

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

1. Name: Dr. Sagar Arora
2. Designation: VAS
3. Department/Place of posting: Animal Husbandry / Solan
4. Mobile No: 9793472447
5. Email id: sagararora@gmail.com
6. Home District: Kangra
7. Dates of visit: 26/26/27/28/29/30, November 2019

B) LOCAL DETAIL OF PANCHAYAT:

1. Name of the Panchayat: Bhajpur - B
2. Local Government Directory (LGD) code of the Panchayat: 240065
(To be sourced from Rural Development Department DG)
3. Name of GD Block: Kalakot
4. Name of Tehsil: Kalakot
5. Name of District: Kangra

C) PANCHAYAT PROFILE:

1. No. of revenue villages in the Panchayat: 2
2. No. of hamlets in the Panchayat: 4
3. No. of households in the Panchayat: 64
4. Population (approx.) of the Panchayat: 348

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

S. No.	Department	Designation of the officer/official
1	Agribusiness	Asst
2	Social Welfare	TSHD
3	RWD	JE
4	PHC	Lawyer
5	Education	Teacher
6	PDD	JE
7	Vegetation and Floral culture	Master
8	Sheep husbandry	Asst

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

1. Whether Panchayat Ghar is available in the Panchayat: Yes/No
2. Whether Panchayat Ghar is available in the Panchayat: Yes/No
3. Whether Panchayat Ghar is available in the Panchayat: Yes/No
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100. Whether Panchayat Ghar is available in the Panchayat: Yes/No

2. FUNCTIONALITY:
- i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No
Date of last meeting held: 24/11/19
- ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No
Date of last meeting held: 10/01/19
- 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

confirm:

If no, Visiting Officer to get the register prepared in his/her presence and (Visiting Officer to physically check the register)

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

Facilities available in the Panchayat Raj Institutions:	Facilities available	Panchayat Office	BDC Office	Remarks
Telephone facility	<u>Yes/No</u>	<u>Yes/No</u>	<u>Yes/No</u>	
Computer/printer	<u>Yes/No</u>	<u>Yes/No</u>	<u>Yes/No</u>	
Furniture	<u>Yes/No</u>	<u>Yes/No</u>	<u>Yes/No</u>	

- iii. If not, whether the building for BDC office has been identified: Yes/No/Not applicable
- iv. Facilities available in the Panchayat Raj Institutions:

- 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: 21 No. (100 % to total)
- 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:
- (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.)
- | Name of the Scheme | Separate bank account opened | Official signatory other than Sarpanch | Funds received (Rs. in lakh) | Balance in the account as on date | Whether at least one transaction has been made |
|--|------------------------------|--|------------------------------|-----------------------------------|--|
| 14 th Finance Commission | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> |
| ICDS (Nutrition) | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> |
| ICDS (Honorarium) | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> |
| Mid Day Meals (MDM) | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> |
| Own resources of Panchayat | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> | <u>Yes/No</u> |
| Any other Scheme, If yes, indicate name. | | | | | |

- v. Bank Account opening and receipt of funds:

- iv. Integrated Child Development Scheme (ICDS):
- 1) Sarpanch ☒
 - 2) BDO ☐
 - 3) Others (specify): BPO
- f. Who is issuing work order for works being executed under 14th FC (tick one):
- g. Whether the works have been started: Yes/No
- No. of works started: 13 No. (61.9 % to total)
- h. If no, reason thereof: _____
- i. Whether Action Plan has been approved by the DDC: Yes/No
- j. Whether the record on account of purchase of nutrition and payment of honorarium is being maintained by the Panchayat: Yes/No
- k. Whether the record on account of purchase of nutrition and payment of honorarium is being maintained by the Panchayat: Yes/No
- l. If no, reason thereof: fund not transferred into joint account
- m. Is the Panchayat/Sarpanch paying honorarium to AWWs/Helpers directly at Panchayat level: Yes/No
- n. If no, reason thereof: _____
- o. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/No
- p. Also mention if it is being purchased by someone else: School will give separate
- q. Is the Panchayat/Sarpanch purchasing nutrition items at Panchayat level for use in the Anganwadi Centres of the Panchayat: Yes/No
- r. If no, reason thereof: joint account is still not functional
- s. Integrated Child Development Scheme (ICDS):

- x. MGNREGS:
- a. Whether MGNREGS Plan 2019-20 has been approved: Yes/No
 - b. If yes,
 - ✓ Funds allocated to the Panchayat: Rs 43.51 lakh
 - ✓ No. of works approved: 56
 - ✓ No. of works started: _____
 - ✓ No. of works completed: _____
 - ✓ No. of Job Card holders in the Panchayat: 295
 - ✓ No. of man days generated: 1044
 - c. Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/No
 - d. If yes, whether approved by the Gram Sabha: Yes/No
 - e. If no, reason thereof: _____
- xi. 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
 - b. If no, reason thereof: joint account funds not transferred into
 - c. Whether the Panchayat/Sarpanch is providing Mid day meal to the school children in the Panchayat: Yes/No
 - d. If no, reason thereof: _____
 - e. Also mention if it is being provided by someone else: _____
 - f. Whether the record on account of purchase of MDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No
 - g. (Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)

Department	Response	Remarks
Officer	Yes/No	
BDO	Yes/No	
VLW	Yes/No	
RDD	Yes/No	
JE	Yes/No	
CDPO	Yes/No	
Social Welfare	Yes/No	
TSWO	Yes/No	
Anganwadi Supervisor	Yes/No	
Social Welfare	Yes/No	
Headmaster/Principal/ZEO	Yes/No	
School Education	Yes/No	
Uc MDM	Yes/No	
BMO	Yes/No	
Health	Yes/No	
Tehsildar/Naib-Tehsildar	Yes/No	
Revenue	Yes/No	
Patwar	Yes/No	
Agriculture Extension Official	Yes/No	
Horticulture Extension Official	Yes/No	
Village Functionaries	Yes/No	
Any other	Yes/No	

- 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: Yes/No
- a) Whether full support and cooperation being provided by:

- i. Whether the construction work of playground inaugurated/started during the visit of the officer in BZV1 has been completed: Yes/No
- 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
- If yes, amount released: Rs. _____ lakh.
- Whether works identified in BZV1 have been started: Yes/No
- Likely date of completion: _____ (date)

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

- i. Whether the Panchayat facing any difficulty in execution of works, identification of beneficiaries/any other schemes: Yes/No
- Non co-operation by officials: Yes/No
- If yes, who: _____
- Non disclosure of funds available/schemes by officials: Yes/No
- Delay in preparation of estimates/technical sanctions by engineering staff: Yes/No
- Delay in administrative approval by officers: Yes/No
- If yes, how long: _____ (specify number of days)
- Officers not sharing details of guidelines/lists of beneficiaries: Yes/No
- Any other difficulty, give details: _____

iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after B2V-1, details thereof: *Not applicable*

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

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

a) Doctors/Paramedics/other Health staff
b) Teachers/Ret Teachers
c) Anganwari Workers/Helpers
d) RDD staff
e) JEs/other engineering staff
f) Agriculture/Horticulture staff
g) Animal Husbandry/Sheep Husbandry staff

(Yes/No) (Yes/No) (Yes/No) (Yes/No) (Yes/No) (Yes/No) (Yes/No)

Education and PPD

Any department whose staff is absent most of the time: *No*

Any department whose officers/officials has not visited the Panchayat even once since B2V1: *No*

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1: *No*

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vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
<i>upgradation of road from govt to panchayat</i>	<i>PWD</i>	<i>Yes/No</i>	
<i>land leveling at nature</i>	<i>RDD</i>	<i>Yes/No</i>	
<i>providing water to all hamlet</i>	<i>PHE</i>	<i>Yes/No</i>	

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
<i>Water supply</i>	<i>PHE</i>	<i>Yes/No</i>	
<i>lack of HS & HSS</i>	<i>School education</i>	<i>Yes/No</i>	
<i>Transport problem</i>	<i>Dept of Transport</i>	<i>Yes/No</i>	
<i>Bank</i>	<i>Finance Dept</i>	<i>Yes/No</i>	
<i>Lowest Migration facility</i>	<i>PHE & IFC</i>	<i>Yes/No</i>	

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S. No.	Department	Designation	S. No.	Department	Designation
1	PHE	Lusman	1	Social Welfare	Teacher
2	Sheep husbandry	Asm	2	Education	Teacher

- 1st Meeting Date (9/11/19)
- 2nd Meeting Date (24/11/19)
- i. Whether the GPD for the year 2019-20: Yes/No
- ii. Whether the schemes and activities approved under GPD 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
- 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
- v. Whether the officer should get it installed and confirm: Yes/No
- vi. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GPD Portal for preparation of GPD 2020-21: Yes/No
- vii. Whether the visiting officer to ensure that the meeting schedule is framed in his/her presence and confirm: Yes/No
- viii. Whether the frontline workers of the subjects transferred to the Gram Panchayats are participating in the scheduled Gram Sabha meetings: Yes/No
- ix. Whether the details of participation of frontline workers (Govt. functionaries) in the last two meetings: Yes/No

G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPD):

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(VLW to demonstrate the reports to the Visiting Officer)

- vii. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting: Yes/No
- viii. Whether the GPD Plans are being approved by the Gram Sabha: Yes/No
- ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No
- If no, reason thereof: _____

S. No.	Department	Designation	S. No.	Department	Designation
3	PDD	Je	3	Health	Physiotherapist
4	Agriculture	Aeo	4	Kpp	VLW
5	Education	Teacher	5	PDD	Lusman
6	Health	Tr. Pharmacist	6	Agriculture	Aeo
7	PDD	VLW	7	PHE	the supervisor
8	Social welfare	Teacher	8	Sheep husbandry	Asm

S. No.	Department	Designation	S. No.	Department	Designation
1 st Meeting Date ()			2 nd Meeting Date ()		

- (Visiting officer to read out the schemes from the pamphlet available)
- b. General Public : Poor/Satisfactory/Good/Excellent
- a. Elected representatives : Poor/Satisfactory/Good/Excellent
- v. Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats:
- iv. Whether any digital literacy training has been conducted for Sarpanches: Yes/No
- iii. Whether any exposure visit within JSK/Outside has been conducted: Yes/No
- ii. Quality of training: Poor/Satisfactory/Very Good/Excellent.

No of Elected Representatives	Place of training	Theme of training	No of days
2	Kapuri	KI-Act	10
2	Kaleote	Digital awareness	10

- i. Whether, the capacity building and training has been imparted to the elected representatives: Yes/No
3. CAPACITY BUILDING & TRAININGS:
- ii. Whether the issues raised during the audit are being redressed by the department concerned: Yes/No
- iii. Is the Social Audit Committee framed in BZV1 conducting social audit: Yes/No
- ii. 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
2. SOCIAL AUDIT:
- i. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GDP plan for 2020-21: Yes/No.

x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GDP plan for 2020-21: Yes/No.

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	295	-	-	-
Scholarship for Minority students	69	-	-	-
Pension - Old Age	85	85	-	-
Pension - Widow	21	21	-	-
Pension - Disability	31	48	-	-
PM Kisan Nidhi	431	40	-	-
Ayushman Bharat	110	50	Non-availability of net.	-
PM Jeevan Jyoti Bima Yojana	Data not available	-	-	-
PM Suraksha Bima Yojana	Data not available	-	-	-
PM Awas Yojana - Grameen	15	-	-	-
State Marriage Assistance Scheme	05	19	-	-

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

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

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Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	890			
Ladi Bati				
Swachh Bharat Mission- Individual Household Toilets	85	847	Non-availability of funds	
PM Ujjwala Yojana	502			
Ujala				
Jandhan Account	Not available			
PM Matsya Vandana				
Yojana				

ii. Visiting Officer to fill number of cases pending and fresh demands:

* 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.

Schemes/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	250	Non-availability of funds	
Electricity connection	100	Non-availability of funds	

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

ii) DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi
- Major sources of irrigation: Canal/Khuli/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify):
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient
- Are there any un-tapped irrigation sources in the Panchayat: Yes/No
- If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body: Canal)
- Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/no
- Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: _____
- No. of farmers who intend to use drip/sprinkler irrigation: _____ (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat: _____

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 7-70 %age)
- Are adequate HYV seeds available to the farmers: Yes/No
- If no, reasons thereof: _____

- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce: not applicable
- ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing: not applicable
- i. How is agriculture/horticulture produce sold (tick whichever relevant):
- Through organized market (mandi)
 - Through un-organized market
 - Any other, please specify: Butter system

4. MARKETING INTERVENTIONS:

- v. Suggestions for improving the process of availing loan under KCC: Bank offered need to be simplified
- d) Any other problem, please specify: Bank asking for 3 quarters
- c) Delay by bank concerned
- b) Delay by concerned Deptt.
- a) Difficult processes and procedures
- iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant):
- iii. No. of farmers who applied for KCC Loan but not provided so far: 181 + 25 Nos.
- ii. No. of farmers who have availed loan facility through KCC during 2019: 181 + 25 Nos.
- i. No. of farmers without Kissan Credit Card: (Nos.)

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

Agar + Animal + Sheep Husbandry

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	450	-
2	Dairy units	-	-
3	Sheep Units	-	13
4	Fish Ponds	-	04

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

6. INCREASING LIVESTOCK PRODUCTION:

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

- ✓ If yes, please specify:
- i. Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat: Yes/No
5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT:

- 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
- ii. Overall satisfaction level of the people about the ration shops:
Poor/Satisfactory/Good/Excellent
- i. 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: Approx. 300

j) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

1. CIP has scope for establishment of dairy units
2. Cultivation of horticulture crops
3. Setting up of poultry unit (as per the interest of people)
4. Ensure P.M. Fund, as CIP from external sources & under
5. Integrated farming as the CIP in scope

7. List 5 suggestions in order of priority which can help in increasing income of farmers/rural households:
- Subsidized rate
loan should be given to the households at
- iii. Suggestions for encouraging more households/farmers to set-up new units

Department	Average time taken	Revenue	Social welfare	Police Station	PHE
	• Within 1 month • More than 1 month	• Never • More than 1 month	• Never • More than 1 month	• Never • More than 1 month	• Never • More than 1 month
Remarks/details, if any					

- iv. Public perception:
- a. Are departmental staff available: Poor/Good/Very Good/Excellent
 - b. Are departmental staff responsive: Poor/Good/Very Good/Excellent
 - c. Are people satisfied about the overall security situation in Panchayat: Yes/No
 - d. Any suggestions: Furniture should be provided to Panchayat office
- iii. Number of FIRs registered in last 3 months:
- 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: Furniture should be provided to Panchayat office
- v. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries:

vii. Whether RDD has provided Sanitary Napkin Incinerator in the above Schools;

✓ If yes, details of schools: _____

v. Is there any High/Higer Secondary school with more than 40% girl students.

(Visiting officer to collect a copy of the Plan)

1. Whether land has been identified within Panchayat for collection and disposal of

	• Never	
v. Any specific observation or complaint regarding any particular department?		

Complaint regarding any particular department:	
PDD	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never
Any other	<ul style="list-style-type: none"> • Within 1 month • More than 1 month • Never

Scanned by TapScanner

Many daily rated/observed not getting due treatment of 4-1

- ① large no. of households of GIP, organized centres, health centres and schools are without water supply

Any major complaint brought to notice of the Visiting Officer.

(g) Community Hall, Hand Pumps for Pondoyang

our way around (see games) to investigate
veterinary centre in CP

6. Play ground for Primary school Children

5. Library for the Student

upgradation of sub centre (Health) to PHC

Primary school Phnom to middle school (no strength in the zone)

3. Upgradation of M.S. Drayage to High School Drayage and Low School Drayage

2. Amendments for Sub. Conts.

New water supply scheme needed in GP

9 (max: 0/)

GENERAL ASSESSMENT OF THE VISITING OFFICER: *Phal/076-B*

Signature of the visiting officer
 Name Dr. Ryan Ashraf

III	Overall perception of functioning of the government:	<p>As per the people views/discussion functioning of the government is good and favorable, but people asked to me if administration not paying heed towards their demands then there is no need to program any more.</p>
IV	Overall assessment of visit and suggestions:	<p>(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)</p> <p>After visiting institution/center/unit of different departments and physical interaction with people it is found that people of CP are satisfied with the functioning of government office, but environment need to be given for awareness and implementation of various govt schemes.</p>