

Qutub

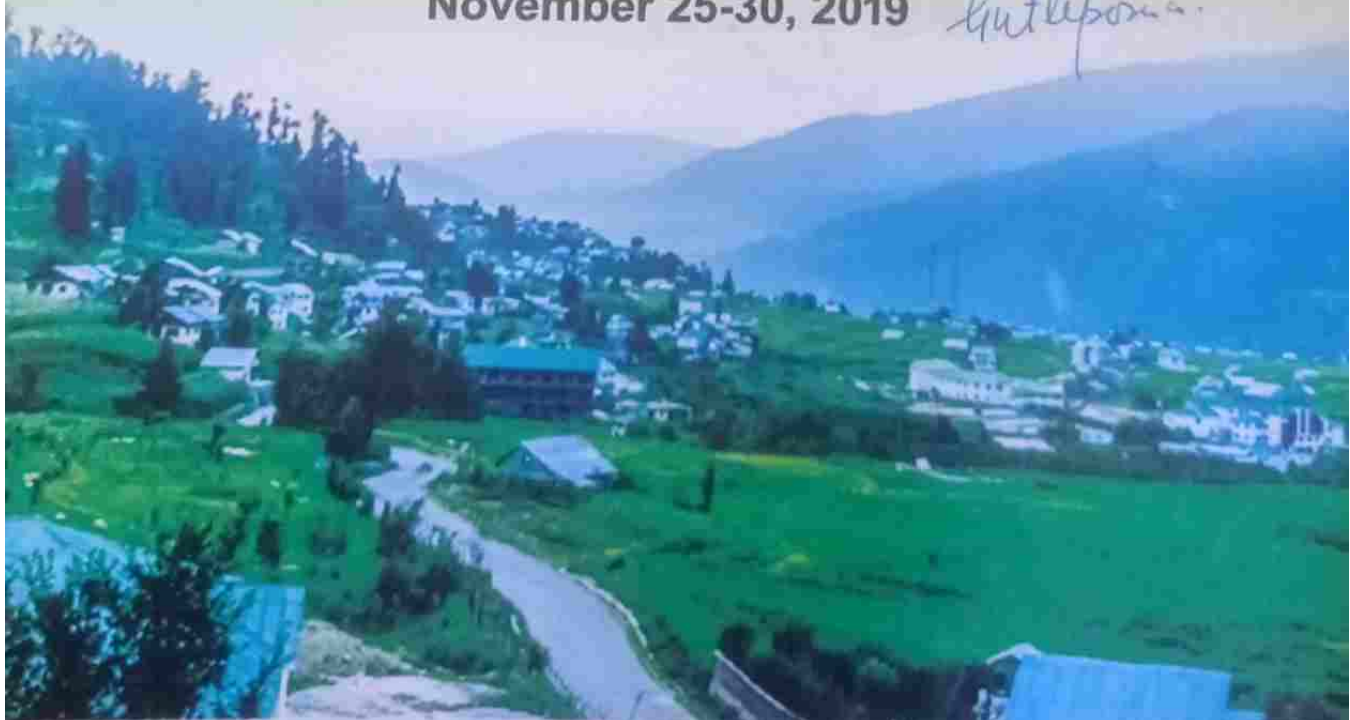


Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019 *Qutub*



Government of Jammu & Kashmir



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BACK TO VILLAGE 2 (B2V2) - Report

(Format to be filled up by the Reporting Officer during further two day visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER:

i. Name: Bashir Ahmad Wani
 ii. Designation: Lecturer
 iii. Department/Place of posting: Edu BHSS Sogam
 iv. Mobile No.: 9197100647
 v. Email Id.: Ahmed Bashir 786 @gmail
 vi. Home District: Kupwara
 vii. Dates of visit: 25/26/27/28/29/30, November 2019

B) LOCALITIONAL DETAILS OF PANCHAYAT:

i. Name of the Panchayat: Gullipora Panchyat Hyhama
 ii. Local Government Directory (LGD) code of the Panchayat: 7256
 (To be sourced from Rural Development Department/DC)
 iii. Name of CD Block: Hyhama
 iv. Name of Tehsil: Kupwara
 v. Name of District: Kupwara

C) PANCHAYAT PROFILE:

i. No. of revenue villages in the Panchayat: Hyhama
 ii. No. of hamlets in the Panchayat: 07
 iii. No. of households in the Panchayat: 198
 iv. Population (approx.) of the Panchayat: 3000

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

S. No.	Department	Designation of the officer/official
1	RDD	VLW
2	Health	Medical Assistant
3	F.P.F	Protection
4	Education	Teacher
5	Social Welfare	Craft Assistant
6	Forest	Forest guard
7	Irrigation	Linemann
8	Agriculture	Fieldman

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat: Yes/No/Under construction Yes
- If yes, whether functioning in: Own building/Other government building/Private building Yes
- If no, whether land is available for construction of the Panchayat Ghar: Yes/No Yes
- Whether the BDC office has been established (in case the officer visits block Panchayat): Yes/No/Not applicable Yes

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iii. Is lock wherever you buying by BDO office, has been identified: Yes/No/Not reported

Facilities available in the Panchayat Reg. (Infrastructure)	Panchayat Office	BDO Office	Remarks
Facilities available	Yes/No	Yes/No	
Furniture	Yes/No	Yes/No	
Computer	Yes/No	Yes/No	
Telephone facility	Yes/No	Yes/No	

iv. In case Panchayat has not been constituted, whether Administrator has been appointed: Yes/No

v. Whether Infrastructure and Assets Register has been prepared: Yes/No

(Visiting Officer to physically check the register)

vi. 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: 07 = 11 = 2019

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

Date of last meeting held: 29 = 11 = 2019

iii. Whether the Kewal 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

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v. Bank Account (savings) and the type of funds

Name of the Submitter	Signature of Submitter	Official Signature of Submitter	14th Finance Commission	ICDS (Nutrition)	ICDS (Honorarium)	Mid Day Meals (MDM)	Own resources of Panchayat	Any other Scheme, If yes, indicate name
	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
14th Finance Commission	Yes/No	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
ICDS (Nutrition)	Yes/No	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
ICDS (Honorarium)	Yes/No	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
Mid Day Meals (MDM)	Yes/No	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
Own resources of Panchayat	Yes/No	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
Any other Scheme, If yes, indicate name	Yes/No	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No

(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 2015-20 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: 04 No. 100 % (to total)

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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. of works started: 02 No. (50 % 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 No

If no, reason thereof: _____

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

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 No

If no, reason thereof: Departmentally

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

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

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ix. Mid Day Meal (MDS) Scheme

a. Whether Panchayat/Sarpanch is performing formal at Panchayat level for serving Mid day meal to the school: Yes/No Yes

If no, reason thereof: Not emphasized yet

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

If no, reason thereof: Departmentally distributed
Also mention if it is being provided by someone else: _____

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

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

x. MGNREGA

a. Whether MGNREGA Plan 2015-20 has been approved: Yes/No Yes

b. If yes,

✓ Funds allocated to the Panchayat: Rs. Nil with

✓ No. of works approved: 17

✓ No. of works started: 0

✓ No. of works completed: 0

✓ No. of Job Card holders in the Panchayat: 112

✓ No. of man days generated: 1340

x). 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 No

If no, reason thereof: Not availability of resources

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24. Whether subjects have been assigned by the Sarpanch to the Panchai Yes/No ✓
 If no, whether subjects have been assigned in presence of the visiting officer:
 Yes/No ✓

25. 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
BDQ	RDD	Yes/No ✓	
VLW	RDD	Yes/No ✓	
JE	RDD	Yes/No ✓	
CDPO	Social Welfare	Yes/No ✓	
TSWO	Social Welfare	Yes/No ✓	Need to Profile
Anganwadi Supervisor	Social Welfare	Yes/No ✓	
Headmaster/Principa/ZEO	School Education	Yes/No ✓	
IIC/MDK	School Education	Yes/No ✓	
BMO	Health	Yes/No ✓	
Tehsildar/Naib-Tehsildar	Revenue		
Patwar	Revenue	Yes/No ✓	
Agriculture Extension Official	Agriculture	Yes/No ✓	
Horticulture Extension Official	Horticulture	Yes/No ✓	
Village functionaries		Yes/No ✓	
Any other			

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b) Is the Panchayat having any officer for monitoring of work? Identification of non-compliance by officers Yes/No ✓

If yes, who? _____

Non disclosure of fund irregularities by officers Yes/No ✓

Delay in preparation of administrative documents by programming staff Yes/No ✓

Delay in administrative approval by officers Yes/No ✓

If yes, how long? _____

Officers not sharing details of guidelines of performance Yes/No ✓

Any other difficulty, give details: _____

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

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

If not, likely date of completion: _____

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) NIL

(2) _____

(3) _____

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

If yes, amount released: Rs. _____ lakh

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

Likely date of completion: _____ (date)

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iv. Whether any new work(s) has/have been sanctioned/started up/completed in the Panchayat after B2V1, detail thereof:

Section/Department	Name of work sanctioned/started up	Whether completed (Yes/No)	Remarks:
NIL			

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

- a) Doctor/Paramedic/other Health staff (Yes/No) ☒
- b) Teachers/Ret Teachers (Yes/No) ☒
- c) Anganwadi Workers/Helpers (Yes/No) ☒
- d) RDO staff (Yes/No) ☒
- e) JEE/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:

No

Any department whose staff is absent most of the time: No

Any department whose officers/officials has not visited the Panchayat even once since B2V1: No

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

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vi. Areas of major complaints brought to notice

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Power Supply	P.D.D	Yes/No ☒	
Regarding issues by Panchayat Ministry Scheme	Agriculture	Yes/No ☒	
		Yes/No ☒	

vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Power Supply	P.D.D	Yes/No ☒	
Regarding incentive by Panchayat Ministry	Agriculture	Yes/No ☒	
		Yes/No ☒	
		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 Percentage-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	RDD	VLW	1		
2	Health	Medical Assistant	2		

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1 st Meeting Date ()			2 nd Meeting Date ()		
S. No.	Department	Designation	S. No.	Department	Designation
3	Education	Teacher	3		
4	Social welfare	Court Assistant	4		
5	Forest	Forest Guard	5		
6	Irrigation	Lineman	6		
7	Agriculture	Fieldman	7		
8	Seciculture	Seciculture Assistant	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)

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a. Whether the central audit authorities to the Panchayat during Election Audit/audit during 2019 are being followed while preparing CAPA plan for 2020/21. Yes/No.
If no, reason thereof: _____

2. SOCIAL AUDIT

1. 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: _____

2. Is the Social Audit Committee formed in BSVI conducting social audit. Yes/No

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

If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS

1. 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
05	Govt Degree College, Mysore	Awareness of Schemes	04

2. Quality of training: Poor/Satisfactory/Very Good/Excellent

3. Whether any exposure visit within JKK/Gulbarga has been conducted. Yes/No

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

5. Whether any digital literacy training has been conducted for Sarpanches. Yes/No
If yes, quality of training: Poor/Average/Good/Excellent

6. 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)

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19. BSVI/MLA, MLAS/MLAs' Office in TTD 2019-20

1. Visiting Officer to record the experience/views of beneficiaries, women and representatives of the village.

Category	No. of beneficiaries	No. of women	No. of representatives of the village
Stipendship for SC/ST/BC students			
Scholarship for Minority students			
Pension - Old Age	55	11	Unsubmitted
Pension - Widow	15	NIL	
Pension - Disability	05	02	
PMA Kisan Nidhi	-	-	
Ayushman Bharat			
PMA Jeevan Jyoti Bima Yojana	-	-	
PMA Suraksha Bima Yojana			
PMA Awas Yojana - Gramin	-	-	
State Marriage Assistance Scheme	06	06	Unsubmitted

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Scheme/Service	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)	Fresh applications submitted to the officer (Nos.)
Not a self Card	212	20	For Pension (Pensioner)	NIL
Loan Book				
Swachh Bharat Mission- Individual (Sanitation) Toilet	118	17	Not available of funds	
PM Lipika Yojana				
Ujala				
Janashiksha Akshar				
PM Kisan Yojana				

* The visiting officer to check the scheme-wise list of individual beneficiaries who are addressed to visit the field under the schemes. He/she to also collect any applications and remarks at district headquarters.

ii. Visiting Officer to fill number of cases pending and fresh demands:

Scheme/Service	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	NIL		NIL
Electricity connection	NIL		NIL

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* Visiting officer to ensure the list of individual beneficiaries who need fresh certificates. He/she to also collect any applications and remarks at district headquarters.

ii. DOUBTING FARMERS INCOME

1. IRRIGATION

i. Topography of the Panchayat. (Semi-hilly/flat/undulating)

ii. Major sources of irrigation. (Canal/Well/Tube well/Reservoir/Other)

iii. Status of adequacy of irrigation facility in the Panchayat. (Sufficient/Insufficient)

iv. Are there any un-tapped irrigation resources in the Panchayat. Yes/No

✓ If yes, please specify. (Canal/Well/Tube well/Reservoir/Other)

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

If yes, please specify. Answering

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.

Irrigation Canals, tube wells, and

Bore wells facilities may be provided

2. HIGH YIELDING VARIETY (HYV) SEEDS:

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

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

iii. If no, reasons thereof. Not available of seeds

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3. LOANING FACILITY AVAILABLE TO THE FARMERS:

i. No. of farmers without Nesian Credit Card _____ (Nos.)

ii. No. of farmers who have availed loan facility through KCC during 2019
Nil

iii. No. of farmers who applied for KCC Loan but not provided so far
Nil

iv. Problems being faced by farmers in availing KCC loan (tick whatever relevant):

- a) Difficult processes and procedures _____
- b) Delay by concerned Deptt _____
- c) Delay by bank concerned _____
- d) Any other problem, please specify _____

v. Suggestions for improving the process of availing loan under KCC
No further action desirable

4. MARKETING INTERVENTIONS:

i. How is agriculture/horticulture produce sold (tick whichever relevant):

- a) Through organized market (mandi) _____
- b) Through unorganized market _____
- c) Any other, please specify _____
- d. If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing _____

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

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5. DIVERSIFICATION TO HIGH VALUE CROPE/RUM

i. Is there any scope/opportunity for diversification towards high value crops/rum in the District? Yes/no

ii. If yes, please specify _____

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

6. INCREASING LIVESTOCK PRODUCTION:

i. Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department _____

ii. Status of household/farmers engaged with Animal/Sheep Husbandry Sector and those interested to set-up new unit _____

S. No.	Sector	No. of household/farmers engaged	No. of household/farmers interested in setting up new units
1	Backyard Poultry	NIL	
2	Dairy cattle	1 1/2	
3	Sheep/Goats	NIL	
4	Other Poultry	NIL	

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ii. Suggestions for encouraging more households/farmers to set-up new units:
Awareness Camps should be organized

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

1. Plantation of trees with use help of different departments
2. Services have departmental level involved.
3. Poultry Sector.
4. Loan facility in different departments be provided to the farmers.
5. Dairy Sector.

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: _____

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) Overcrowding: Yes/No
- d) Rude behaviour of store owner: Yes/No
- e) Long distance to be covered to reach the store: Yes/No
- f) Non-availability of rations: Yes/No
- g) PDS machine not working: Yes/No

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ii) any other: Enrolment Fund building be provided

- a) Number of FIRs registered in last 3 months: No
- a) Are people generally satisfied by response of Police to complaints: Yes/No
- b) Is a copy of FIR given to people: Yes/No
- c) Are people satisfied about the overall security situation in Panchayat: Yes/No
- d) Any suggestions: _____

W. 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 refusal of complaints by the departmental field functionaries: _____

Department	Average time taken	Remarks/Remarks, 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	

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PDO	• Within 1 month • More than 1 month • Never	
Any other	• Within 1 month • More than 1 month • Never	

v. Any specific observation or complaint regarding any particular department is: _____

K) OTHERS:

1. 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: 89

iv. Number of children in the age group of 4-14 years enrolled in the schools: 82

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

vi. Whether RDB has provided Sanitary Napkin Vending Machines in any of the above Schools: Yes/Not applicable _____

✓ If yes, details of schools: _____

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

vii. Whether RDB has provided Sanitary Napkin Incinerator in the above Schools: Yes/Not applicable _____

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

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L) GENERAL ASSESSMENT OF THE VISITING OFFICER

1. Urgent public requirements in order of priority (Max. 07)

Sanitation

1. Spending on water supply to improve

2. Land road to go to public school, with school cum library

3. Play Area, Sanitation of construction of water supply and playground

4. Making of concrete roads of all roads, with all public facilities, with all roads

✓ 5. Park in Janag area may be building for recreation

6. Pan chayat house building may be constructed

7. Filtration plant be constructed in the waste for utilization to Paddy land

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

1. old aged people living 80 years have not been given any financial help.

2. Electricity upgradation of the roads are not adequate conditions

3. Roadside building the constructed, people demand for use of it.

4. water supply is insufficient in most of the roads

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III	Overall perception of functioning of the government:
	Good.
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)
	Time duration is not sufficient, it may be extended for day one, as the information collection is very difficult task, Secondly, the participation of mass was not seen, lack of awareness or disinterest of the people.

Signature of the visiting officer

Name Bassi Ghanshyam

Lecturer BISS

[Signature]