



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

K. Kacwan

Government of Jammu & Kashmir



Back to Village 2 (B2V2) - Rep01

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

A) DETAILS OF REPORTING OFFICER:

- Name: Dr. Abdul Rauf DO
- Designation: Lecturer
- Department/Place of posting: Education/GHSS Padlo
- Mobile No: 706713807
- Email id: drarouf@gmail.com
- Home District: Kulgam
- Dates of visit: 26/27/28/30, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Kirsuan
- Local Government Directory (LGD) code of the Panchayat: 245589
(To be sourced from Rural Development Department/ DC)
- Name of CD Block: Darsar
- Name of Tehsil: Darsar
- Name of District: Kulgam

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 03
- No. of hamlets in the Panchayat: 03
- No. of households in the Panchayat: 275
- Population (approx.) of the Panchayat: 2005

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

Sl. No.	Department	Designation of the Officer/Official
1	P.H.E	WHS Supervisor
2	DD	Se forage/GRS
3	Agriculture	AEH
4	PDD	inspector
5	Social welfare	Supervisor
6	Forestry	watcher
7	Education	Teacher
8	Sheep Subventary	

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 about 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 Panchayat 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: 21-11-2019

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

Date of last meeting held: 26-06-2019

iii. Whether the Karwal 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 signature other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether it is used for Panchayat work
14 th Finance Commission	Yes/No ✓		Yes/No ✓	14.27 Lakh	Yes/No ✓
ICDS (Nutrition)	Yes/No		Yes/No		Yes/No
ICDS (Honorarium)	Yes/No		Yes/No		Yes/No
Mid Day Meals (MDM)	Yes/No ✓	Handwritten	Yes/No		Yes/No ✓
Own resources of Panchayat	Yes/No ✓		Yes/No		Yes/No
Any other Scheme, If yes, indicate name	Nil	-	-	-	-

(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: 03 No. (____ % to total)

d. Whether Action Plan has been approved by the DDC: Yes/No Yes

If no, reason thereof: _____

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

No. of works started: _____ No. (____ % 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): _____

vii. 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 Yes

If no, reason thereof: _____

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

It is being purchased by Social Welfare Dept.

b. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/No Yes

If no, reason thereof: _____

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

If no, reason thereof: _____

It is being paid by Social Welfare department.

d. Whether the record on account of purchase of nutrition and payment of honorarium is being maintained by the Panchayat: Yes/No Yes

(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 Yes

If no, reason thereof: _____

It is being purchased by Education department.

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

If no, reason thereof: _____

Also mention if it is being provided by someone else: _____

School Education department.

c. Whether the record on account of purchase of MDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No Yes

(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)

x. MNREGA:

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

b. If yes,

✓ Funds allocated to the Panchayat: Rs 09 lakh

✓ No. of works approved: 02

✓ No. of works started: Nil

✓ No. of works completed: Nil

✓ No. of Job Card holders in the Panchayat: 146

✓ No. of man days generated: Nil

xi. Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/No Yes

If yes, whether approved by the Gram Sabha: Yes/No Yes

If no, reason thereof: _____

xii. Whether subjects have been assigned by the Sarpanch to the Pancha: 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
BOO	RDD	Yes/No ✓	
VLW	RDD	Yes/No ✓	
JE	RDD	Yes/No ✓	
CDO	Social Welfare	Yes/No ✓	
TSNO	Social Welfare	Yes/No ✓	
Angamwadi Supervisor	Social Welfare	Yes/No ✓	
Headmaster/Principal/ZEO	School Education	Yes/No ✓	
Uc MCM	School Education	Yes/No ✓	
BMO	Health	Yes/No ✓	
Tehsildar/Nab-Tehsildar	Revenue	Yes/No ✓	
Patwar	Revenue	Yes/No ✓	
Agriculture Extension Officer	Agriculture	Yes/No ✓	
Horticulture Extension Officer	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 officials: Yes/No ✓

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

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

✓ Any other difficulty, give details: Nil

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

I. Whether the construction work of playground inaugurated started during the visit of the officer in BZV1 has been completed: Yes/No ✓

If not, likely date of completion: Not applicable (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) yet to be stated

(2) //

(3) //

III. Whether any funds have been released for works identified in BZV1: Yes/No

If yes, amount released Rs. 4-63 lakh

Whether works identified in BZV1 have been started: Yes/No ✓

Likely date of completion: _____ (date)

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

a) Doctors/Paramedics/Other Health staff	(Yes/No)
b) Teachers/Rat Teachers	(Yes/No)
c) Anguwan Workers/Helpers	(Yes/No)
d) RDO staff	(Yes/No)
e) JES/other engineering staff	(Yes/No)
f) Agriculture/Horticulture staff	(Yes/No)
g) Animal Husbandry/Sheep Husbandry staff	(Yes/No)

School Education and RDD

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Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
		Yes/No	
		Yes/No	
		Yes/No	

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
TAP WATER INSTEAD OF FERTIGATION	P.H.E	Yes No ✓	
Non-availability of float protection pump at Vishambhar	P.D.D	Yes No ✓	
Irrigation lines Irrigation canals	P.D.D	Yes No ✓	
Construction of pipelines One tractor stuck near mosque street Compensation paid by PDS	P.D.D	Yes No ✓	Work has been approved
Cable wiring in whole panchayat for electricity	P.D.D	Yes No ✓	

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G) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

i. Whether the GPDP for the schemes transferred to the Gram Panchayats have been prepared for the year 2019-20: Yes/No

If no, reason thereof: _____

ii. Whether the schemes and activities approved under GPDP for 2019-20 are under implementation: Yes/No: ✓

iii. Whether Panchayat-wise disaggregation of the resources earmarked for the schemes for 2020-21 has been done by the Sectoral Officers: Yes/No

If no, reason thereof: _____

iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Char 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 (21-10-19)		2 nd Meeting Date (Not held)	
S. No.	Department	S. No.	Department
1	Forstery	1	Wardhar
2	Agriculture	2	AGH

BZVZ/PDS&MD/2019

1 st Meeting Date (21-10-19)			2 nd Meeting Date (Not held)		
S. No.	Department	Designation	S. No.	Department	Designation
3	Education	Teacher	3		
4	ICDS	Anganwadi worker	4		
5	P.H.E	Supervisor	5		
6	RDD	VLM	6		
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: _____

(VLW to demonstrate the reports to the Visiting Officer)

BZVZ/PDS&MD/2019

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

If no, reason thereof: _____

2. SOCIAL AUDIT:

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

If no, reason thereof: _____

ii. Is the Social Audit Committee framed in BZVI conducting social audit: Yes/No

iii. Whether the issues raised during the audit are being redressed by the departmental 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
01	D.P.O Kulpam	Capacity building for Panchayats	03

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.

Level of awareness among the elected representatives and general public about the schemes developed 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 (st. filed but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for SC/ST/OBC students	42	42	Non-availability of funds	Nil
Scholarship for Minority students	03	03	-do-	Nil
Pension - Old Age	33	45	Non-availability of funds	Nil
Pension - Widow	29	42	-do-	Nil
Pension - Disability	10	13	-do-	Nil
PM Kisan NCM	189	19	Interest of farmers	Nil
Ayushman Bharat	120	01		Nil
PM Jeevan Jyoti Bema Yojana	Nil	-	-	Nil
PM Suraksha Bema Yojana	Nil	-	-	Nil
PM Awas Yojana - Gramin	01	01	Due to pendency in village	Nil
State Marriage Assistance Scheme	06	Nil	-	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	146	NIL	-	-
Ladli Beti	NIL	Not launched yet in Kalagam district.	-	-
Swachh Bharat Mission- Individual Household Toilets	436	149	Non-availability of funds	NIL
PM Ujjwala Yojana	454	NIL	-	-
Ujala	125	194	Scheme closed	-
Jandhan Account	Not available.	-	-	-
PM Aashirvada Yojana	32	14	Non-availability of internet.	-

* 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.

a. 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.)
Tapped water connection	06	Nearly completed houses.	-
Electricity connection	NIL	-	-

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

1) DOUBLING FARMERS INCOME:

i. IRRIGATION

i. Topography of the Panchayat: Semi-Hilly/Hilly/Plain/And

ii. Major sources of irrigation: Canal/Khad/Tube well/Ponds/Springs/Water harvesting/Tank/Rainfed Others (please specify) _____

iii. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Not sufficient _____

iv. Are there any un-tapped irrigation sources in the Panchayat: Yes/No _____

✓ If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body): _____ (tick as many as needed)

v. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/No _____

If yes, please specify: _____

vi. Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No _____

vii. No. of farmers who use drip/sprinkler irrigation in the Panchayat: Nil _____

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

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

Cerrete land should be converted, while as old ones be repaired.

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx. 15 %age)

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

iii. If no, reasons thereof: high cost and non-availability on time.

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kissan Credit Card 230 (Nos)
- No. of farmers who have availed loan facility through KCC during 2019
16 Nos.
- No. of farmers who applied for KCC loan but not provided so far
NIL Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
 - Difficult processes and procedures ☒
 - Delay by concerned Deptt. ☐
 - Delay by bank concerned ☐
 - Any other problem, please specify: ☐
- Suggestions for improving the process of availing loan under KCC
- Nil -

4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi) ☐
 - Through un-organized market ☒
 - Any other, please specify: ☐
 - If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing.
There is no surplus produce.
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:
- Nil -

5. DIVERSIFICATION TO HIGH VALUE CROPPING:

- Is there any scope/potential for diversification towards high value crops/vegetables in the Panchayat? Yes/No ☒ Yes

If yes, please specify:

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

6. INCREASING LIVESTOCK PRODUCTION:

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

S. No.	Sector	No. of household/farmers engaged	No. of household/farmers interested in setting up new units
1	Backyard Poultry	<u>NIL</u>	<u>NIL</u>
2	Dairy units	<u>NIL</u>	<u>NIL</u>
3	Sheep Units	<u>10</u>	<u>NIL</u>
4	Fish Ponds	<u>NIL</u>	<u>NIL</u>

iii. Suggestions for engaging more households/farmers to sell up new units.

The people should be made aware about the schemes of animal/sheep husbandry department.

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

1. Training and awareness camps for farmers
2. Supply of high yielding seeds at low rates.
3. Proper fertiliser dosage after soil analysis.
4. Plant protection machinery at subsidised rates.
5. Organise fair camps for farmers outside shops.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE:

1. 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: 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 of the High School of Khuman is lacking accommodations and is understaff.

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: N/A

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

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

vi. Whether RDD has provided Sanitary Napkin Vending Machines in any of the above Schools: Yes/No/Not applicable

✓ If yes, details of schools: _____

✓ If yes, whether the machine is functional: Yes/No

vii. Whether RDD has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable

✓ If yes, whether the incinerator is functional: Yes/No

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

1	Urgent public requirements in order of priority (Max. 07)
	The High School in Khuman is in desperate need for repairing 1. wall, toilets and classrooms.
2.	Flood protection bund on Vethu Nalla at Laispora
3.	Irrigation ditch from Sholapora to Shadalar.
4.	Footpath from NH-44 to Gomukh.
5.	Construction of P/wall near Mchd. Youth host in others in Khuman.
6.	Fertilization plan for Panchayat.
7.	Protection fund near Natar Singh and advised Choke-palpora, Shabkhat and Laispora
II	Any major complaint brought to notice of the Visiting Officer:
	A Primary School had been constructed at Raugh Bazar Khuman, which is not accessible and is distant as the education department has merged it with High School. This building has become a nuisance as it has become a safe haven for drug peddlers. The people are demanding it to be transferred to health department as medical dispensary running from a rented room.

III Overall perception of functioning of the government:

The people are skeptical about the functioning of Govt owing to prevailing condition in the state, which may change in due course of time.

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 people in Pambayal Halsa are not aware of the flagship programmes of Govt, especially the individual beneficiary oriented schemes. The concerned department should organise awareness camps in the Pambayal Halsa.

Signature of the visiting officer

Name Dr. Abdul Rauf Dar.

Deputy HSS Poonoo Kund
Kulgam.