



Message

In June 2019, Jammu & Kashmir embarked on a unique initiative 'Back to Village'. The project was both daunting and ambitious - a public outreach of the size and scale had never been attempted before, certainly not in a state like Jammu & Kashmir with its unique problems of geography, climate and law and order.

Undaunted by the trepidations and the naysayers, we decided to go ahead with the programme. The response of the programme exceeded our own expectations. Everywhere the village officers were welcomed, loved and honoured. The officers are treated with utmost of respect while receiving proper hospitality was for all a welcome - a true taste of the hospitality of the common people. The officers spent precious time with the people, fully involved, listening to the problems and working towards the challenges and difficulties they surfaced. For them, I will always cherish especially the special word of nature's greater home is that the beautiful forms of nature, for them, was a humbling experience as it took them the dignity and the total inclusion just like responding the myriad challenges of their existence. Just like the village officers generated by the programme that a friend of Shri Jagjit Singh, the late Prime Minister of India, said about the programme following which the Prime Minister made a mention of a 'Pravasi Manav Seva' Programme calling it a 'replica of development, growth, betterisation and social well-being'.

Encouraged by the success of the first edition of the programme, we have now decided to embark on its second phase. While the first phase of the programme was focused on providing medical and assessing health, the second phase, aimed at one more aspect, is the skill empowerment, education and rural housing. The launching of 'Ruralness' for education, health and housing will be a step towards the development of the village officers. The village officers will be the first to see the results of the programme and will be the first to see the results of the programme. The village officers will be the first to see the results of the programme and will be the first to see the results of the programme. The village officers will be the first to see the results of the programme and will be the first to see the results of the programme.

I am confident that our entire team will once again live up to the occasion and replicate the success of the first edition of the programme. I am also confident that the Deputy Commissioners and Administrative Secretaries will create the necessary conditions for the visiting officers to fulfil their role effectively. I am equally sure that this programme will evolve into an institutionalised, structured, governance programme which will not only be a genuine, undistorted ray of the ground but will also put the infamous red tape and help in delivering development better and faster.

(G. C. Murmu)



Chief Secretary
Jammu and Kashmir

B. V. R. Subrahmanyam
IAS

Message

One of the key elements of good governance is the empowerment of democratic institutions so that people become real partners in decision making. After the successful conduct of Panchayat Elections in 2018, it was essential to reach out to the people for getting their valuable feedback for making the functioning of the democratic institutions as vibrant and meaningful institutions of governance.

With a view to reaching out to every nook and corner of Jammu & Kashmir, the Government conceived 'Back to Village (B2V)' programme, the first of its kind in Jammu & Kashmir. The programme which was organized from June 20-27, 2019 across all 4483 Panchayats focussed on energizing Panchayats, collecting feedback on delivery of government schemes/programmes, capturing specific economic potential and undertaking assessment of needs of the villages. People came out in droves to welcome the visiting officers and appreciated the initiative of the government. The initiative was widely acknowledged with Prime Minister Mr. Narendra Modi mentioning it in 'Mann ki Baat' on 28th July 2019. The interface was visible and response so overwhelming and enthusiastic that some officers stayed in their Panchayats beyond the schedule.

Government has already released funds for the Panchayats to address the priority works identified during the first phase of B2V programme.

As B2V envisages equitable development of Panchayats with a sound financial base, it is expedient that the initiative is carried forward to assess the level of empowerment and institutionalization of the Panchayati Raj Institutions (PRIs) at the grassroot level viz-a-viz the impact of various flagship programmes and welfare schemes on the rural populace. The feedback so obtained will help the government to tailor the various central and other government schemes/programmes in improving delivery of village-specific services and making the village life better in terms of improved amenities and facilities. I am confident that B2V programme will evolve into an institutionalized, doorstep governance programme, which will help to deliver speedy and faster services and development.

I fervently appeal to Panchayat representatives as well as people to come forward to project their views before the visiting officers for strengthening the PRIs.

I would urge the Deputy Commissioners to coordinate the visit of officers to various Panchayat Halqas for better outcomes.

I am confident that our officers who will be a part of the B2V programme will work indefatigably to make the initiative a grand success.

(B. V. R. Subrahmanyam)

General Instructions for the Visiting Officer Back to Village 2 (B2V2)

- i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.
- ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.
- iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focussed programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. She/he must also be familiar with 14th FC, MDM and ICDS (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GPDP) and also ensure the constitution of various committees including Panchayat Biodiversity Committee.
- v. He/she shall hold detailed deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.
- vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.
- vii. The officer should assess the level of functionality of the Panchayat, infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold detailed meetings with Panchayat members and also officials.

- vi. The visiting officer should try and get an early start, ensuring that the village is visited as early as possible in the morning. The officer should try and get a good understanding of the village and its people. The officer should try and get a good understanding of the village and its people. The officer should try and get a good understanding of the village and its people.
- vii. It is important to all other villages that the visiting officer should try and get a good understanding of the village and its people. The officer should try and get a good understanding of the village and its people. The officer should try and get a good understanding of the village and its people.
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- xii. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner and higher level and deposit the B2V2 booklets and any other relevant documents that may have been handed over to him/her during the visit.

Suggested Activity Schedule for the Visiting Officer

Pre and Post Visit Activities

- Meeting with the Deputy Commissioner for collection of documents and briefing regarding the visit before going to the Panchayat
- Debriefing meeting with the Deputy Commissioner and submission of one copy of the filled-in booklet and other papers before leaving the district

Day 1

- Arrival in the Panchayat by 10 A.M. (capture picture)
- Attend the Gram Sabha
 - Read out the charter of Fundamental Duties
 - Discuss B2V1 report card, critical gap analysis report and obtain feedback on follow up of B2V1 activities
 - Unveil the GDPD booklet in the Gram Sabha
 - Get the resolution for approval of GDPD and MGNREGA passed in the Gram Sabha
 - Unveil the 14th FC plan booklet in the Gram Sabha
 - Inspect the four pass books- 14th FC, MDM, ICDS, Own Resources
 - Check the purchase record register for MDM and ICDS
 - Distribute the information flyers on Individual Beneficiary Based Schemes
 - Fill up those columns of the B2V2 booklet which require Gram Sabha responses
 - Distribute guidelines of government schemes which can help increase rural incomes e.g. Backyard Poultry, Dairy Entrepreneurship Scheme etc.
 - Get the Panchayat Biodiversity Committees constituted if not already constituted through a Panchayat (not Gram Sabha) resolution. The format for the resolution will be made available by the district administration
 - Check Panchayat Asset register and Infrastructure register. If the same is not available, the officer will get it prepared

- Collectivity of Panchayat Plastic Collection and Disposal plan

Get government list of individuals who are benefited of accessing individual/beneficiary oriented schemes but have not applied so far

Collect any community/ward-level that people may have knowledge with regard to non-satisfaction of benefits under individual/beneficiary oriented schemes

Get list of households without piped water/electricity connection

Day 1 Afternoon:

- Visit local schools, health institutions, AWCs, government assets, banks, water bodies, tubewell, electrification, important private enterprises.
- Visit other villages in the Panchayat.
- Evening informal interaction with PRA representatives, frontline government functionaries and prominent citizens to discuss and deliberate upon the core problems/issues being faced by the locals of the Gram Panchayat, and ways to increase rural incomes and energise village/micro industries.
- Capture evening interaction picture by 8.00 P.M.

Day 2:

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members
 - 1. Get various subjects/porfolios assigned to the panches by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - 1. Inspect the karnal register and make the Panchayat members aware about the requirement of monthly meetings as per the Act.
 - Check the digital signatures of Sarpanch/Panchayat Secretary/Administrator
 - 1. Assess the functionality of Panchayats and discuss the difficulties being faced by the Panchayat in carrying out its functions and development works.
- Formal interaction with
 - 1. Frontline government functionaries (Doctor/Teacher/Patwari/Anganwad Workers/ASHAs/ANMs/VLVI/PDS storekeeper/representatives of PHE, PDD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
 - 1. Social activists/NGOs
 - 1. Prominent citizens/retired teachers/Govt. employees/ex-servicemen etc.

Day 2 Afternoon:

- Visit the Panchayat Ghar/BDC office and check for furniture/computer
- Install board at land identified for Panchayat Ghar
- Lead *Grah Pravesh* Ceremony for completed PMA Y houses
- Inaugurate the previous B2V work and lay foundation stone for a new one
- Inspect B2V1/14th FC works/Languishing works/other developmental projects taken up
- Inaugurate the playground, lay the foundation stone for CSC, start one sports event
- Inaugurate/lay foundation stone of any other works which are available

Report to Village Z (BZVZ) Report

(Formal to be filled up by the Reporting Officer
during his/her 1st day visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER:

- i. Name: PAKESH SHARMA
- ii. Designation: H.D.O
- iii. Department/Place of posting: Horticulture/ARNAS
- iv. Mobile No: 9803250041
- v. Email id: pakeshsharma29@gmail.com
- vi. Home District: Kotliwa.
- vii. Dates of visit: 25/26/27/28/29/30 November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: SHERGARHI
- ii. Local Government Directory (LGD) code of the Panchayat
(To be sourced from Rural Development Department/by DC): 239062
- iii. Name of CD Block: CHASSARA
- iv. Name of Tehsil: CHASSARA
- v. Name of District: REASI

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 1 SHERGARHI 2 BANGLIKOTE
- ii. No. of hamlets in the Panchayat: 7 Wards
- iii. No. of households in the Panchayat: 410
- iv. Population (approx.) of the Panchayat: 2026

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

S. No.	Department	Designation of the officer/official
1	Health	FM PHW
2	RDD	VLW
3	Education	Teacher
4	Agriculture/Horticulture	AEA/Horti. Tech.
5	Social Welfare,	NYC AW
6	PHE Sheep Husbandry	Supervisor Stock Assistant
7	Revenue	Naib-Tehsildar
8	CAPD	TSO

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- 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
- 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	
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: 03-10-2019 ✓

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

Date of last meeting held: 08-11-2019

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

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 ✓	Panchayat Secretary	Yes/No ✓	20.00	Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	Supervisor	Yes/No ✓	0.60	Yes/No ✓
ICDS (Honorarium)	Yes/No ✓	Supervisor	Yes/No ✓	0.00	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	Ilc MDM	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: 15 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 13 No 40 % 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) _____

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: Lack of current guidelines

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 Not available, 2 funds

- 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 _____

- 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)

z. MGNREGA

- a. Whether MGNREGA Plan 2019-20 has been approved. Yes/No

- b. If yes,

✓ Funds allocated to the Panchayat Rs 30 lakh

✓ No. of works approved _____

✓ No. of works started _____

✓ No of works completed _____

✓ No of Job Card holders in the Panchayat 436

✓ No. of man days generated _____

- zi. 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 _____

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		
Patwan	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 Chief & Animal Husbandry, Social Welfare (specify)
ICDS

✓ 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: More than 4 months (specify number of days)

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

✓ Any other difficulty, give details: Communication gap b/w
field functionaries & PRIS.

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: _____ (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 B2V1: Yes/No

If yes, amount released: Rs _____ lakh.

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

Likely date of completion: _____ (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:
—	—	—	—
—	—	—	—
—	—	—	—
—	—	—	—
—	—	—	—

- 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, RDD & Horticulture

Any department whose staff is absent most of the time: Forest, Revenue, PWD, PMS & Youth Services.

Any department whose officers/officials has not visited the Panchayat even once since B2V1: Animal Husbandry, PWD, PMS

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

vi. Areas of major complaints brought to notice

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Construction of Renowned building for girls Technical at Sangli	PWD/RDD	Yes/No ✓	
Construction of road from Chaulour to Rajmang	PWD/RDD	Yes/No ✓	
Construction of Bridge at Harbagger Nallah	PWD/RDD	Yes/No ✓	

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Shortage of Staff in Sub-Centre & Infrastructure	Health	Yes/No ✓	
Road Connectivity	PWD & PWD/SY	Yes/No ✓	
Bank Branch & ATM	Bank	Yes/No ✓	
Shortage of Staff in Govt. Higher Sec. School Sangli	Education	Yes/No ✓	
Fruit & Vegetable Market / Mandi	Agriculture Marketing & planning	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 committed 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 Ghat 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 (14-12-2019)			2 nd Meeting Date (11-12-19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	RDD	VLW	1	Sheep Husbandry	Stock Assistant
2	Health	FMPHW	2	PHE	Supervisor

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	PHE	Supervisors	3	Social Welfare	Anganwadi Worker
4	Education	Teacher	4	Health	FMPHW
5	Horticulture	H.T.G	5	PDD	Linman
6	PDD	Linman	6	Education	Teacher
7	Social Welfare	Anganwadi Worker	7	Horticulture	Horticulture Technician
8	Agriculture	AEA	8	RDD Agriculture	VLW AEA

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: Internet problem

(VLW to demonstrate the reports to the Visiting Officer)

- i. Whether the critical gaps identified in the Panchayat during Mission Ambigade Survey 2019 are being bridged while preparing GDP 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 Panchayat 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/panel in (B2V) 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
7	Mural	-	3

- ii. Quality of training: Very Good/Excellent
- iii. Whether any workshop/work with self-help groups has been conducted? Yes/No
 If yes, training offered to assess the entrepreneurship of the elected representatives and the unit. Very Good/Excellent
- iv. Whether any digital literacy training has been conducted for beneficiaries? Yes/No
 If yes, quality of training: Very Good/Excellent
- v. Level of awareness among the elected representatives and general public about the schemes covered in Panchayat:
 a. Elected representatives: Very Good/Excellent
 b. General Public: Very Good/Excellent
 (Training offered to meet out the schemes from the pamphlet available)

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	—	94	Yet to be approved by Executive Off.	—
Scholarship for Minority students	—	—	Information not provided by the concerned.	—
Pension - Old Age	63	58	Yet to be approved by Secretariat	—
Pension - Widow	13	17	—	—
Pension - Disability	16	21	—	—
PM Kissan Nidhi	195	40	Beneficiary A/c no is not functional.	—
Ayushman Bharat	18	07	Internet problem	—
PM Jeevan Jyoti Bima Yojana	—	—	Information not provided by concerned	—
PM Suraksha Bima Yojana	—	—	Information not provided by concerned	—
PM Awas Yojana - Grameen	18	19	Yet to be approved by RDD	—
State Marriage Assistance Scheme	03	—	—	—

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (cases not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to district officer (Nos.)
NREGA Job Card	476	—	—	—
Latrine Pans	—	—	—	—
Swachh Bharat Mission—Individual Household Toilets	120	50	Interim provision	—
PM Ujjwala Yojana	200	90	Interim provision	—
Ujala	—	—	Information not provided by the Government.	—
Jandhan Account	35	—	—	—
PM Matru Vandana Yojana	37	—	—	—

* 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	200	Lack of Staff & Funds	—
Electricity connection	201	Lack of Funds	—

- Working Officer to discuss the list of individuals/households and make field connections. Request to also collect any applications and handover at district headquarters.

II DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Land
- Major sources of irrigation: Canal/Khuli/Tube well/Ponds/Springs/Water harvesting Tanks/Rain-fed/Other's (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 _____
- 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 (N/A)
- Any suggestions to improve irrigation facilities in the Panchayat:

Construction of water harvesting tank, Small ponds & Check Dam.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 40 %age)
- Are adequate HYV seeds available to the farmers: Yes/No
- If no, reasons thereof: _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS

- i. No. of farmers without Kisan Credit Card 117 (Nos.)
- ii. No. of farmers who have availed loan facility through KCC during 2019
55 Nos.
- iii. No. of farmers who applied for KCC Loan but not provided so far
65 Nos.
- iv. Problems being faced by farmers in availing KCC Loan (tick whichever 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

Opening of new Bank Branch at Sangli Kote (Chaphur)
and lend maximum farmers of adjoining panchayats

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.

Existing organized mandis should be upgraded
and sell their surplus produce.

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

Food processing & preservation units should be
established

5. DIVERSIFICATION TO HIGH VALUE CROPS/FRUIT

- i. Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat Territory

✓ If yes please specify

Sr No	Non remunerative crop/fruit	Potential for diversification towards the Crop/fruit	Remarks (if any)
	Mango	Kind, but flowered	
	Beans,	Use high yield varieties	
	—	High yield varieties of apple, walnut 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	100	—
2	Dairy units	950	—
3	Sheep Units	304	04
4	Fish Ponds	—	—

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

Concerned deptt. should offer more incentive to encourage more household to set up unit, and the people are very poor

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

- 1 Skill development center should be established to make population self reliant.
- 2 Diversification of agri & horticulture to wards high density / high yielding crops.
- 3 Food processing & preservation unit should be established.
- 4 People should be encouraged to avail maximum benefits of flagship schemes run by Central & State Govt.
- 5 Training should be provided to the farmers

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: 40%

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: 3 Nos.

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

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

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

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	

PDD	• 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
People have lot of resentment about department regarding non-implementation of women welfare schemes

K) OTHERS:

- Whether land has been identified within Panchayat for collection and disposal of plastic waste. Yes/No
- Whether Panchayat Plastic Collection and Disposal plan is ready. Yes/No
(Visiting officer to collect a copy of the Plan)
- Number of children in the age group of 4-14 years in the Panchayat 588
- Number of children in the age group of 4-14 years enrolled in the schools 588
- Is there any High/Higer Secondary school with more than 40% girl students. Yes/No
- Whether RDD has provided Sanitary Napkin Vending Machines in any of the above Schools. Yes/No/Not applicable
 - ✓ If yes, details of schools Higher Sec. School Sangli Kal.
 - ✓ If yes, whether the machine is functional. Yes/No
- 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:

1. Urgent public requirements in order of priority (Max. 10)

1. Construction of road from Kali Kassi to Upper Chanderkote by Harbagga

2. Construction of new building for primary school Lambikabish

3. Bank branch at Sangli Kote

4. Construction of new building for primary school Harbagga

5. Veterinary Centre at Shergarsi

6. Construction of new building for Laboratory & Library in Higher Secondary School Sangli Kote

7. Community Hall along with land is required to Junction of whole panchayat

8. Any major complaint brought to notice of the Visiting Officer.

Irregular supply of electricity, low voltage & maintenance of Road connectivity to cover all the villages of panchayat & schools

III. Overall perception of functioning of the government.

People are keen towards benefits being offered by various schemes to improve their economic condition. But lack of staff in various departments doesn't allow these benefits to reach poor of the poorest. Most of the people is left unattended due to shortage of staff in Panchayat level.

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 area is very far from district. H.B and basic essential requirement of life like roads, health, water, electricity are almost missing so improve upon condition of said Panchayat, immediately road should be constructed, Health Sub Centre should be upgraded and lack of staff in higher school affects on study of students.



Signature of the visiting officer

Name RAKESH SAHOTRA