Max. 07)
1	250€ poles and Distribution Lines
2	2.3 Transformers of low voltage to 11kv metallic tower metallic and PIS metallic
3	Transformer metallic Link Road.
4	Passenger Stated Link road PIS metallic on 4 Road 11kv' passenger
5	Link Road from old Masjid Street to Chakrad compartment with metalizing iron.
6	Link Road from Gullu area to old Abdullah Long with metalizing iron.
7	Link Road from Baidly from 10 Bggh. At 100m.
8	Construction of 100m x 100m field. 100m x 100m.
II	Any major complaint brought to notice of the Visiting Officer.
	NO water supply available in PPT station.

iii Overall perception of functioning of the government

Good and Satisfactory

iv Overall assessment of what are suggestions:

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

It Transfered Facility to the District to the District College.

Signature of the visiting officer

Name