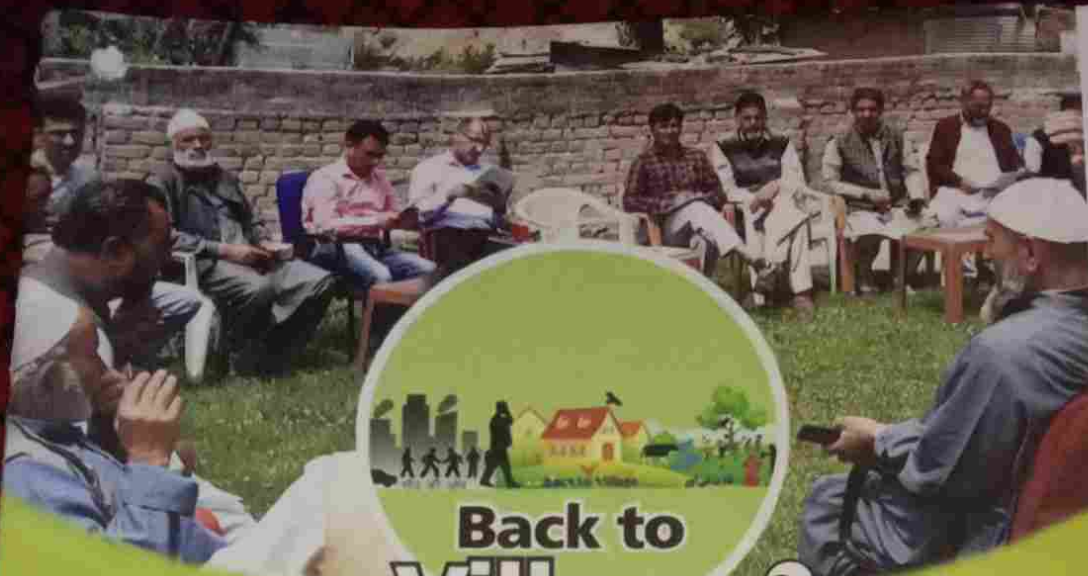




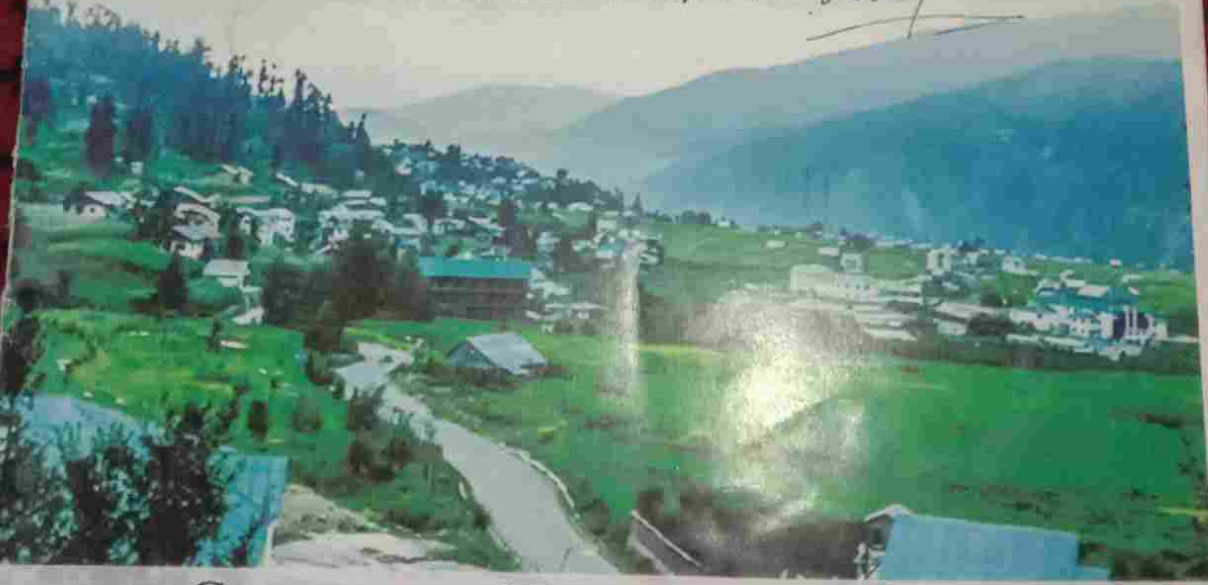
Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Shalt Pona



Government of Jammu & Kashmir

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: Tawseef Ahmad Ali
- Designation: Lecturer
- Department/Place of posting: Govt Higher Secondary school from Balah
- Mobile No: 7006505128
- Email id: infotawseefm@gmail.com
- Home District: Baramulla.
- Dates of visit: 25/26/27/28/29, November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Shadpora
- Local Government Directory (LGD) code of the Panchayat: 7275
(To be sourced from Rural Development Department/DC)
- Name of CD Block: Kayamkul
- Name of Tehsil: Kupruvase
- Name of District: Kupruvase

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 01
- No. of hamlets in the Panchayat: 07
- No. of households in the Panchayat: 159
- Population (approx.) of the Panchayat: 1002 (Census 2011) 1102 - present

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

S. No.	Department	Designation of the official/officials
1	<u>Shree Narayana</u>	<u>Village Assistant</u>
2	<u>Educator</u>	<u>Teacher</u>
3	<u>Rural Development Department</u>	<u>BOO/NU/KPRS.</u>
4	<u>Forest</u>	<u>Forest Guard</u>
5	<u>Social welfare</u>	<u>elderly</u>
6	<u>ICDS</u>	<u>Aunt/Helper</u>
7	<u>Health</u>	<u>EMPHW,</u>
8	<u>PDD</u>	<u>Line man</u>

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat: Yes/known 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 office was block Panchayat): Yes/No/Not applicable

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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	not available
Computer/printer	Yes/No	Yes/No	still not sanctioned
Telephone facility	Yes/No	Yes/No	not available

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:

- Whether Gram Panchayat meeting is being held regularly on monthly basis. Yes/No
Date of last meeting held: 02 Nov 2019
- Whether Gram Sabha meeting is being held regularly on quarterly basis. Yes/No
Date of last meeting held: 02 Nov 2019
- Whether the Karwai register is being maintained by the Panchayat Secretary. Yes/No
(Officer to inspect the register)
- Whether the Sarpanch/Administrator/Panchayat Secretary have digital signatures. Yes/No

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vii. Bank Account (opening etc.) records of bank:

Name of the Scheme	Signature of bank official	Official signature of Sarpanch	Signature of Administrator	Signature of Sarpanch
14 th Finance Commission	Yes/No	Yes/No	Yes/No	Yes/No
ICDS (Nutrition)	Yes/No	Yes/No	Yes/No	Yes/No
ICDS (Homoculture)	Yes/No	Yes/No	Yes/No	Yes/No
Mud Day Means (MDM)	Yes/No	Yes/No	Yes/No	Yes/No
Own resources of Panchayat	Yes/No	Yes/No	Yes/No	Yes/No
Any other Schemes, 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)

- 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: _____
- 14th Finance Commission Award
 - Whether a year Action Plan 2016-20 has been prepared. Yes/No
 - Whether the detailed estimates for all works have been prepared. Yes/No
 - No. of works for which estimates have been prepared. 02 No. (____ No. total)

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- 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: (CD) 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): _____
- viii. Integrated Child Development Scheme (ICDS):
- a. Is the Panchayat/Sarpanch purchasing nutrition items at Panchayat level for use in the Anganwadi Centres of the Panchayat: Yes/No
If no, reason thereof: _____
Also mention if it is being purchased by someone else: _____
- b. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/No
If no, reason thereof: _____
- c. Is the Panchayat/Sarpanch paying honorarium to ANM/ASHA workers directly at Panchayat level: Yes/No
If no, reason thereof: _____
- 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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- 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: _____
- b. Whether the Panchayat/Sarpanch is providing Mid day meal to the school children in the Panchayat: Yes/No
If no, reason thereof: of 11 being served within school premises by school staff. Also mention if it is being provided by someone else: 21 is being provided by school staff and Panchayat is not.
- 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. 35.20 lakh
✓ No. of works approved: 27
✓ No. of works started: 0
✓ No. of works completed: 1540
✓ No. of Job Card holders in the Panchayat: 124
✓ 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: not applicable

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- xi. Whether subjects have been assigned by the Sarpanch to the Pancha Yes/No
if no, whether subjects have been assigned in presence of the village 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	
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	
Tehsildar/Naib-Tehsildar	Revenue	Yes/No	
Patwan	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	not visited
Village functionaries		Yes/No	
Any other			

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

- ✓ Not co-operation by officials Yes/No (specify)
- ✓ If yes, who (specify)
- ✓ Non disclosure of funds/establishment of officials Yes/No
- ✓ Delay in preparation of estimates/technical sanctions by engineering staff Yes/No
- ✓ Delay in administrative approval by officials Yes/No (specify number of days)
- ✓ If yes, how long (specify number of days)
- ✓ Officers not sharing details of guidelines/loss 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 official in B2V1 has been completed Yes/No
if not, likely date of completion: land only identified (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) no work has been started

(2) no

(3) no

- 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) have/has been sanctioned/taken up/completed in the Panchayat after BZV1. (State thereof)

Sector/Department	Name of work sanctioned/taken up	Whether completed (Yes/No)	Remarks:

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

- vi) Doctors/Paramedics/other Health staff (Yes/No)
- vii) Teachers/Ret Teachers (Yes/No)
- viii) Anganwadi Workers/Helpers (Yes/No)
- ix) RDD staff (Yes/No)
- x) JEs/other engineering staff (Yes/No)
- xi) Agriculture/Horticulture staff (Yes/No)
- xii) Animal Husbandry/Sheep Husbandry staff (Yes/No)

In case any particular department has shown improvement, please specify:

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: _____

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vi) Areas of major complaints brought to notice

Major areas of complaint made during BZV1	Department	Resolution of Complaint	Remarks
San. PMW, MGNREGS, (G.D. OPD)	Road & Sanitation Department	yes	still few only houses and 5 small water
Acquaintance	Health	yes	— d —
Dispersory			
Power Disruption, Loss of fresh water	PDD	Yes/No	

vii) Major problems confronting the people

Major problem highlighted during BZV1	Department	Resolution of problem	Remarks
PHE is not available	Health	yes	still not solved.
Unavailability of electrical LT line	PDD	Yes/No	A game for 15 has been distributed but there is no line work.
P/Roads construction	RDD	yes/No	P/Roads construction
Water supply through 2.5 m... 4.0 was needed.	PHE	yes/No	Water supply not started
New building for UPS store	Education	yes/No	No upgradation has been done.

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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: Disaggregation has not yet been done.

iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Office 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: Preferred but still to be uploaded on portal.

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 (22-11-19)			2 nd Meeting Date (29-11-19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	RDD	VLW/GRS	1	Education	Headmaster
2	ICDS	AWW/Helper	2	RDD	VLW/GRS

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1 st Meeting Date (22-11-19)			2 nd Meeting Date 29-11-19		
S. No.	Department	Designation	S. No.	Department	Designation
3	Education	Teacher	3	ICDS	AWW/Helper
4			4	Swachh	Sanitation
				Surrounding	Environment
5			5	Health	Infirmary
6			6	Forest	Forestry/Forest Guard
7			7	RDD	Line man
8			8	Agriculture	Extension officer

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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x. Whether the critical gaps identified in the Panchayat during Mission Activity Survey, 2019 are being bridged while preparing GPDP 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 formed 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
08	GP. Shastri and friends	fundamental principles of Panchayati Raj	03 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 (thous.)	Pendency (applied but not sanctioned) (thous.)	Reasons for pendency	Freeish applications submitted to visiting officer (thous.)
Scholarship for SC/ST/OBC students				
Scholarship for Minority students				
Pension - Old Age	33	40	unavailable fund	
Pension - Widow	19	07	- do -	
Pension - Disability	08	15		
PM Kisan Nidhi	48	-	-	
Ayushman Bharat	03	-	-	
PM Jeevan Jyoti Bina Yojana				
PM Suraksha Bima Yojana				
PM Awas Yojana - Gramin				
State Marriage Assistance Scheme	02	09	Pendency due to court order	

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	250	0	N/A	N/A
Ladli Behn	N/A	N/A	Some not sanctioned due to incomplete documents	N/A
Swachh Bharat Mission- Individual Household Toilets				
PM Ujjwala Yojana				
Ujala				
Jandhan Account				
PM Mats Vandana Yojana	05	00	Demanded funds of office not in hand	

* 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 headquarters.

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	N/A	—	—
Electricity connection	N/A	—	—

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* Visiting officer to enclose the list of interested beneficiaries who rural loan connections. He/she to also collect any applications and handover at district headquarters.

II. DOUBLING FARMERS' INCOME:

1. IRRIGATION

- Topography of the Panchayat: Somewhat hilly/Plain/Canal ☒
- Major sources of irrigation: Canal/Khush/Tube well/Pond/Spring/Water harvesting/Tanks/Rainfed/Cisterns (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/Pond/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: _____
- No. of farmers who intend to use drip/sprinkler irrigation: _____ (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat: _____

2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. _____ %age)
- Are adequate HYV seeds available to the farmers? Yes/No ☒
- If no, reasons thereof: Seeds were not provided to farmers

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3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card: 150 (None)
- No. of farmers who have availed loan facility through KCC during 2019: 0 (None)
- No. of farmers who applied for KCC loan but not provided so far: 0 (None)
- Problems being faced by farmers in availing KCC loan (tick whichever relevant):
 - Difficult processes and procedures: ☒
 - Delay by concerned Deptt: ☒
 - Delay by bank concerned: ☒
 - Any other problem, please specify: _____

4. Suggestions for improving the process of availing loan under KCC:

No diff. Should Contact Queras
Program for Concerned Party/Deptt. Staff.

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: _____

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5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

- Is there any scope/potential for diversification towards high value crop/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)

6. INCREASING LIVESTOCK PRODUCTION:

- Awareness level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent
- Status of household/farmers engaged with Animal/Sheep Husbandry Scheme 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	-	-
2	Dairy units	-	-
3	Sheep Units	<u>Nil</u>	<u>06</u>
4	Fish Ponds	-	-

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ii. Suggestions for encouraging more households/farmers to set up PFR units
Proper guidance and information are compelled to farmers to set up PFR units.

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

1. Setting up Agriculture units providing tract kits to farmers
2. Planting Bulgarian Apple trees and walnut trees
3. Dairy farm providing Agriculture Seed to farmers
4. Bee keeping units? CTC / Information Centre for people of Surpan
5. Setting up Pottery farm / handcraft unit / Tailoring cum sewing / knitting centre

iv. 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) 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

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h) any other Good 50% Rate of staff meets up to demand

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	

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PDD	☒ Within 1 month ☐ More than 1 month ☐ Never	
Any other	☐ Within 1 month ☐ More than 1 month ☐ Never	

W. Any specific observation or complaint regarding any particular department?
Identification given to children on health day

get them installed. If it goes to compound

K) OTHERS: Construction of 2nd school and kind assembly of 1000 sq ft
at school site. School is in the depth

L. Whether land has been identified within Panchayat for collection and disposal of plastic waste. Yes/No Yes

M. Whether Panchayat Plastic Collection and Disposal plan is ready. Yes/No Yes

(Visiting officer to collect a copy of the Plan)

N. Number of children in the age group of 4-14 years in the Panchayat. 141

O. Number of children in the age group of 4-14 years enrolled in the schools. 91

P. Is there any High/Highest Secondary school with more than 40% girl students. Yes/No (No High/Highest Secondary school is in the area)

Q. 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

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

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

1) GENERAL ASSESSMENT OF THE VISITING OFFICER:

Shantappa

1	Urgent public requirements in order of priority (max. 07):
1	upgradation of middle school, Shantappa to high school
2	Construction of road protection wall on both sides of main road from labors to Kharadi
3	Construction of Road to Shantappa from main road along with drain
4	Construction of Road from main road to Shantappa
5	Construction of P. wall and drain
6	Construction of 2nd floor from main road
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96	Construction of 2nd floor from main road
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98	Construction of 2nd floor from main road
99	Construction of 2nd floor from main road
100	Construction of 2nd floor from main road

III Overall perception of functioning of the government:

People have full faith in government functioning but most times they are disappointed on account of not releasing funds on proper time, languishing of public works, delay in funds for various schemes like, PMAY, MGNREGA, material components, SBM.

IV Overall assessment of visit and suggestions:

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

All details provided in this booklet are recorded properly after interaction with panchayat members and local residents of village. Information has been provided keeping in view all necessary requirements and suggestions.



Signature of the visiting officer

Name Tauseef Ahmad Mir.