

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:

- Name: Mohd. Naveed Mushtaq
- Designation: Local Level
- Department/Place of posting: Education (HSS. Bachelr)
- Mobile No: 9855940343
- Email id: mushtaqnaveed1984@gmail.com
- Home District: Rajouri
- Dates of visit: 25/06/2020/29/06/30/ November 2019

B) LOCAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: SARAI
- Local Government Directory (LGD) code of the Panchayat: 239972
(To be sourced from Rural Development Department by DC)
- Name of CD Block: BUDHAI
- Name of Tehsil: Koteraewala
- Name of District: Rajouri

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: SHARAKHORI
- No. of hamlets in the Panchayat: 20
- No. of households in the Panchayat: 486
- Population (approx.) of the Panchayat: 2990

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

S. No.	Department	Designation of the officer/official
1	ICDS BUDHAI	<u>Barbie</u>
2	PHE	<u>Mushtaq HSS. Bachelr</u>
3	Animal Husbandary	<u>Amir Sani TVP</u>
4	R.D.D Health	<u>Anti Bala (CNGS) - 1st</u> <u>Sahib Kumar Engineer (W) Sd/-</u>
5	Revenue Fieldas	<u>Myer-kumar Field/ry Qlss.</u> <u>Lave Achari - Qlss.</u>
6	P.D.D	<u>AEAD P.</u>
7	Agriculture	<u>AEAD P.</u>
8	Forest.	<u>Shamsh HSS. Bachelr</u>

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

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- iii. If not, whether the banking 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: 24-11-2019
ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No
Date of last meeting held: 24-11-2019
iii. Whether the Karmal register is being maintained by the Panchayat Secretary: Yes/No
(Officer to inspect the register)
iv. Whether the Sarpanch/Administrative/Panchayat Secretary have digital signatures Yes/No

v. Bank Account Opening & 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 ✓	Secretary	Yes/No ✓		Yes/No ✓
ICDS (Nutrition)	Yes/No ✓	Supervisor	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	Fishery Fund, Panchayat, Shree Krishi, Water Resource - Horticulture.				

(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.)

- vii. 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: N/A
viii. 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: 10 No (100 % to total)

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

If no reason thereof _____

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

No. of works started 30 No. 6.3 % to total

If no reason thereof _____

f. Who is issuing work order for works being executed under 14th FC (RCA zone)

1) Sarpanch

2) BDO

3) Others (specify) _____

iii. 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 CDPO

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

If no reason thereof _____

c. Is the Panchayat/Sarpanch paying honorarium to ANM/Ashwapers directly at Panchayat level. Yes/No

If no reason thereof Not given and attached

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)

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iv. Mid Day Meal (MDM) Scheme

a. Whether Panchayat/Sarpanch is supplying meals at Panchayat level for running Mid Day meal in the school. Yes/No

If no reason thereof Not given and attached

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

If no reason thereof Not given and attached

Also mention if it is being provided by someone else in charge of school

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)

v. MCARE/GA

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

b. If yes

• Funds allocated to the Panchayat Rs. 70 lakh

• No. of works approved 75

• No. of works started 15

• No. of works completed Nil

• No. of Job Card holders in the Panchayat 172

• No. of man days generated 347

d. 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 Not given and attached

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- xi) 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

xii) 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	
COPO	Social Welfare	Yes/No	
TSWO	Social Welfare	Yes/No	
Anganwadi Supervisor	Social Welfare	Yes/No	
Headmaster/Principal/ZEO	School Education	Yes/No	
IIC/MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tensildar/Naib-Tensildar	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		Yes/No	

- 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 estimation/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 questionnaires of beneficiaries: Yes/No

✓ Any other difficulty, give details: No

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) Rehabilitation of water

(2) _____

(3) _____

- III. Whether any funds have been released for works identified in B2V1: Yes/No

If yes, amount released Rs. 50 lakh

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

Likely date of completion _____ (date)

iv Whether any new works/has/have been sanctioned/taken up/completed in the Panchayat after BZV-1, details thereof

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
KDD	Civil at Physical Education	No	

v Whether any improvement in attendance of following Government functionaries has been noticed after BZV1

- Doctors/Paramedics/other Health staff (Yes/No) ✓
- Teachers/Ret Teachers (Yes/No)
- Anganwadi Workers/helpers (Yes/No)
- RDD staff (Yes/No)
- JE/other engineering staff (Yes/No)
- Agriculture/Horticulture staff (Yes/No) ✓
- Animal Husbandry/Sheep Husbandry staff (Yes/No)

In case any particular department has shown improvement, please specify

Education, KDD

Any department whose staff is absent most of the time _____

Any department whose officers/officials has not visited the Panchayat even once since BZV1 _____

Any department which has organized any event or camp or tour of senior officer in the Panchayat since BZV1 _____

vi Areas of major complaints brought to notice:

Major area of complaint made during BZV1	Department	Resolution of Complaint	Remarks
Road from HGT1 Moer to Mehra Akhet	PMGSY	Yes/No	
Construction of pentagon at ward no 5	KDD	Yes/No	
2.5 km Road from Jambunwadi gate to Mehra	PMGSY	Yes/No	

vii Major problems confronting the people:

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
Poor Public Transport	Transport	Yes/No	Comp. should be made up immediately steps in place to resolve these
Medical facilities are not available in the Panchayat	Health	Yes/No	Resolve these burning problems by opening of the Panchayat
Poor sanitation due to illiteracy	KDD	Yes/No	
Poor Education facilities, mostly girls are more staff	Education	Yes/No	
Poor Infrastructure in development due to illiteracy, PHE, Education	PMGSY, KDD, PHE, Education	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 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: Yes

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	RDD GRS 15-11-2019.	1	RDD GRS 21-11-2019.
2	—	2	—

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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: 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: _____

(VZW to demonstrate the reports to the Visiting Officer)

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- x. Whether the critical gaps identified in the Panchayat during Mission Anyodaya Survey, 2019 are being bridged while preparing GPD 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 BZVT 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	Place of training	Theme of training	No of days
Sanj Sagar	Kyrensi	Capacity building	07

- ii. Quality of training. Poor/Satisfactory/Very Good/Excellent.
iii. Whether any exposure visit within JSK/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 Sarpanch. 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	355	Lack of funds	Lack of funds	Nil
Scholarship for Minority students				
Pension - Old Age	50	100	Funds are not available	Nil
Pension - Widow	22	10	—	Nil
Pension - Disability	37	25	—	Nil
PM Kisan Mithi	150	100	Voluntarily	—
Ayushman Bharat	—	—	—	—
PM Jeevan Jyoti Bala Yojana	—	—	—	—
PM Suraksha Bima Yojana	—	—	—	—
PM Awas Yojana - Gramin	90%	10%	Due to creation of new families	—
State Marriage Assistance Scheme	05	100	—	—

Deliverables/Services	Monthly received (No.)	Monthly received (No.)	Problems (No.)	Problems (No.)
Nett Co. Job Card	478	250	none	NIL
Last Day	-	-	-	-
South Eastern Mission Individual household : cases	10	200	found the and available	-
PM Lipana Village	140	346	non-availability of 10 people	-
Ulu	243	243	non-availability of 10 people	-
Jonathan Account	500	500	high level of corruption	-
PM Mafra Villages	-	-	-	-

* The visiting officer to ensure scheme-wise list of individual beneficiaries who are entitled to assist the benefit under the schemes. He/she to also collect any applications and transfer at district headquarter.

4. 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.)
Food seed connection	186	lack of field finds	NIL
Electricity connection	80	non-availability of pole, line	NIL

* Visiting officer to ensure the list of individual beneficiaries who need such connections. He/she to also collect any applications and transfer at district headquarter.

II) DOUBLING & ADWETS INCOME

1. IRRIGATION

1. Topography of the Farmhouse (same as above) and

2. Major sources of irrigation (canal, well, etc.) and methods of irrigation (hand, pump, etc.)

3. Status of availability of irrigation facility in the Farmhouse (self-sufficient)

4. Are there any unutilized irrigation sources in the Farmhouse? (Yes/No)

5. If yes, please specify (Canal, well, etc.) and methods of irrigation (hand, pump, etc.)

6. Is there any area which can be developed by way of water conservation measures for irrigation purposes? (Yes/No)

7. If yes, please specify (Canal, well, etc.) and methods of irrigation (hand, pump, etc.)

8. Whether the Farmhouse has potential for groundwater irrigation? (Yes/No)

9. If yes, please specify (Canal, well, etc.) and methods of irrigation (hand, pump, etc.)

10. Has of farmers who intend to use groundwater irrigation? (Yes/No)

11. Any suggestions to improve irrigation facilities in the Farmhouse?

Conclusion of day visit, level, water, facilities of canal.

2. HIGH YIELDING VARIETY (HYV) SEEDS

1. Farmers using High Yielding Variety seeds (HYV) (Yes/No)

2. Are there any seeds available in the Farmhouse? (Yes/No)

3. If yes, please specify (Yes/No)

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kissan Credit Card (KCC) (Nos) _____
- No. of farmers who have availed loan facility through KCC during 2019
— 15 — Nos
- No. of farmers who applied for KCC loan but not provided so far
— 20 — Nos
- Problems being faced by farmers in availing KCC loan (tick whatever relevant)
 - Difficult processes and procedures Bank demands for guarantee
 - Delay by concerned Deptt No
 - Delay by bank concerned Need of guarantee
 - Any other problem, please specify NA

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

Guarantee should not be demanded by the concerned Bank

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
To open organized market shed in Panchayat
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce
To provide Road Connectivity, Load Shedding, Irrigation facilities

5. DIVERSIFICATION TO HIGH VALUE CROPS/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	Nuts	Yes	
2	Peers	Yes	
3	Apple	Yes	

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep husbandry Department Poor/Satisfactory/Good/Excellent ✓
- 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	—	9
2	Dairy units	—	2
3	Sheep Units	50	20%
4	Fish Ponds	—	9

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

7. List 5 suggestions in order of priority which can help in increasing income of farmer/rural households:
 1. Provide shops to people under hand lending and sheep development scheme & the free supply for it.
 2. Provide animal husbandry & sheep husbandry centers. So, the farmers may have animals of high quality.
 3. Provide fruit plants to people at appropriate time. So, they can use them later in effective manner.
 4. Establish poultry units under MGNREGS plan.
 5. There is a vehicle in the Panchayat. There is need of construction of fair roads.

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE

- i. Whether Aadhaar card has been provided to all people in the Panchayat. Yes/No Yes/No
If no, the number of people in the Panchayat yet to get Aadhaar card 154
- 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 Yes/No
 - b) Inadequate stock Yes/No Yes/No
 - c) Overcharging Yes/No Yes/No
 - d) Rude behaviour of store owner Yes/No Yes/No
 - e) Long distance to be covered to reach the store Yes/No Yes/No
 - f) Non-display of rates Yes/No Yes/No
 - g) POS machine not working Yes/No Yes/No

n) 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 <u>✓</u> • More than 1 month • Never	
Social welfare	• Within 1 month • More than 1 month • Never <u>✓</u>	
Police Station	• Within 1 month <u>✓</u> • More than 1 month • Never	
PHE	• Within 1 month <u>✓</u> • More than 1 month • Never	

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I) GENERAL ASSESSMENT OF THE VISITING OFFICER:

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?

Social welfare is not functioning up to its satisfaction of public.

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 289

iv Number of children in the age group of 4-14 years enrolled in the schools 209

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

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

✓ If yes, details of schools _____

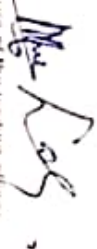
✓ If yes, whether the machine is functional. Yes/No ✓

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

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

1	Urgent public requirements in order of priority (Max. 07)
1	Road From Hajji More to Akher Lower
2	2.5 km Road from Jomawatti govt to Akher-
3	Construction of Panchayat Center.
4	Land levelling of Panchayat / B. Path From main road to Badman Nitalia Railway.
5	Opening of PHC at Nitalia Terri-
6	Opening of 2 nos of Primary Schools at Weret no 5 or 8.
7	Construction of Bridge at Baxeri Nitalia in construction of Bridge at Dargi River by contribution of Baxeri at Nitalia Nitalia.
8	Any major complaint brought to notice of the Visiting Officer.
	Public is highly interested in increasing their income by engaging agricultural machinery, forest plants industry, but concerned departments are not cooperating.

III	Overall perception of functioning of the government
	Very poor due to lack of manpower Every Govt department is under staff
IV	Overall assessment of visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions)
	1. Review & Support of the Panchayat Co-Operative U/s 2. Public works, change at gramast level. 3. Public activities for overall development 4. Need to give them priority. 5. It is found that Govt Govt departments were staffed with a number of officers in the development of Panchayat particularly in quality Education.


 Signature of the visiting officer:
 Name Mohd Masud Meekhal
 Loc. Govt Hqs. Buxhal.