



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Government of Jammu & Kashmir

Jammu and Kashmir New Vision New Horizon

LIEUTENANT GOVERNOR
JAMMU & KASHMIR



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Message

In June 2015, Jammu & Kashmir embarked on a unique initiative "Back to Village". The project was both daunting and ambitious - a public outreach of this size and scale had never been attempted before, certainly not in a state like Jammu & Kashmir with its unique problems of geography, climate and law and order.

Unhindered by the skeptics and the naysayers we decided to go ahead with the programme. The response of the programme exceeded our own expectations. Everywhere the visiting officers were welcomed, loved and honoured. The affection and respect with which officers were received across geographies was, for us, a testimony to the resilience, goodness and hospitality of the common people. The officers spent two days and a night with the people - living with them, eating the same food and learning first-hand the challenges and difficulties of their existence. For many it was a unique learning experience - the sweet taste of nature brought home to them the beautiful terms of rings; for others was a humbling experience as it had been to them the rural population lives, notwithstanding the myriad challenges of their existence. Such was the enthusiasm generated by the programme that a member of Shergarh District wrote to the then the Prime Minister about this programme following which the Prime Minister made a mention of it in his Maan Ki Baat Programme calling it a 'theatre of development, public participation and public awareness'.

Encouraged by the success of the first edition of the programme, we have now decided to embark on its second phase. While the first phase of the programme was focussed on collecting feedback and assessing needs, the second phase intends to look more closely at the task of engineering, emerging and institutionalizing the functioning of Panchayat Raj Institutions, invariably they will associate Panchayats/Sarpanchs. The other objective of this edition of the programme will be to look at the various flagship programmes and individual beneficiary oriented schemes and learn more about the impediments, grievances, which hampers their full implementation and their disposal also be ascertained. The visiting officers would also study agriculture and allied activities in the Panchayats, particularly with the objective of our national goal of doubling farmers' income by 2022.

I am confident that our entire team will once again rise to the occasion and replicate the success of the first edition of the programme. I am also confident that the Deputy Commissioners and Administrative Secretaries will create the necessary conditions for the visiting officers to discharge their role effectively. I am equally sure that this programme will evolve into an institutionalized, doorstep, governance programme which will not only be a genuine, unadorned ear to the ground but will also put the infectious red tape and help in delivering development faster and better.

(G. C. Murrem)

General Instructions for the Visiting Officer Back to Village 2 (B2V2)

- i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.
- ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.
- iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income focussed programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Backyard Poultry Scheme, Pension Schemes etc. She/he must also be familiar with 14th FC, MDM and ICDS (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GPDP) and also ensure the constitution of various committees including Panchayat Biodiversity Committee.
- v. He/she shall hold detailed deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.
- vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.
- vii. The officer should assess the level of functionality of the Panchayat, infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold detailed meetings with Panchayat members and also officials.

- vi. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwadi Centres etc. as possible. He should also inspect at least some of the works carried out being carried out under various schemes like 14th FC, MNREGA and other government programmes. In case, there is a languishing project in the village, the officer should certainly inspect the same and record its progress.
- ix. In addition to all other activities that the visiting officer will carry out, he/she should try special emphasis on 100% enrolment of school children (age 4-14 years), 100% coverage of PM-KISAN, Ayushman Bharat and 100% coverage of all beneficiary oriented schemes including pensions and scholarships. He/she should also try to understand how various government programmes can be better used for doubling rural incomes and strengthening rural micro enterprises and village industries.
- x. The visiting officer shall restrain himself/herself from giving or offering any commitment on behalf of the government.
- xi. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensus view emerging from his interactions in the village.
- xii. The report of the visiting officer shall be submitted both physically and electronically in the pre-circulated format. The officer should exercise all care and objectivity while filling up the same.
- xiii. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner and his/her team and deposit the B2V2 booklet and any other lists/applications/grievances that may have been handed over to him/her during the visit.

Suggested Activity Schedule for the Visiting Officer

Pre and Post Visit Activities

- Meeting with the Deputy Commissioner for collection of documents and briefing regarding the visit before going to the Panchayat.
- Debriefing meeting with the Deputy Commissioner and submission of one copy of the filled-in booklet and other papers before leaving the district.

Day 1

- Arrival in the Panchayat by 10 A.M. (capture picture).
- Attend the Gram Sabha.
 - Read out the charter of Fundamental Duties.
 - Discuss B2V1 report card, critical gap analysis report and obtain feedback on follow up of B2V1 activities.
 - Unveil the GDP booklet in the Gram Sabha.
 - Get the resolution for approval of GPDP and MGNREGA passed in the Gram Sabha.
 - Unveil the 14th FC plan booklet in the Gram Sabha.
 - Inspect the four pass books- 14th FC, MDM, ICDS, Own Resources.
 - Check the purchase record register for MDM and ICDS.
 - Distribute the information flyers on Individual Beneficiary Based Schemes.
 - Fill up those columns of the B2V2 booklet which require Gram Sabha responses.
 - Distribute guidelines of government schemes which can help increase rural incomes e.g. Backyard Poultry, Dairy Entrepreneurship Scheme etc.
 - Get the Panchayat Biodiversity Committee constituted & not already constituted through a Panchayat (not Gram Sabha) resolution. The format for the resolution will be made available by the district administration.
 - Check Panchayat Asset register and visit/status register if the same is not available, the officer will get it prepared.

- o Collect copy of Panchayat Plastic Collection and Disposal plan.
- o Get scheme wise list of individuals who are desirous of accessing individual beneficiary oriented schemes but have not applied so far.
- o Collect any complimentary variance that people may have, especially with regard to non-sanctioning of benefits under individual beneficiary oriented schemes.
- o Get list of households without piped water/electricity connection.

Day 1 Afternoon:

- Visit local schools, health institutions, AWCs, government assets, banks, water bodies, submersible, electric station, important private enterprises.
- Visit other villages in the Panchayat.
- Evening informal interaction with PRI representatives, highlight government functionalities and prompt citizens to discuss and deliberate upon the core problems/issues being faced by the locals of the Gram Panchayat and ways to increase rural incomes and emerge village/micro industries.
- Capture evening interaction picture by 8:00 P.M.

Day 2:

- Capture morning picture at 7 A.M.
- Formal meeting with the Panchayat members:
 - o Get various subjects/portfolio assigned to the panchees by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - o Inspect the karni register and make the Panchayat members aware about the requirement of monthly meetings as per the Act.
 - o Check the digital signatures of Sarpanch/Panchayat Secretary/Administrator.
 - o Assess the functionality of Panchayats and discuss the difficulties being faced by the Panchayat in carrying out its functions and development works.
- Formal interaction with:
 - o Frictional government functionaries (Doctor/Teacher/Postman/Anganwadi Workers/ASHA/ANM/ML/WH/POs storekeeper/representatives of PHE, PWD, PWD, Agriculture, Animal Sheep, Horticulture etc.)
 - o Social activists/KOs.
 - o Prominent citizens/retired teachers/Govt. employees/retirees/employees etc.

Day 2 Afternoon:

- Visit the Panchayat Gram/BDC office and check for furniture/computer.
- Install board at tiered identified for Panchayat Gram.
- Lead Gram Panchayat Ceremony for completed PMAY houses.
- Inaugurate the previous B2V work and lay foundation stone for a new one.
- Inspect B2V/14th FC works/Lampushing works/other developmental projects taken up.
- Inaugurate the playground; lay the foundation stone for CSC, start one sports event.
- Inaugurate/lay foundation stone of any other work which are available.

Back to Village 2 (B2V2) - Report

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

A) DETAILS OF REPORTING OFFICER:

- Name: Abdul Rashid Lone
- Designation: Asstt. Engineer (Tech)
- Department/Place of posting: POD/STO Bandipora
- Mobile No: 9419522756
- Email id:
- Home District: Bandipora
- Date of visit: 25/05/2018/26/05/2018 November 2019

B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Nangam-A
- Local Government Directory (LGD) code of the Panchayat: 242227
(To be sourced from Rural Development Department/DC)
- Name of CD Block: Nangam
- Name of Tehsil: Sumbal
- Name of District: Bandipora

C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 1
- No. of hamlets in the Panchayat: Nil
- No. of households in the Panchayat: 976
- Population (approx) of the Panchayat: 5836

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

S. No.	Department	Designation of the officer/official
1	Education dept.	Teacher
	Horticulture	Red 4th
2	POD I.C.D.S	Water leader Anganwadi worker
3	Health R.P.G.	Pharmist J.E
4	Seed welfare Fisheries	operator Inspector
5	Food & Supply Sleep	Land man Field supervisor
6	Animal husbandry P.M.E	S.V.P P.D.L
7	Irrigation Forest	Subdivisional maker
8	Endowments & Commend R.O.D	J.C.I Secretary, Panchayat

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat: Yes/No under construction [in dilapidated condition]
- If yes, whether functioning on: Own building/Other government building/Private building
- If no, whether land is available for construction of the Panchayat Ghar: Yes/No
- Whether the BDO office has been established (in case the office visits Block Panchayat): Yes/Not/Not applicable

B2V2/PO&MD/2019

ii. 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	Panchayat Glor is in old furnished condition
Computerizer	Yes/No	Yes/No	- No
Telephone facility	Yes/No	Yes/No	- do -

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: Prepared & Confirmed.

2. FUNCTIONALITY:

i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No

Date of last meeting held: 20-11-2019

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

Date of last meeting held: 19-9-2019

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

(Officer to sign 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	Sarpanch Bank account opened	Official signature other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether all least one transaction has been made
14 th Finance Commission	Yes/No	<u>Secretary Panchayat</u>	Yes/No	<u>3904379 = 39.04</u>	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 physically 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: Constituted & Confirmed.

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: 12, No. (%) to total: 14.6 %

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: 2, No. (16 % 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: Delays in transfer to Panchayat

Also mention if it is being purchased by someone else: C.D.P.O.

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 ANWWs/Helpers directly at Panchayat level: Yes/No

If no, reason thereof: Delays in transfer to Panchayat

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: not transferred to Panchayat

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

If no, reason thereof: not transferred to Panchayat

Also mention if it is being provided by someone else: School management (Headmaster)

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. 28.95 lakh

✓ No. of works approved: 17

✓ No. of works started: N/A

✓ No. of works completed: N/A

✓ No. of Job Card holders in the Panchayat: 229 381

✓ No. of man days generated: N/A

c. 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 available

- xi. Whether subjects have been assigned by the Sarpanch to the Panch: 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
SDO	RDO	<u>Yes/No</u>	
VLW	RDO	<u>Yes/No</u>	
JE	RDO	<u>Yes/No</u>	
CDPO	Social Welfare	<u>Yes/No</u>	
TSWO	Social Welfare	<u>Yes/No</u>	
Anganwadi Supervisor	Social Welfare	<u>Yes/No</u>	
Headmaster/Principal/CEO	School Education	<u>Yes/No</u>	
IC/MDM	School Education	<u>Yes/No</u>	
BAO	Health	<u>Yes/No</u>	
Tensiler/Head-1 estimator	Revenue		
Farmer	Revenue	<u>Yes/No</u>	
Agriculture Extension Officer	Agriculture	<u>Yes/No</u>	
Horticulture Extension Officer	Horticulture	<u>Yes/No</u>	
Village functionaries		<u>Yes/No</u>	
Any other			

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

• Non co-operation by officials: Yes/No

If yes, who: _____ (specify)

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

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

• Delay in administrative approval by 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: Lack of local material due to prevailing situation

F) FOLLOW UP OF BAO TO VILLAGES (BZV1):

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

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

2. Whether any other work started during BZV1 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) Site hand from school materials to G. house made a road

(2) _____

(3) _____

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

If yes, amount released: Rs. 27 lakh.

Whether work identified in BZV1 have been started: Yes/No

likely date of completion: March 2020 (date)

iv. Whether any new work(s) has/have been sanctioned/has been completed in the Panchayat since BZV-1 details given.

Sector/Department	Name of work sanctioned/has been completed	Whether completed (Yes/No)	Remarks:
C.D.F./R.O.D.	1/2 Borewell well to N.R.H.C.	yes	

v. Whether any improvement in attendance of following Department functionaries has been noticed after BZV-1.

- a) Doctine/Paramedics/Other Health staff (Yes/No) ☒
- b) Teachers/PA/T Teachers (Yes/No) ☒
- c) Anganwari Workers/Helpers (Yes/No) ☒
- d) R.O.D staff (Yes/No) ☒
- e) District engineering staff (Yes/No) ☒
- f) Agriculture/Horticulture staff (Yes/No) ☒
- g) Animal Husbandry/Sheep Husbandry staff (Yes/No) ☒

h) Give any particular department has shown improvement, please specify.

Nil.

Any department whose staff is absent most of the time: W.P.N. staff [as submitted by Panchayat]

Any department whose officers/staff has not visited the Panchayat since BZV-1: Nil.

Any department which has reported any event or issue to that of senior officer in the Panchayat since BZV-1: Nil.

vi. Areas of major complaints brought to notice.

Major area of complaint made during BZV-1	Department	Resolution of Complaint	Remarks
un-hygiene drinking water source in village	P.H.E	yes	Action not taken
frequency of defecation in the old public latrine	R.O.D	yes	- do -
poor quality of drinking water	P.H.E	yes	- do -

vii. Major problems confronting the people.

Major problem highlighted during BZV-1	Department	Resolution of problem	Remarks
Scarcity of drinking water	P.H.E	yes	
Excessive use of public latrine	R.O.D	yes	
Public Toilet not available	P.H.E	yes	
Low availability of S.W. development centers	P.H.E	yes	
Low Employment	-	yes	

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 Yes

If no, reason thereof: only 11 are added to the NERGA list - partial

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

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

If no, reason thereof: only some departments from lack of interest

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 Done by some dept.

If no, the officer should get it installed and confirm: not installed

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

If no, the visiting officer to ensure that the meeting schedule is framed in halber presence and confirm: could be uploaded due to non availability of internet

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

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: nothing scheduled on 6.11.2019 has been cancelled

vii. Whether the Gram Sabha Proceedings are laid out in front of Gram Sabha after the conclusion of the meeting. Yes/No not laid out

If no, Reason thereof: _____

viii. Whether the GPDP Plans are being approved by the Gram Sabha. Yes/No Yes

If no, reason thereof: are not framed till date

ix. Whether the approved Plans and Facilitator feedback reports are being uploaded through Plan Portal. Yes/No Yes

If no, reason thereof: non availability of internet

(N.W. 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 GPOE plans for 2020-21. Yes/No
If no, reason thereof: Yes (before & after)

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: As we work with a fixed audit time from its committee has been decided.
2. Is the Social Audit Committee trained in B2V1 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: no audit has been done yet

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
3	nearby bank	E-Governance G.P.D.D. said - economic development	02

2. Quality of training. Poor/Satisfactory/Very Good/Excellent
If yes, Whether any exposure visit within Jharkhand 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
3. Whether any digital literacy training has been conducted for Sarpanches. Yes/No
If yes, quality of training. Poor/Average/Good/Excellent
4. Level of awareness among the elected representatives and general public about the schemes provided to Panchayats
a. Elected representatives: Poor/Satisfactory/Good/Excellent
b. General Public: Poor/Satisfactory/Good/Excellent
(Visiting officer to record the awareness from the pamphlet available)

H) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

1. Visiting Officer to fill appropriate number of beneficiaries covered and approximate number left out.

Scheme/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	-	-	-	-
Scholarship for Minority students	-	-	-	-
Pension - Old Age	117	142	-	154. 154 left behind
Pension - Widow	45	12	-	-
Pension - Disability	43	49	-	1 not enrolled
PM Kisan Muth	-	-	-	-
Ayushman Bharat	31	-	-	-
PM Jeevan Jyoti Bina Yojana	-	-	-	-
PM Surashra Bima Yojana	-	-	-	-
PM Awas Yojana - Gramin	2	163	-	3 (left behind)
State Marriage Assistance Scheme	12	2	-	-

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA Job Card	321	75	—	—
Land Bank	—	—	—	—
Saatchi Bharat Mission- Individual Household Toilets	115	260	—	—
PM Ujjwala Yojana	—	—	—	—
Ujasa	—	—	—	—
Jamdan Account	—	—	—	—
PM Matsyamanvahan Yojana	33	22	Memorandum of intent	4 (out of 4)

* 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.

B. 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	116	—	28
Electricity connection	100	—	—

1st time

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

II DOUBLING FARMERS INCOME:

1. IRRIGATION

i. Topography of the Panchayat: Semi-Hilly/Hilly/Hill/Barren

ii. Major sources of irrigation: Canal/Khula/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify): Govt Irrigation

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

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

✓ If yes, please specify (Canal/Ground Water/Shallow/surface/Springs/Ponds/Any other water body Baranai fall, Fogga, (tick as many as needed) Nelam.

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

If yes, please specify: _____

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

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

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

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

Construction of longshore canals & installation of pumps

2. HIGH YIELDING VARIETY (HYV) SEEDS:

i. Farmers using High Yielding Variety seeds (Approx. 30 %age)

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

iii. If no, reasons thereof: Seed Centre in Panchayat is not available

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card: 300 (Yes)
- No. of farmers who have availed loan facility through KCC during 2019: 29 (Yes)
- No. of farmers who applied for KCC loan but not provided so far: 11 (Yes)
- 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: Requirement of Guarantee.

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

Business Camps also in the loan scheme.

4. MARKETING INTERVENTIONS:

- How is agricultural/horticulture produce sold (tick whichever relevant):
 - Through organized market (mandi): ☒
 - Through un-organized market: ☒
 - Any other, please specify: Self Consumption
- If the surplus produce is not being sold in any market, what measures can be taken to ensure its better marketing: establishment of mandi in near by area
- Any other suggestions for bringing improvements in the marketing of surplus agricultural/horticulture produce:

Better Transport facility to nearest mandi

5. DIVERSIFICATION TO HIGH VALUE CROPPRODUCE:

- Is there any scope/potential for diversification towards high value crop/produce in the Panchayat: Yes/No
- If yes, please specify:

Sr. No	Non-ruminative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
1	Mango	Kite	
2	Pe Pula, musk, etc.	Onion, etc. Keri	

6. INCREASING LIVESTOCK PRODUCTION:

- Anticipated level of farmers about subsidy schemes of Animal/Sheep Husbandry Department: Poor/Satisfactory/Good/Excellent
- Status of household/farmers engaged with Animal/Sheep Husbandry Sector and those intended 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	—	19 list enclosed
3	Sheep Units	—	—
4	Fish Ponds	—	—

- iii. Suggestions for encouraging more (small) producers to set-up new units
ex-factory units of up to 500 sq. ft. and
which may be increased.

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

1. Quality seeds & fertilizers be made available in time at subsidized rates.
2. Better & efficient irrigation system may be developed.
3. marketing facilities be may be provided.
4. Awareness camps.
5. Encouraging people to develop & run units, drug units and learn various skills.

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: 1100 (approx)
- ii. Overall satisfaction level of the people about the ration shop:
 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) PDS machine not working: Yes/No ☒

- h) any other: BPL quota may be increased.
- iii. Number of FIRs registered in last 3 months: Nil

- a) Are people generally satisfied by response of Police to complaints: Yes/No ☒
 b) Is copy of FIR given to people: Yes/No ☒
 c) Are people satisfied about the overall security situation in Panchayat: Yes/No ☒
 d) Any suggestions: opening Arunak Bazaar in
the Panchayat

iv. Public perception:

- a. Are departmental staff available: Poor/Good/Very Good/Excellent ☒
 b. Are departmental staff responsive: Poor/Good/Very Good/Excellent ☒
 c. 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	

PICD	• 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.

un-hygienic treatment drinking water, not provided link heads

Land and sewer drainage system.

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. *591*

iv. Number of children in the age group of 4-14 years enrolled in the schools. *510*

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

vi. Whether PICD 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 PICD has provided Sanitary Napkin Dispenser in the above Schools. *Yes/Not applicable*

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

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

i	Urgent public requirements in order of priority (Max. 07):
1.	<i>Drinking water facility at village with supply scheme from Prangare watershed.</i>
2.	<i>Construction of playground, children's park and installation of solar street lights.</i>
3.	<i>Computer lab for higher sec. school.</i>
4.	<i>Providing of modernity contemporary centers and development of Ponsa Lake for tourism & fisheries.</i>
5.	<i>De-silting/clearing of existing irrigation canals and construction of new irrigation canals from Prangare to Madhukh (new) including good channel from Prangare to Koldhar Prangare.</i>
6.	<i>De-silting of Prangare, minor link heads and construction of drains to avoid water logging.</i>
7.	<i>Stabilization of HT/LT network along with the placement of old deteriorated wooden poles with steel poles.</i>
ii	Any major complaint brought to notice of the Visiting Officer:
	<i>Lack of hygienic drinking water facility.</i> <i>Water logging in dilapidated lands & link heads.</i> <i>Scarcity of medical staff at N.T.P.H.C.</i>

III	Overall perception of functioning of the government:
	The perception of the people towards govt. is optimistic. They expect healthy development, increasing employment and strengthening the principal institutions by providing required funds for basic needs. The perception of employees and their performance is satisfactory.
IV	Overall assessment of vital and suggestions:
	(The rating officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.) The employed is functioning well however the income of people is very low and can be increased by increasing the number of employees, day shifts and involving youth to rural workers skills. There is need of gear up various development works.

Signature of the rating officer
 Name: *phd. J. K. J. K.*