

## 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: Dr. Tanveer Ahmed Afri
- Designation: Veterinary Assistant Subgpo
- Department/Place of posting: sheep husbandry - Kupwara
- Mobile No: 7006013036
- Email id: sabaahafri@gmail.com
- Home District: Kupwara
- Dates of visit: 25/26/27/28/29/30, November 2019

### B) LOCATIONAL DETAILS OF PANCHAYAT:

- Name of the Panchayat: Champora
- Local Government Directory (LGD) code of the Panchayat - 239434.  
(To be sourced from Rural Development Department by DC)
- Name of CD Block: Talshpora
- Name of Tehsil: Talshpora
- Name of District: Kupwara

### C) PANCHAYAT PROFILE:

- No. of revenue villages in the Panchayat: 2
- No. of hamlets in the Panchayat: 200-5
- No. of households in the Panchayat: 200
- Population (approx.) of the Panchayat: 1400

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

S. No.	Department	Designation of the officer/official
1	Social Forestry	Forest guard
2	RAD	Inspector
3	Agriculture	Agricultural Assistant A.E.O.
4	Horticulture	HT & IV.
5	Forest	Helper
6	Prangela	P.O.C.
7	ICDS	Anganwadi worker
8	R&B health	R/S. En/HW

### 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

- ii. If not, whether the building for BDC office has been identified: Yes/No/Not applicable
- iv. Facilities available in the Panchayat RA institutions:

Facilities available	Panchayat Office	BDC Office	Remarks
Furniture	Yes/No	Yes/No	Needs more comfortable for visitors
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: 22 of Nov. 2019
- ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No  
Date of last meeting held: 22 of Nov. 2019
- iii. Whether the Karai register is being maintained by the Panchayat Secretary: Yes/No  
(Officer to inspect the register)
- iv. Whether the Sarpanch/Administrator/Panchayat Secretary have digital signatures: Yes/No

## v. Bank Account opening and receipt of funds.

Name of the Scheme	Separate bank account opened	Official signatory other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakhs)	Whether all bank transactions have been made
14 <sup>th</sup> Finance Commission	Yes/No	Secy to Panchayat	Yes/No	187.9235	Yes/No
ICDS (Nutrition)	Yes/No		Yes/No		Yes/No
ICDS (Honorarium)	Yes/No		Yes/No		Yes/No
Mid Day Meals (MDM)	Yes/No		Yes/No		Yes/No
Own resources of Panchayat	Yes/No		Yes/No		Yes/No
Any other Scheme, if yes, indicate name					

(Visiting Officer to personally check the Passbook and enter the above details. Visiting Officer 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. 14<sup>th</sup> 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: 16 No. (100 % to total)

d. Whether Action Plan has been approved by the DDC: ☒ Yes/No

If no, reason thereof: \_\_\_\_\_

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

No. of works started: \_\_\_\_\_ No. ( ) % to total

If no, reason thereof: because the approval came late & the absence of internet facility caused delay.

f. Who is issuing work order for works being executed under 14<sup>th</sup> CG (tick one):

1) Sarpanch ☒

2) BDO ☐

3) Others (specify) \_\_\_\_\_

vi. 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: not purchased yet but will be started soon

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 AWWs/Helpers 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)

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: \_\_\_\_\_

Also mention if it is being provided by someone else: \_\_\_\_\_

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 24.00 lakh

✓ No. of works approved: 14 works

✓ No. of works started: 13

✓ No of works completed: 13

✓ No of Job Card holders in the Panchayat: 156/81

✓ No. of man days generated: 1115

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: \_\_\_\_\_



- xi) Whether subjects have been assigned by the Grampanch to the Panchas: 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
BOO	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/Principle/ZEO	School Education	Yes/No	
in. MDM	School Education	Yes/No	
BMO	Health	Yes/No	
Tehsildar/Naib Tehsildar	Revenue	Yes/No	
Patwar	Revenue	Yes/No	
Agriculture Extension Official	Agriculture	Yes/No	
Horticulture Extension Official	Horticulture	Yes/No	
Village functionaries		Yes/No	
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: \_\_\_\_\_

#### 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) \_\_\_\_\_

(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)





3) PLANNING, EXECUTION AND TRAININGS:

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP):

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:

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

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

If no, reason thereof: Due to unavailability of internet, the entries can't be uploaded.

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:

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:

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 <sup>st</sup> Meeting Date (20/1/21)			2 <sup>nd</sup> Meeting Date (20/1/21)		
S. No.	Department	Designation	S. No.	Department	Designation
1	I.C.B.S	Anganwadi worker	1	Shed forestry	Forest guard
2	Health	ASHA worker	2	Revenue	Panchayat

1 <sup>st</sup> Meeting Date (20/1/21)			2 <sup>nd</sup> Meeting Date (20/1/21)		
S. No.	Department	Designation	S. No.	Department	Designation
3	Flood & Irrigation	PDC	3	Health	ASHA worker
4	Revenue	Panchayat	4	Health	HT G.I.V.
5	Education	Teacher	5	R & B	Area & Supervisor
6	Road	C.R.R. Supervisor	6	Agriculture	Agriculture Assistant
7	Youth Services Sports	N.Y.C.	7	Stock husbandry	Field Inspectors
8	Forest	Helper	8	I.C.B.S	Anganwadi worker

If no, reason thereof:

vi. 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:

vii. 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:

(V.O. to demonstrate the reports to the Visiting Officer)

- x. Whether the critical gaps identified in the Panchayat during Mission Antyodaya Survey, 2019 are being bridged while preparing GDP plan for 2020-21: Yes/No  
If no, reason thereof: \_\_\_\_\_

## 2. SOCIAL AUDIT:

- i. Whether the details with regard to the schemes being implemented by the Gram Panchayat are placed before the Gram Sabha on quarterly basis for carrying out audit: Yes/No  
If no, reason thereof: \_\_\_\_\_
- ii. Is the Social Audit Committee framed in B2V1 conducting social audit: Yes/No
- iii. Whether the issues raised during the audit are being redressed by the department concerned: Yes/No  
If no, reason thereof: \_\_\_\_\_

## 3. CAPACITY BUILDING & TRAININGS:

- i. Whether, the capacity building and training has been imparted to the elected representatives: Yes/No  
If yes, provide details:

No of Elected Representatives trained	Place of training	Theme of training	No of days
08	1. Handwala 2. B.D.O office Talwara	Procedures regarding collection of total Self Govt.	10 days for Panchs 04 days for Sarpanch

- 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 Panchayat:
- 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/BC students	10	30	the people are poor	nil
Scholarship for Minority students	30	60	due to unemployment	nil
Pension - Old Age	100	—	—	—
Pension - Widow	95	—	—	—
Pension - Disability	15	—	—	—
PM Kisan Nidhi	160	219	Reasons given for delay	—
Ayushman Bharat	—	—	—	—
PM Jeevan Jyoti Bina Yojana	—	—	—	—
PM Suraksha Bina Yojana	—	—	—	—
PM Awas Yojana - Gramin	—	90	Not available of funds by Govt. of India	—
State Marriage Assistance Scheme	—	—	—	—



Schemes/Services	Beneficiaries covered (Nos.)	Pendency (applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
NREGA and CRT	404	-	-	-
Ladli Beti	-	-	-	-
Swaahiti Bharat Mission Individual Household Toilets	162	18	-	-
Prati Ujwala Yojana	100	150	Internet Problem	-
Ulatz	-	-	-	-
Jandhari Account	50	-	-	-
PM Matsya Vandana Yojana	-	-	-	-

\* The visiting officer to enclose scheme-wise list of individual beneficiaries who are interested to avail the benefits under the schemes. He/she to also collect any applications and handover at district headquarters.

i. 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	100	Scheme not taken up	Nil
Electricity connection	Nil	-	-

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

## 1) DOUBLING FARMERS INCOME:

### 1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi
- Main sources of irrigation: Canal/Khula/Tube well/Ponds/Springs/Water harvesting Tanks/Rainfed/Others (please specify): \_\_\_\_\_
- Status of adequacy of irrigation facility in the Panchayat: Sufficient/Insufficient
- Are there any un-tapped irrigation sources in the Panchayat: Yes/No  
 ✓ If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body: Khula (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
- No. of farmers who use drip/sprinkler irrigation in the Panchayat: Nil
- No. of farmers who intend to use drip/sprinkler irrigation: Nil (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat:

Cleanse & repairment of Khula & Bore  
proper drainage system, repairment of different nos. of

### 2. HIGH YIELDING VARIETY (HYV) SEEDS:

- Farmers using High Yielding Variety seeds (Approx. 5 %age)
- Are adequate HYV seeds available to the farmers: Yes/No ☒ No
- If no, reasons thereof: Non availability of seeds by govt



### 3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kissan Credit Card 450 (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019 150 Nos.
- No. of farmers who applied for KCC Loan but not provided so far Nil Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
  - Difficult processes and procedures \_\_\_\_\_
  - Delay by concerned Deptt \_\_\_\_\_
  - Delay by bank concerned ✓
  - Any other problem, please specify \_\_\_\_\_
- Suggestions for improving the process of availing loan under KCC:
 

Both concerned Deptt & Bank's needs to improve their work culture.

### 4. MARKETING INTERVENTIONS:

- How is agriculture/horticulture produce sold (tick whichever relevant):
  - Through organized market (mandi) 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:
 

Cold Store plant at Panchayat level
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:
 

Need of Dry Fruit Mandi at Dist Headquarter for marketing Walnut especially

B2V2/PD&MD/2019

### 5. DIVERSIFICATION TO HIGH VALUE CROP/FRUIT:

Is there any scope/potential for diversification towards high value crops/fruits in the Panchayat: Yes/No  
 ✓ If yes, please specify.

Sr. No	Non-remunerative crop/fruit	Potential for diversification towards the crop/fruit	Remarks (if any)
01	H.D Plots	of Khamul @ 150 plant	
02	-	for Cucumber	

### 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	Nil	10
2	Dairy units	Nil	05
3	Sheep Units	Nil	03
4	Fish Ponds	Nil	05

B2V2/PD&MD/2019

vi. Suggestions for encouraging more household farmers to set-up new Agrovet Comps about various Govt. Schemes needs to be organised from time to time

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

1. Subsidized loans need to be provided to farmers for establishment of shop from 1000 p.a.
2. Establishment of embroidery & Knitting Centres
3. Exposure visit, Tour programme of farmers to Agriculture/Horticulture institutions to know new techniques
4. Seeds & plant of high yielding varieties need to be made available for farmers
5. To cover farmers under Pradhan Mantri Kisan Bekam Yojana.

#### 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) Overcharging: Yes/No
- d) Rude behaviour of store owner: Yes/No
- e) Long distance to be covered to reach the store: Yes/No
- f) Non-display of rates: Yes/No
- g) POS machine not working: Yes/No

h) any other: Needs to improve ration shops.

ii. 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: Needs friendly relation with people

v. 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	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month</li> <li>• Never</li> </ul>	
Social Welfare	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month</li> <li>• Never</li> </ul>	
Police Station	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month</li> <li>• Never</li> </ul>	
PHE	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month</li> <li>• Never</li> </ul>	



PDD	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month</li> <li>• Never</li> </ul>
Any other	<ul style="list-style-type: none"> <li>• Within 1 month</li> <li>• More than 1 month</li> <li>• Never</li> </ul>

vi. Any specific observation or complaint regarding any particular geographic area.  
Food Dept. Animal Husbandry, Health, P.H.E

#### K) OTHERS:

- Whether bull has been identified within Panchayat for collection and disposal of plastic waste: Yes/No
- Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No  
 (Visiting officer to collect a copy of the Plan)
- Number of children in the age group of 4-14 years in the Panchayat: 200
- Number of children in the age group of 4-14 years enrolled in the schools: 180
- Is there any High/Highest Secondary school with more than 40% girl students: Yes/No
- 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
- Whether RDO has provided Sanitary Napkin Incinerator in the above Schools: Yes/No/Not applicable
  - ✓ If yes, whether the incinerator is functional: Yes/No

#### L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

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

1. Availability of drinking & clean water
2. Road Connectivity, School Building, Upgradation Nambargh.
3. Electric poles, wires & transformers for helge.
4. Covering of play ground
5. Availability of firewood / timber
6. Create house for fresh milk can delivery
7. Establishment of veterinary unit

#### II Any major complaint brought to notice of the Visiting Officer:

1. Identification of state land so that it can be availed for construction of public building like Panchayat Office, SFC building etc.

III Overall perception of functioning of the government:

Panchayat is functioning properly.

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. Dr. Tanveer Ahmed Sofi visiting officer visited  
Panchayat today as V.O. found that  
Panchayat is in order, head of safe clean drinking water  
head of poles, wires, transformer and supply.

The economy of farmers on to livestock  
Some units of sheep, poultry, fish ponds, tailoring &  
Khatkhata Centre.

Signature of the visiting officer

Name

Dr. Tanveer Ahmed Sofi