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: MASOOD AHMED
ii. Designation: ASSISTANT DIRECTOR
iii. Department/place of posting: O/o Pr. Chief Conservator of Forests, J&K
iv. Mobile No: 9419679226
v. Email id: ahmad.masood6242@gmail.com
vi. Home District: Poonch
vii. Dates of visit: 25/26/27/28/29/30, November 2019 — 27-28th Nov. 2019

B) LOCATIONAL DETAILS OF PANCHAYAT

i. Name of the Panchayat: Rajdhani Upper
ii. Local Government Directory (LGD) code of the Panchayat (To be sourced from Rural Development Department by DC): 31
iii. Name of CD Block: Manjakote
iv. Name of Tehsil: Manjakote
v. Name of District: Rajouri

C) PANCHAYAT PROFILE

i. No. of revenue villages in the Panchayat: 01
ii. No. of hamlets in the Panchayat: 07
iii. No. of households in the Panchayat: 450
iv. Population (approx.) of the Panchayat: 1800

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

S. No.	Department	Designation of the officer/official
1	RDD	Secretary Pyt. GRS
2	Agriculture	AEA
3	Animal Husbandry	SVP
4	Education	Master Teacher
5	PWD	Work Supervisor
6	PHE	Work Supervisor
7	ICDS	Worker/Helper
8	Horticulture	Hort. Dev. officer
9.	PMGSY	JE
10		Panch Leader

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 ✓	1) Panchayat has been constituted for the first time. 2) Panchayat Ghar is not constructed as of now.
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: Secy. Pyt. was asked to prepare the same

2. FUNCTIONALITY:

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

Date of last meeting held: 14-11-2019

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

Date of last meeting held: 14-11-2019

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 ✓

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
14th Finance Commission	Yes/No ✓	Secy. Pyt.	Yes/No ✓	12,09,666/-	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	Supervisor	Yes/No	Passbook not issued yet	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	Supervisor	Yes/No	Passbook not issued yet	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	Head Teacher	Yes/No ✓	0.00	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: Committee constituted on 27-11-2019

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: 09 No. (100 % to total)

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

No. of works started: 05 No. 55 % to total

If no, reason thereof: The remaining works shall be started soon

g. 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: No detailed guidelines in this regard have been issued by the Deptt.

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

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: No guidelines have been issued by the Deptt. till now

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)

a. Whether Panchayat/Sarpanch is purchasing items at Panchayat level for serving Mid day meal in the schools: Yes/No

If no, reason thereof: No detailed guidelines in this regard have been issued by the Deptt. However financial transaction are done through Sarpanch

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

If no, reason thereof: No guidelines in this regard

Also mention if it is being provided by someone else: Head Teacher of School concerned

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 23.88 lakh
- ✓ No. of works approved: 36
- ✓ No. of works started: 05
- ✓ No. of works completed: Nil
- ✓ No. of Job Card holders in the Panchayat: 260
- ✓ No. of man days generated: 1323

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: No major source of Income to Pyt.

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	Yes/No	
VLW	RDD	Yes/No	
JE	RDD	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	
I/c MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Naib-Tehsildar	Revenue	Yes	
Patwari	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
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: More than two connection are shown by PDO against one household.

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: Not Started yet (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) NA

(2) NA

(3) NA

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: _____ (date)

[illegible] whether any work/s has/have been sanctioned/taken up/completed in the Panchayat after B2V1 (with Period)

Sector/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks
PWD	Road from [illegible] to [illegible]	[illegible]	Finish not [illegible] by contractor
Education	R.C.C. at [illegible] School	[illegible]	
ROD	[illegible] road [illegible]	Yes	
ROD	Sanitary complex, [illegible]	Yes	

[illegible] 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. ROD staff	(Yes/No) ✓
e. JE's/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

PWD/ROD/School Education/PMGSY

Any department whose staff is absent most of the time _____

Any department whose officers/officials has not visited the Panchayat even once since B2V1 Health Department

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

[illegible] to solve

Major area of complaint inside during B2V1	Department	Resolution of Complaint	Remarks
Reconstructing Building of [illegible] Block & more	Edu.	Yes/No ✓	
Shortage of [illegible] oil	[illegible]	Yes/No ✓	
Non sanctioning of PMAY Houses	ROD	Yes/No ✓	[illegible]

vii. Major problems confronting the people

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Replacement of damaged PHE pipes	PHE	Yes/No ✓	
Provision of Transformer/Poles/wires	POD	Yes/No ✓	Electricity complaint mostly off in the Pyt.
No Staff in SC, Lambi Bari from last one yr.	Health	Yes/No ✓	
Opening of one AH, Centre in Pyt.	Animal Husbandry	Yes/No ✓	
Opening of one Sheep Centre in Pyt.	Sheep Husbandry	Yes/No ✓	

[illegible] Minor Irrigation [illegible] Panchayat [illegible] Plan for 2020-21 [illegible]

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 social audit.

If no, reason thereof

ii. Is the Social Audit Committee formed in GPs conducting social audit regularly.

iii. Whether the issues raised during the audit are being addressed by the departmental concerned regularly.

If no, reason thereof: No Social Audit has been conducted / Social Committee was asked to get Social Audit conducted.

3. CAPACITY BUILDING & TRAININGS

i. Whether the capacity building and training has been imparted to the elected representatives regularly.

If yes, provide details

No of Elected Representatives trained	Place of training	Theme of training	No of days
08	Mangalaula	Gen. Awareness of various schemes	02

ii. Quality of training: Poor/Satisfactory/Very Good/Excellent

iii. Whether any exposure visit within state/outside has been conducted regularly.

If yes, Visiting Officer to record the experiences of the elected representatives about the visit: Poor/Satisfactory/Very Good/Excellent

iv. Whether any digital literacy training has been conducted for Corporators regularly.

If yes, quality of training: Poor/Average/Good/Excellent

v. Level of awareness among the elected representatives and general public about the schemes developed by 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)

4) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES

i. Visiting Officer to be appropriate number of beneficiaries covered and appropriate number of [illegible]

Schemes/Services	Beneficiaries covered (No.)	Pendency (applied but not sanctioned) (No.)	Reasons for pendency	Fresh applications submitted to visiting officer (No.)
Scholarship for SC/ST/BC students	Nil	325	Funds not available	Nil
Scholarship for Minority students	—	—	—	—
Pension - Old Age	50	50	No employee & lapse of [illegible]	07
Pension - Widow	15	10	-do-	04
Pension - Disability	10	05	-do-	02
PM Kisan Nidhi	210	70	Applications are o/s	—
Ayushman Bharat	05	No information	No due from [illegible]	—
PM Jeevan Jyoti Bima Yojana	No	Information	available	
PM Suraksha Bima Yojana	—	do	—	
PM Awas Yojana - Gramin	01	350	Items not included in IEC	—
State Marriage Assistance Scheme	Nil	No information	available	

Schames/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	550	—	—	—
Ladli Beti	NIL	No	Information	available
Swahch Bharat Mission–Individual Household Toilets	360	—	—	—
PM Ujjwala Yojana	50	10	—	—
Ujala		No	Information	available
Jandhan Account	600	—	—	—
PM Matru Vandana Yojana	—	No	Information	available

* *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	NIL	—	NIL
Electricity connection	NIL	NIL	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: Nallah at khoinal (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 drip/sprinkler irrigation in the Panchayat: NIL

viii. No. of farmers who intend to use drip/sprinkler irrigation: — (Nos.)

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

Water harvesting techniques can be encouraged in the Panchayat.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx: 40 %age)

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

iii. If no, reasons thereof: —

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

i. No. of farmers without Kissan Credit Card 90% (Nos.)

ii. No. of farmers who have availed loan facility through KCC during 2019 NIL Nos

iii. No. of farmers who applied for KCC Loan but not provided so far NIL Nos

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: ____

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

Need of organizing Special Camps for the purpose and for awareness of farmers

4. MARKETING INTERVENTIONS:

i. How is agriculture/horticulture produce sold (tick whichever relevant):

a) Through organized market (mandi) ____

b) Through un-organized market ✓

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.

There is no major surplus produce in the area, other than Maize selling of which can be facilitated by Deptt. of Agri.

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

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

i. Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat: Yes/No ✓

✓ If yes, please specify

Sr. No	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
1	Maize	Vegetables Fruits	
		Medicinal Plants etc	
	–	–	–

6. INCREASING LIVESTOCK PRODUCTION:

i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent ✓

ii. Status of households/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new units

S. No.	Sector	No. of households/farmers engaged	No. of households/ farmers interested in setting up new units
1	Backyard Poultry	NIL	20
2	Dairy units	NIL	30
3	Sheep Units	NIL	25
4	Fish Ponds	NIL	–

iii. Suggestions for encouraging more households/farmers to set-up new units

The Deptt. of AH/SH/Fisheries Can organize special Camps in the area to encourage farmers and to guide properly

7. **List 5 suggestions in order of priority which can help in increasing income of farmers/rural households:**

1.	Provision of basic facilities like Irrigation, better quality Seeds etc.
2.	Better Marketing facilities to the farmers
3.	Encouraging farmers to set up Dairy/ Sheep/ Poluty units
4.	The Deptt. of Horticulture Can ~~set~~ encourage farmers to set up walnut orchard.
5.	Formation of Co-operative societies in the Pyt..

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

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: _____

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

h) any other: _____

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

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: _____

iv. Public perception:

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	

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

vi. Any specific observation or complaint regarding any particular department: Sub Centre Lambi Bari is closed from more than one year.

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 300 Approx

iv. Number of children in the age group of 4-14 years enrolled in the schools: 290 Approx.

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

THE VISITING OFFICER: Rajbhawan U

I	Urgent public requirements in order of priority (Max 07)
	1. Replacement of damaged PHE, Pipes
	2. Community Hall at Eidgah, Dhar Gali
	3. Road from Toka to PS. Gala
	4. Reconstruction of damaged building of PS, Mall / MS Lambi Bari and completion of Building of HS, Dhar.
	5. Provision of Transformer at Sati Nallah and Nakka and Poles/wire as per requirement
	6. Culvert at Laam and Dongra Nallah
	7. Protection Wall to protect Graveyard near HS, Khorinar
II	Any major complaint brought to notice of the Visiting Officer
	The electricity in the area is major cause of concern to the inhabitants, which remains mostly off and there is shortage of Transformer/Poles and wires in the Pyt.

III	Overall perception of functioning of the government:
	Overall perception of public is good but some Deptt. like PHE/PDD/Agriculture have to focus ~~more~~ and put more efforts so that image of functioning of Govt can be further improved.
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 visit is successfull, but the public has demanded that the works identified during and issues raised during B2V1 shall be taken up on priority basis

28/11/19

Signature of the visiting officer

Name

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