

Block to Village 2 (B2V2) Report

(Form to be filled up by the Reporting Officer during the last two days visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER

1. Name: Nikhil Kumar Saini
 2. Designation: Assistant Engineer
 3. Department/Place of posting: Recon Division Rohtak
 4. Mobile No: 94192-63628
 5. Email id: khushi2003@gmail.com
 6. Home District: Rohtak
 7. Date of visit: 25/07/2019 November 2019

B) LOCAL DETAILS OF PANCHAYAT

1. Name of the Panchayat: Bojwari Saini
 2. Local Government Directory (LGD) code of the Panchayat: 240017
 3. (To be sourced from Rural Development Department by DC)
 4. Name of CD Block: (old) Budahtal
 5. Name of Tehsil: Kolekhan
 6. Name of District: Rohtak

C) PANCHAYAT PROFILE

1. No. of revenue villages in the Panchayat: 1 Bojwari Saini
 2. No. of Hamlets in the Panchayat: 02
 3. No. of Households in the Panchayat: 373
 4. Population (approx.) of the Panchayat: 2735 (As per census 2011)

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

S. No.	Department	Designation of the officer/official
1	LDD	T.A. - 0985
2	Food	Junior Engineer JE
3	Education Dept.	Teachers
4	Health Dept.	Head master - 02 min.
5	Forest Dept.	Forest Guard
6	Soil Conservation Dept.	Forest Guard
7	Water Supply Dept.	Water supply
8	Revenue	Revenue

E) FUNCTIONALITY OF THE GRAM PANCHAYAT

1. INFRASTRUCTURE

1. Whether Panchayat Chair is available in the Panchayat: Yes/No
 2. If yes, whether functioning in: Own building/Other government building/Private building
 3. If no, whether land is available for construction of the Panchayat Chair: Yes/No
 4. Whether the BDC office has been established (in case the office visit 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: 12-10-2019

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

Date of last meeting held: 30-06-2019

iii. Whether the Karwai register is being maintained by the Panchayat Secretary: Yes/No ✓

(Officer to inspect the register)

iv. Whether the Sarpanch/Administrator/Panchayat Secretary have digital signatures: Yes/No ✓

v. Bank Account opening and receipt of funds

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether at least one transaction has been made
14 th Finance Commission	Yes/No ✓		Yes/No ✓		Yes/No ✓
ICDS (Nutrition)	Yes/No ✓		Yes/No ✓		Yes/No ✓
ICDS (Honorarium)	Yes/No ✓		Yes/No ✓		Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓		Yes/No ✓		Yes/No ✓
Own resources of Panchayat	Yes/No ✓		Yes/No ✓		Yes/No ✓
Any other Scheme, If yes, indicate name	—	—	—	—	—

(Visiting Officer to personally check the Passbook and enter the above details. He/she will also check that the bank account is in the name of the Panchayat and operated by Sarpanch.)

vi. Whether Panchayat Biodiversity Committee has been constituted: Yes/No ✓

If no, the visiting officer to ensure that the Committee is constituted in his/her presence and confirm: on 25-11-2019

vii. 14th Finance Commission Award

a. Whether 4 year Action Plan 2016-20 has been prepared: Yes/No ✓

b. Whether the detailed estimates for all works have been prepared: Yes/No ✓

c. No. of works for which estimates have been prepared 11 Nos (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 25 No. (35 % 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 ✓

If no, reason thereof: _____

Also mention if it is being purchased by someone else: Department purchases from self

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: Department pays honorarium through income

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: Education Dept purchase (MDM) at his own

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: It is provided by the Education Dept.

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 _____ lakh

✓ No. of works approved 71 Nos

✓ No. of works started 06 Nos

✓ No. of works completed Nil

✓ No. of Job Card holders in the Panchayat 507

✓ No. of man days generated _____

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: _____

- 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 ✓	
Tensildar/Naib-Tensildar	Revenue	Yes ✓	
Patwar	Revenue	Yes/No ✓	
Agriculture Extension Official	Agriculture	Yes/No ✓	
Horticulture Extension Official	Horticulture	Yes/No ✓	
Village functionaries		Yes/No ✓	
Any other	—	—	

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

✓ Non co-operation by officials. Yes/No ✓

If yes, who: _____ (specify)

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

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

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

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

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

✓ Any other difficulty, give details: _____

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

- i. Whether the construction work of playground inaugurated/started during the visit of the officer in B2V1 has been completed: Yes/No ✓

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

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

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. 0.50 lakh.

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

Likely date of completion: Completed (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:
RDD	DI wash at Bariduar still		

- 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) JE/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

RDD Education has improved

Any department whose staff is absent most of the time _____

Any department whose officers/officials has not visited the Panchayat even once since B2V1 Agriculture, Horticulture, RDD, Animal Husbandry

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

B2V2/PD&MD/2019

- vi. Areas of major complaints brought to notice

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
ICDS Social welfare Dept	Social welfare Dept	Yes/No ✓	
Forest/Social Dept Forestry	Forest Dept	Yes/No ✓	
Agriculture Horticulture	Agriculture Dept Horticulture Dept	Yes/No ✓	

- vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Public transportation	Transport	Yes/No ✓	
Medical facilities	Health	Yes/No ✓	
Poor Sanitation due to illiteracy	RDD	Yes/No ✓	
Poor Education facilities	Education Dept	Yes/No ✓	
Infrastructure development like Irrigation, PHE and Electricity	Irrigation PHE RDD	Yes/No ✓	

B2V2/PD&MD/2019

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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 Ghar or at some prominent place. Yes/No

If no, the officer should get it installed and confirm: _____

- v. Whether the meeting schedule of Gram Sabha has been prepared and uploaded on GPDP Portal for preparation of GPDP 2020-21. Yes/No

If no, the visiting officer to ensure that the meeting schedule is framed in his/her presence and confirm: _____

- vi. Whether the frontline workers of the subjects transferred to the Gram Panchayats are participating in the scheduled Gram Sabha meetings. Yes/No ✓

If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings

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

1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	—	—	3	—	—
4			4		
5			5		
6			6		
7			7		
8			8		

If no, reason thereof: Previous date of meeting was scheduled at 7-11-2019 was postponed due to bad weather

- 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)



- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya 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 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 B2V1 conducting social audit. Yes/No

- iii. Whether the issues raised during the audit are being redressed by the department concerned. Yes/No

If no, reason thereof _____

3. CAPACITY BUILDING & TRAININGS:

- i. Whether, the capacity building and training has been imparted to the elected representatives. Yes/No

If yes, provide details

No of Elected Representatives trained	Place of training	Theme of training	No of days
Sarpanch 01	Rajouri	Overall	7 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	ST = 306 BC = 23 219	Nil	-	Nil
Scholarship for Minority students	-	-	-	-
Pension - Old Age	27 HH	150	Delayed in office	-
Pension - Widow	08	40	- do -	-
Pension - Disability	19	50	- do -	-
PM Kisan Nidhi	-	-	-	-
Ayushman Bharat	-	-	-	-
PM Jeevan Jyoti Bima Yojana	-	-	-	-
PM Suraksha Bima Yojana	-	-	-	-
PM Awas Yojana - Gramin	-	-	-	-
State Marriage Assistance Scheme	12 HH	30 HH	Delayed in office	-

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	567 Nos	Nil	—	—
Ladli Beti	—	—	—	—
Swachh Bharat Mission-Individual Household Toilets	35 Nos	240 Nos	fund not available	—
PM Ujjwala Yojana	245	150	under process	—
Ujara	140	133	(not supplied)	—
Jandhan Account	180	350	under process	—
PM Matsy Vandana Yojana	—	—	—	—

* 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	368	pipe line not installed	Nil
Electricity connection	Nil	—	—

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

1) DOUBLING FARMERS INCOME:

1. IRRIGATION

- Topography of the Panchayat Semi-Hilly/Hilly/Plain/Kandi
- Major sources of irrigation Canal/Khurs/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 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 50 (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat

Rain water harvesting

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 50 %age)
- Are adequate HYV seeds available to the farmers Yes/No ✓
- If no, reasons thereof, _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kissan Credit Card 320 (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019
30 Nos
- No. of farmers who applied for KCC Loan but not provided so far
10 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
Farmers are facing difficulty to have a good service
as interest (cc loan) should be provided

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

5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

- 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	apricot		very much scope
②	Pass		—
③	mango/ apple		—

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent
☒ Satisfactory
- 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	15 nos
2	Dairy units	nil	25 nos
3	Sheep Units	nil	50 nos
4	Fish Ponds	nil	85 nos

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

Subsidy should be given to farmers to set-up new units through different inputs

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

1	Establishment of Tourism spot in GP at Patti (Pop)
2	Need to promote Extensive farming (ie. to bring more land under cultivation)
3	Establishment of modern Sheep and goats farming
4	Dairy farming
5	Poultry farming

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 10%

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 _____

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	

III Overall perception of functioning of the government

Expt. functioning of different Dept. have improved their working since the B2-41 programmes in the Urban Panchayat.

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 suggestion is revised that P.R.Es should be improved to smooth functioning of Urban Panchayat.

Signature of the visiting officer

Name Mohd. Muski Khan

Assistant Engineer

P. No. 74192-67628.