



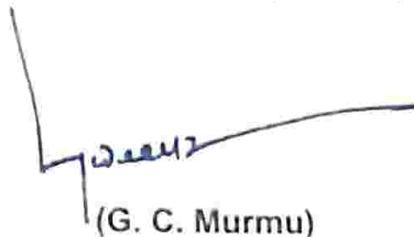
Message

In June 2019, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both daunting and ambitious - a public outreach of this 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 skeptics and the naysayers we decided to go ahead with the programme. The response of the programme exceeded our own expectations. Everywhere the visiting officers were welcomed, feted and honoured. The affection and respect with which officers were received across geographies was, for us, a testimony to the innate goodness and hospitality of the common people. The officers spent two days and a night with the people- living with them, eating the same food and learning first hand the challenges and difficulties of their existence. For many it was a unique learning experience - the *sweet lore of nature* brought home to them the *beauteous forms of things*, for others was a humbling experience as it laid bare to them the dignity which the rural population lives, notwithstanding the myriad challenges of their existence. Such was the enthusiasm generated by the programme that a resident of Shopian District wrote to the Hon'ble Prime Minister about this programme following which the Prime Minister made a mention of it in his *Mann ki Baat* Programme calling it a 'festival of development, public participation and public awareness'.

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 focussed on collecting feedback and assessing needs, the second phase intends to look more closely at the task of empowering, energising and institutionalizing the functioning of Panchayati Raj Institutions, invariably they will associate Panches/Sarpanches. The other objective of this edition of the programme will be to look at the various flagship programmes and individual beneficiary oriented schemes and learn more about the impediments, grievances which hampers their full implementation and their disposal also be ascertained. The visiting officers would also study agriculture and allied activities in the Panchayats, particularly with the objective of our national goal of doubling farmers' income by 2022.

I am confident that our entire team will once again rise 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 discharge their role effectively. I am equally sure that this programme will evolve into an institutionalized, doorstep governance programme which will not only be a genuine, unadulterated ear to the ground but will also cut 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 Panchayat Raj Institutions (PRIs) at the grassroots 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)

کتابت چارہ روزانہ

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.

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 GPDP booklet in the Gram Sabha.
 - Get the resolution for approval of GPDP 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.

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 PMAY 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

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: PUSHKAR RAJ
- ii. Designation: ASSISTANT CONTROLLER
- iii. Department/place of posting: LEGAL METROLOGY, REASI
- iv. Mobile No: 9906367003
- v. Email id: vickynewsheera@gmail.com
- vi. Home District: RAJOURI
- vii. Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- i. Name of the Panchayat: MAJRAKUND
- ii. Local Government Directory (LGD) code of the Panchayat
(To be sourced from Rural Development Department/by DC): 239861
- iii. Name of CD Block: CHASSANA
- iv. Name of Tehsil: CHASSANA
- v. Name of District: REASI

C) PANCHAYAT PROFILE:

- i. No. of revenue villages in the Panchayat: 2 nos.
- ii. No. of hamlets in the Panchayat: 9 wards
- iii. No. of households in the Panchayat: 488.
- iv. Population (approx.) of the Panchayat:
Census 2011 → 1763
Present → 2850 (according to sarpanch)

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

S. No.	Department	Designation of the officer/official
1	Revenue	Naib Tehsildar
2	Agriculture	Agriculture Extension Officer (AEO)
3	Rural Development Department	(i) Village Level Worker (VLW) (ii) GRS
4	Education	Teachers of all schools
5	Social Welfare	Supervisor.
6	Integrated Child Development Scheme (ICDS)	(i) Supervisor. (ii) Anganwadi Workers.
7	Health	(i) FMPHW of Local P.H.C. (ii) ASHA Worker
8	Animal Husbandary Forest	Stock Surgeon Forest Guard (FPF)

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	-
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 (Not Applicable)

- 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: 23/11/2019

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

Date of last meeting held: Not applicable

- 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	B.D.O.	✓ Yes/No	20 Lakh	Yes/No ✓
ICDS (Nutrition)	✓ Yes/No	Supervisor	✓ Yes/No	43000 =	Yes/No ✓
ICDS (Honorarium)	✓ Yes/No	Supervisor	✓ Yes/No	12150 =	Yes/No ✓
Mid Day Meals (MDM)	✓ Yes/No	Headmaster of school	✓ Yes/No	Nil	Yes/No ✓
Own resources of Panchayat	✓ Yes/No	NA	Yes/No	NA	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: No preference for this purpose made available

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: $\frac{22}{26}$ No. (85 % 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 $\frac{12}{26}$ No (46 % 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: Funds made available late and process of purchasing nutrition will be started shortly.

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: Funds made available late and no purchasing has been done.

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

If no, reason thereof: Still Supervisors are maintaining Records. But, PRIs only authenticate the records of payment.

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 explained

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

If no, reason thereof Not yet transferred to Panchayat

Also mention if it is being provided by someone else

MDM provided by School Headmaster.

- 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 Nil lakh

✓ No. of works approved 14

✓ No. of works started 10

✓ No of works completed Nil

✓ No of Job Card holders in the Panchayat 491

✓ No. of man days generated 7400 days

- 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 ✓

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: Extra Carriage charges for material as Panchayat has no intrapanchayat roads.

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 Not applicable.

If not, likely date of completion: _____ (date)

ii. Whether any other works started during Back to Village-1 have been completed: Yes/No (Four PMAY houses).

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 three 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
Rural Development Department	High St. Works	No	
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

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

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

In case any particular department has shown improvement, please specify

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

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

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

vi. Areas of major complaints brought to notice

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
(i) Mobile Connectivity (low network)	Tdcom	Yes/No ✓	-
(ii) Electricity Problem	PDO	Yes/No ✓	-
(iii) School building and infrastructure	Education	Yes/No ✓	-
(iv) Provision of health facilities	Health	Yes/No ✓	-

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Shortage of transformers for electricity	PDO	Yes/No ✓	-
Need of High School	Education	Yes/No ✓	-
Need of foot Bridge	RDO	Yes/No ✓	One foot bridge sanctioned at cost of ₹. 3 lacs.
Need for one dispensary in the Panchayat	Health	Yes/No ✓	-
Need of Tap water supply in houses	PHE	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: Prepared on 23/11/2019

- 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: Not explained

- 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: No allocation for 2020-21 yet made for this purpose.

- 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: Quorum of Gram Sabha not sufficient at this time for the purpose.

- 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 (20/10/19)			2 nd Meeting Date (23/11/19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	Revenue	Naiib Tehsildar	1	Revenue	Naiib Tehsildar
2	Agriculture	AEO	2	Agriculture	AEO

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	RDD	(i) VLW (ii) GRS	3	RDD	(i) VLW (ii) GRS
4	Social Welfare	Supervisor	4	Social Welfare	Supervisor
5	ICDS	Supervisor	5	ICDS	Supervisor
6	Health	FMPHW of PHC	6	Health	FMPHW of PHC.
7	-	-	7	-	-
8	-	-	8	-	-

If no, reason thereof: _____

- vii. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting : Yes/No

If no, Reason thereof: _____

- viii. Whether the GPDP Plans are being approved by the Gram Sabha: Yes/No

If no, reason thereof: _____

- ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal: Yes/No

If no, reason thereof: Due to Internet problem.

(VLW to demonstrate the reports to the Visiting Officer)

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

If no, reason thereof: Not explained

2. SOCIAL AUDIT:

- i. Whether the details with regard to the schemes being implemented by the Gram Panchayats are placed before the Gram Sabha on quarterly basis for carrying out audit: Yes/No ✓

If no, reason thereof: Not explained and no records made available

- 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: Not explained

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
9	Mahore	Training of newly elected Panches and Sarpanches	2 days

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

- iii. Whether any exposure visit within J&K/outside has been conducted: Yes/No ✓

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

- iv. Whether any digital literacy training has been conducted for Sarpanches: Yes/No ✓

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

- v. Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats:

a. Elected representatives : Poor/Satisfactory/Good/Excellent ✓

b. General Public : Poor/Satisfactory/Good/Excellent ✓

(Visiting officer to read out the schemes from the pamphlet available)

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

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		Nil		
	as stated by		Social welfare Department	
Scholarship for Minority students		Nil		
	as stated by		Social welfare Department	
Pension - Old Age	38	17	Quota shortage	Nil
Pension - Widow	8	8	Quota shortage	Nil
Pension - Disability	6	5	Quota shortage	Nil
PM Kisan Nidhi	165	Nil	-	Nil
Ayushman Bharat	403	346	Under process	Nil
PM Jeevan Jyoti Bima Yojana		Not made available		
PM Suraksha Bima Yojana		Not made available		
PM Awas Yojana - Gramin	45	10	Under process	Nil
State Marriage Assistance Scheme	2	2	Quota shortage	Nil

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	491	Nil	-	Nil
Ladli Beti	Not implemented as stated by concerned Department			
Swachh Bharat Mission- Individual Household Toilets	20	Nil	-	Nil
PM Ujjwala Yojana	Not ^{made} available			
Ujala	Not ^{made} Available			
Jandhan Account	35 (approx)	Nil	-	Nil
PM Matru Vandana Yojana	Not implemented as stated by the concerned			

* 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	Except for two wards (8 & 9) has no tap water supply.		Whole Panchayat
Electricity connection	323 Households uncovered due to lack of transformers.		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

- Topography of the Panchayat: Semi-Hilly ☒ Hilly ☒ Plain ☒ Kandi ☒
- Major sources of irrigation: Canal ☒ Khuls ☒ 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: _____ (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 drips/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 (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat: ☒

Most agricultural land is slopy, not ladder like, so any type of irrigation facility by any means can-not work.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. Nil %age)
- Are adequate HYV seeds available to the farmers: Yes ☒ No ☒
- If no, reasons thereof: No demand from farmers as they prefer locally produced seeds which are more adapted to the local climate.

3. LOANING FACILITY AVAILABLE TO THE FARMERS

- i. No. of farmers without Kissan Credit Card = 430 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
Not Available 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 Banks demand employed guarantors for securing loans (which no one is able to get)
- v. Suggestions for improving the process of availing loan under KCC
Banks should not demand guarantors other than land for loans upto some limit of amount.

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.
-
- iii. Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce.
- i) Farmers' cooperative can improve marketing of walnut, milk etc
- ii) Agriculture marketing wing should come forward to make specific market oriented interventions.

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.	-	Walnut plantations (brought walnut) may become very successful	
2.	-	High Density Apple plantations can be started as the climate of the area seems suitable for them.	

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	5.
2	Dairy units	Nil	6.
3	Sheep Units	Nil	Nil
4	Fish Ponds	Nil	3.

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

i) Awareness through camps at Panchayat level about different schemes. 1. set up new units (ii) Minimum procedural hurdles at the time of setting up of new units.

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

1 → Horticulture department can promote Walnut (grafted) and Apple (High Density) plantations as the area seems to be suitable for them. People already grow walnut successfully in the area.

2 → Dairying industry can augment income of the people. Most of the houses have two to four buffaloes of low quality with production. High milk yielding cows and buffaloes may be made available to farmers. Natural fodder is available in the panchayat in plenty for this purpose.

3 → Fish farming (Pisciculture) can be another income generating source along the banks of Majra lake on both sides.

4 → Poultry farming can be promoted for increasing income of farmers.

5 → People should be encouraged to make their fields baddan-like. The concerned department should intervene for this purpose. This will increase crop agricultural area as well as increase production of the income of farmers. Moreover, irrigation can be done easily in both types of fields.

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 1500 (approx.)

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 Nil

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	-

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:

PMGSY is not making estimate of compensation

for land and protection walls of houses on roads

K) OTHERS:

PMGSY Road passing through the village (under construction)

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 Not available

iv. Number of children in the age group of 4-14 years enrolled in the schools 467.

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

II GENERAL ASSESSMENT OF THE VISITING OFFICER:

Urgent public requirements in order of priority (Max 07):

1. → At least two electricity transformers needed urgently to solve electricity problem of the parochial (Two 75 Kva transformers needed).
2. → Two foot bridges needed ~~to~~ cross the Mayakute Malled where waters flow at a very fast rate and it becomes very difficult to find at during rains.
3. → Household water supply is lacking in the village. Scheme for this purpose need to be planned.
4. → School buildings are in a very deteriorated condition. Some schools are without building books or setting mats are lacking. Teachers are in shortage in smaller schools. These issues need to be taken by education department.
5. → No intra-village roads available in the Parochial. They need to be constructed on urgent basis.
6. → No bank branch is available in nearby area than Chennara. TSB Bank Branch need to be opened at suitable location near main road.
7. → Very poor mobile network connectivity is a major issue of parochial. More signal towers need to be set up in the parochial.

II Any major complaint brought to notice of the Visiting Officer:

- (1) Poor Mobile network.
- (2) Apathy on part of PWE department.
- (3) Low Voltage problem in the areas where light connections are available.
- (4) PMGSY not making estimates of compensation for land and protection walls for houses for PMGSY Road Linking the village (under construction PMGSY Road connecting Kunderdhar and Mannakute passing through this village)

III Overall perception of functioning of the government.

RDD, FCS & CA, Agriculture department are working actively in the area and people has a good perception of their working. People also know the limitation of some departments who are facing problems such as shortage of staff and cooperate fully with them. They have great expectations from the Govt. for solving their problems.

IV Overall assessment of visit and suggestions.

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

Panchayat terrain is hilly. People are faced with a lot of problems. They don't have clean drinking water facility. Most of the village households are without electricity (3-7 households have electricity connection). RDD has made much inroads in improving the living standards of the people and FCS & CA is providing ration supply uninterrupted. Two villages of the panchayat i.e. Majukhata and Band are separated by a Nallah which has no foot bridges to cross it and need atleast 3 foot bridges at different places to cross it.

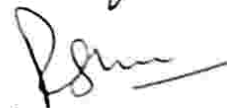
Suggestions :-> PDD should try to cover all the household by providing electricity connections and improve voltage by installing more transformers.

-> PHE should design scheme for covering all households for supplying drinking water. ^{Signature of the visiting officer} ^{Name} water are present in plenty in the panchayat for this purpose.

-> Mobile connectivity need to be improved.

-> Dairying, Poultry and Horticulture are potential areas for augmenting income of the people. The concerned departments may cater to this need of the people.

Signature of Visiting Officer.



Name :- PUCHKAR RAJ.