

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:

- i. Name: Ravinder Kumar Mansotra
- ii. Designation: Supdt. Engineer
- iii. Department/place of posting: PWD, SE, Jammu - Kathua Circle.
- iv. Mobile No: 94191 50478
- v. Email id: sepudrbjks@gmail.com
- vi. Home District: Kathua
- vii. Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: Kharian
- ii. Local Government Directory (LGD) code of the Panchayat: 240708
(To be sourced from Rural Development Department/by DC)
- iii. Name of CD Block: Muran Sahib
- iv. Name of Tehsil: R-S. Pura
- v. Name of District: Jammu

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: ONE, Kharian
- ii. No. of hamlets in the Panchayat: THREE
- iii. No. of households in the Panchayat: 1050
- iv. Population (approx.) of the Panchayat: 5200

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

S. No.	Department	Designation of the officer/official
1	PHE	JE
2	RWD	JE, AEE
3	Agriculture	AE Assistant
4	Social Welfare	Craft Teacher, Supervisor
5	RDO	JE
6	Revenue	Naib Tehsildar, Patwari
7	ICDS	Anganwari Workers, Supervisor
8	PDD	Meter reader
9.	Health	MPW (Female)

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

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

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

iv. Facilities available in the Panchayati Raj Institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No ✓	Yes/No	Building Structure Complete. Finishing works pending.
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 — NA —

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: Panchayat Ghar under construction

2. FUNCTIONALITY:

i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No ✓

Date of last meeting held: 5.11.2019

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

Date of last meeting held: 27.09.2019

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 ✓

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		Yes/No		Yes/No
ICDS (Nutrition)	✓ Yes/No	Supervisor ICDS	✓ Yes/No	Rs 26,760/-	Yes/No ✓
ICDS (Honorarium)	✓ Yes/No	-do-	✓ Yes/No	NIL	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓		Yes/No		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: 18 No. (100 % to total)

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ICDS (Honorarium)	✓Yes/No	- do -	✓Yes/No	NIL	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓		Yes/No		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: 18 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: 3 No. (15 % to total)

If no, reason thereof: DSC under process

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

If no, reason thereof: Funds have been released in the joint A/C of Sarpanch & Supervisor ICDS

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: As per past practice School is managing Mid day Meal
- b. Whether the Panchayat/Sarpanch is providing Mid day meal to the school children in the Panchayat: Yes/No ✓
If no, reason thereof: As per past prevailing practice School is managing MDM
Also mention if it is being provided by someone else: By School Management
- 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 1.23 lakh
 - ✓ No. of works approved: 2
 - ✓ No. of works started: —
 - ✓ No of works completed: —
 - ✓ No of Job Card holders in the Panchayat: 64
 - ✓ No. of man days generated: work 390

- 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: Panchayat Resources are being managed by BDO.

- xii. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No
 If no, whether subjects have been assigned in presence of the visiting officer:
Yes/No
- xiii. Major challenges being faced by the Panchayat in functioning and execution of works:
- a) Whether full support and cooperation being provided by:

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

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

✓ Non co-operation by officials: Yes/~~No~~

If yes, who: _____ (specify)

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

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

✓ Delay in administrative approval by officers: Yes/~~No~~

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

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

✓ Any other difficulty, give details: _____

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

i. Whether the construction work of playground inaugurated/started during the visit of the officer in B2V1 has been completed: Yes/~~No~~ *Construction of drain in Ward no. 7, 8, 9.*
If not, likely date of completion: Not started yet (date)

ii. Whether any other works started during Back to Village-1 have been completed: Yes/~~No~~ *In progress - Road from main road TCP to onwards*

If not, list of such works and date by which they are likely to be completed:

(1) Road from main road TCP to onwards - March 2020

(2) Construction of drain in Ward no. 7, 8, 9 - March 2020

(3) _____

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

If yes, amount released: Rs 12-73 lakh.

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

Likely date of completion: March 2020 (date)

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

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/No)	Remarks:
PWD	1. Road from main road NTS College to Khanain	In progress	
	2. Bri		

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

- | | |
|---|----------|
| a) Doctors/Paramedics/other Health staff | (Yes/No) |
| b) Teachers/ReT Teachers | (Yes/No) |
| c) Anganwari Workers/Helpers | (Yes/No) |
| d) RDD staff | (Yes/No) |
| e) JEs/other engineering staff | (Yes/No) |
| f) Agriculture/Horticulture staff | (Yes/No) |
| g) Animal Husbandry/Sheep Husbandry staff | (Yes/No) |

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

Agriculture Dept.

Any department whose staff is absent most of the time: NA

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

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

of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
		Yes/No	
		Yes/No	
		Yes/No	

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Sambhagya Yojna to be implement in Panchayat	PDD	Yes/No	
Widow / Old Age Pension / Handicapped	Social Welfare Deptt	Yes/No	
Ayushman Bharat to be implemented in full	Health Deptt	Yes/No	
Wire conductors need replacement in whole of Panchayat	PDD	Yes/No	
Pending Toilets to be constructed	RDD	Yes/No	
PMAY schemes to be implemented	RDD		

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

- 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 **NA**

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
10	BDO Block	Panchayati Raj Act	3

- 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)

B2V2/PD&MD/2019

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

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

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for SC/ST/OBC students	10	—		
Scholarship for Minority students				
Pension - Old Age	11	45	Lack of funds	
Pension - Widow	45			
Pension - Disability	28			
PM Kissan Nidhi				
Ayushman Bharat	21	More than 200	Lack of proper survey	—
PM Jeevan Jyoti Bima Yojana				
PM Suraksha Bima Yojana				
PM Awas Yojana - Grameen	2	25		one Application of Sh. Prithvi Nath Sharma S/O Mr. Sh. Sarwan Dass R/o Brij Nagar, Khamain received & enclosed.
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				
Ladli Beti	8 light	5 fire	Under verification & processing	—
Swachh Bharat Mission— Individual Household Toilets				
PM Ujjwala Yojana				
Ujala				
Jandhan Account	25	—		
PM Matru Vandana Yojana	A - 9 B - 7 C - 4	17	Under verification & processing	—

* 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	65	Under processing and about 2000 m fresh pipeline to be laid.	—
Electricity connection	NIL	—	—

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

I) DOUBLING FARMERS INCOME:

1. IRRIGATION

- i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi ✓
- ii. Major sources of irrigation: Canal/Khuls/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify): _____
- iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient ✓
- iv. Are there any un-tapped irrigation sources in the Panchayat: Yes/No ✓
✓ If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body: _____ (tick as many as needed)
- v. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/no ✓
If yes, please specify: Check Dams on Bahol nallah & Brij Nagar Nallah
- vi. Whether the Panchayat has potential for drips/sprinkler irrigation: Yes/No ✓
- vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: NIL
- viii. 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 possibility of irrigation from Rambur Canal (Main) if the ^{new} Canal is allowed to pass through the Army Area, matter needs to be taken up with Defence Authorities.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

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

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant):
- a) Difficult processes and procedures ☐
- b) Delay by concerned Deptt. ☐
- c) Delay by bank concerned ☒
- d) Any other problem, please specify: Delay by Revenue deptt.
Process needs to be simplified
- v. Suggestions for improving the process of availing loan under KCC
- Process needs to be simplified and cases to be
expedited by Revenue deptt.

4. MARKETING INTERVENTIONS:

- i. How is agriculture/horticulture produce sold (tick whichever relevant):
- a) Through organized market (mandi) NO
- b) Through un-organized market yes
- c) Any other, please specify: _____
- ii. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing.
- The land holding is limited, the crop produce is
mostly for personal consumption
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:

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 	

vi. Any specific observation or complaint regarding any particular department:

Health deptt, veterinary deptt, Horticulture deptt
officials need to interact more with Panchayat functionaries.

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: _____

iv. Number of children in the age group of 4-14 years enrolled in the schools: _____

v. Is there any High/Higher Secondary school with more than 40% girl students: Yes/No

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

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Urgent public requirements in order of priority (Max. 07):
	<ol style="list-style-type: none"> 1. Construction of lane & drain from Shemshan ghet to House of Sh. Dinesh Rana & Construction of drainage channel to drain out Stagnating water at Ward No. 8: 8. 2. Construction of lane/drain from H/o Master Amar Nath to onwards and Construction of drain from H/o Raj Kumar to onwards 3. Construction of lane/drain to H/o from H/o Sh. Tek Chand alongwith Culvert at W. No. 5. 4. Lane/drain from H/o Kailash Chander to Mehraj Krishan Kaul at Ward No. 4. 3 5. Lane/drain from H/o Sh. Vikas Khandel to H/o Sh. Kewal Krishan Khandel at W. No. 9 3.00 6. Repair of drainage channel from the H/o Sh. Makhan Lal to onwards 7. upgradation of road from H/o Paras Ram to H/o Sh. Sat Pal at Ward. No. 4.
II	Any major complaint brought to notice of the Visiting Officer:
	<ul style="list-style-type: none"> - NO Compensation of Civil land given to owners of Panchayat Kharian by Defence Authorities. - Defence Authorities not allowing any type of Construction in Civil area adjoining their boundary wall. - Panchayat Ghar & Community Halls to be completed on priority. - H.S. & Middle School buildings needs renovation & upgradation. - Land for grave yard demanded by Christian Community. (request enclosed)

III	Overall perception of functioning of the government:
	Delay in execution of works & procedures.
IV	Overall assessment of visit and suggestions:
	(the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	<p>Appreciable step by the Govt.</p> <p>Suggestion : Should be implemented & executed in reasonable time frame.</p> <p>All depths need to interact more with Panchayat functionaries.</p>

Signature of the visiting officer

Name

Ravinder Kumar Mansotra
SE. PWD, Jammu - Kathua
Circle.

Nov 25 & Nov 26, 2019