

## Back to Village 2 (B2V2) - Report

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

### DETAILS OF REPORTING OFFICER:

Name: Jagdeep Raj Sharma  
Designation: Lecturer  
Department/place of posting: Education in HSS Pauri  
Mobile No: 7006913266  
Email id: Jagdeep Pasi 11@gmail.com  
Home District: Reasi  
Dates of visit: 25/26/27/28/29/30, November 2019

### OPTIONAL DETAILS OF PANCHAYAT:

i. Name of the Panchayat: hajoze  
ii. Local Government Directory (LGD) code of the Panchayat:  
(To be sourced from Rural Development Department by DC)  
iii. Name of CD Block: Pauri  
iv. Name of Tehsil: Pauri  
v. Name of District: Reasi

### PANCHAYAT PROFILE:

i. No. of revenue villages in the Panchayat: 1 No  
ii. No. of hamlets in the Panchayat: 22  
iii. No. of households in the Panchayat: 241  
iv. Population (approx.) of the Panchayat: 1439

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

S. No.	Department	Designation of the officer/official
1	Agriculture department	AE
2	PMGSY	JE
3	Revenue department	Patwar
4	Forest department	Forest Guard
5	Education Department	Teacher
6	PHE Department	CL worker
7	Provision department	JE
8	Social welfare department	Anganwadi worker

### E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

#### 1. INFRASTRUCTURE:

- i. Whether Panchayat Ghar is available in the Panchayat: Yes/No/unc  
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  
ii. Whether the BDC office has been established (in case the officer visits the Panchayat): Yes/No/Not applicable

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	
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: 31-10-2019

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

Date of last meeting held: 22/11/2019

iii. Whether the Kawaii 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 lakh)	Whether at least one transaction has been made
14 <sup>th</sup> Finance Commission	Yes/No		Yes/No	1337,000	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	9628 → 14656 + 14656 → 15,000	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. 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. 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: 8 No. (\_\_\_\_\_ 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: 7 No. (      % to total)

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

f. Who is issuing work order for works being executed under 14<sup>th</sup> 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 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 20 lakh

✓ No. of works approved: 7

✓ No. of works started: Nil

✓ No of works completed: Nil

✓ No of Job Card holders in the Panchayat: 276

✓ No. of man days generated: 837

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: \_\_\_\_\_

vi. Whether subjects have been assigned by the Sargam to the Panchayat. Yes/No  
 If no, whether subjects have been assigned in presence of the visiting officer. Yes/No

vii. 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	RCO	<u>Yes/No</u>	
V.V.V	RCO	<u>Yes/No</u>	
J.E	RCO	<u>Yes/No</u>	
COPO	Social Welfare	<u>Yes/No</u>	
TSWO	Social Welfare	<u>Yes/No</u>	
Angamastri Supervisor	Social Welfare	<u>Yes/No</u>	
Headmaster/Principals/DO	School Education	<u>Yes/No</u>	
IC MCM	School Education	<u>Yes/No</u>	
BMO	Health	<u>Yes/No</u>	
Treasurer/Audit-Treasurer	Revenue	<u>Yes/No</u>	
Pradhan	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			

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b) Is the Panchayat facing any difficulty in execution of work, identification of beneficiaries, any other matters? Yes/No

✓ Non co-operation by officials Yes/No

If yes, who \_\_\_\_\_ (specify)

✓ Non disclosure of funds available/benefits by officials Yes/No

✓ Delay in preparation of estimates/technical sanctions by engineering staff. Yes/No

✓ Delay in administrative approval by officials Yes/No

If yes, how long \_\_\_\_\_ (specify number of days)

✓ Officers not sharing details of guidelines/bills of beneficiaries Yes/No

✓ Any other difficulty, give details Yes/No

# f) FOLLOW UP OF BACK TO VILLAGE-1 (BZV1):

i. 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)

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 BZV1 Yes/No

If yes, amount released Rs. \_\_\_\_\_ lakh

Whether works identified in BZV1 have been started Yes/No

Likely date of completion \_\_\_\_\_ (date)

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- iv. Whether any new work(s) has/have been sanctioned/taken up/completed in the Panchayat after B2V-1, details thereof:

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
R. D. D	2 School boundary wall at middle school Gajore	No	—

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

- Doctors/Paramedics/other Health staff (Yes/No)
- Teachers/Ret Teachers (Yes/No)
- Anganwari Workers/Helpers (Yes/No)
- RDD staff (Yes/No)
- JES/other engineering staff (Yes/No)
- Agriculture/Horticulture staff (Yes/No)
- Animal Husbandry/Sheep Husbandry staff (Yes/No)

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

Any department whose staff is absent most of the time: NIL

Any department whose officers/officials has not visited the Panchayat even once since B2V1: NIL

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1 NIL

- vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Construction of B.P. from Residence to G.P. power house Gajore	R. D. D	Yes/No	—
—	—	Yes/No	—
—	—	Yes/No	—

- vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
School boundary wall at middle school Gajore	R. D. D	Yes/No	—
Installation of irrigation facility in the village Gajore	Department of Irrigation	Yes/No	—
—	—	Yes/No	—
—	—	Yes/No	—
—	—	Yes/No	—



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

- 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: \_\_\_\_\_

- If no, the officer should get it installed and confirm: \_\_\_\_\_

- If no, the visiting officer to ensure that the meeting schedule is framed in his/her presence and confirm: \_\_\_\_\_

- If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings:

1 <sup>st</sup> Meeting Date (29/11/2019)			2 <sup>nd</sup> Meeting Date (30/11/2019)		
S. No.	Department	Designation	S. No.	Department	Designation
1	Transportation department	JE	1	Agriculture department	AE
2	Social welfare department	A. W. M	2	Grassroots development	Hebba

1 <sup>st</sup> Meeting Date ( )			2 <sup>nd</sup> Meeting Date ( )		
S. No.	Department	Designation	S. No.	Department	Designation
3	Agriculture department	AE	3	Social forestry department	Junior marks
4	PMGSY	JE	4	Horticulture department	Technician
5	Revenue department	Patwari	5	Rural development department	Need-based
6	Forest department	Forest Guard	6	Social welfare department	A. W. W
7	Education department	Teacher	7	Education department	Teacher
8	Social forestry department	Junior marks	8	PMGSY	JE

- If no, Reason thereof: \_\_\_\_\_

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

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

(VLW 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 GPDP plan for 2020-21: Yes/No.  
If no, reason thereof: Nil

## 2. SOCIAL AUDIT:

- i. Whether the details with regard to the schemes being implemented by the Gram Panchayats are placed before the Gram Sabha on quarterly basis for carrying out audit: Yes/No  
If no, reason thereof: ✓
- ii. Is the Social Audit Committee framed in 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
81 (Sarpanch & Sarpanch Khas Kadam)	Indore		4
7 (Sarpanch & Sarpanch Khas Kadam)	Indore		3

- 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 (Nos.)	Pendency (allotted but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for SC/ST/OBC students	ST = Nil SC = 18 OBC = 4	Nil	Nil	
Scholarship for Minority students	4	Nil	Nil	
Pension - Old Age				
Pension - Widow				
Pension - Disability				
PM Kisan Nidhi	109	Nil	Nil	Nil
Ayushman Bharat				
PM Jeevan Jyoti Bima Yojana				
PM Suraksha Bima Yojana				
PM Awas Yojana - Gramen				
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 Job Card	276			
Ladli Beti				
Swachh Bharat Mission- Individual Household Toilets	174			
PM Ujjwala Yojana				
Ujala				
Jandhan Account				
PM Matru Vandana Yojana				

\* 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.

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	80	Due to non availability of piped water connection	80
Electricity connection	20	- 00 -	20

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

#### 1) DOUBLING FARMERS INCOME:

##### 1. IRRIGATION

- Topography of the Panchayat: Semi-Hilly/Hilly/Plain/Kandi
- Major sources of irrigation: Canal/Khuds/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: \_\_\_\_\_ (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 drips/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: 100 (Nos.)
- Any suggestions to improve irrigation facilities in the Panchayat: convert the water source into bore well by digging bore

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

- Farmers using High Yielding Variety seeds (Approx. 60 %age)
- Are adequate HYV seeds available to the farmers: Yes/No ☒
- If no, reasons thereof: \_\_\_\_\_

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

- No. of farmers without Kissan Credit Card 16 (Nos.)
- No. of farmers who have availed loan facility through KCC during 2019 10 Nos.
- No. of farmers who applied for KCC loan but not provided so far 9 Nos.
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):
  - Difficult processes and procedures \_\_\_\_\_
  - Delay by concerned Dept. \_\_\_\_\_
  - Delay by bank concerned ✓
  - Any other problem, please specify: \_\_\_\_\_
- Suggestions for improving the process of availing loan under KCC  
Nil

### 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:  
local mandi
- Any other suggestions for bringing improvements in the marketing of surplus agriculture/horticulture produce:  
Nil

### 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)
<u>1</u>	<u>—</u>	<u>—</u>	<u>—</u>

### 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	<u>Nil</u>	<u>—</u>
2	Dairy units	<u>—</u>	<u>—</u>
3	Sheep Units	<u>—</u>	<u>—</u>
4	Fish Ponds	<u>—</u>	<u>—</u>

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

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

1.	Integrated farming
2.	Muskmelon <del>for</del> Growing
3.	Agriculture
4.	Dairy farming
5.	Cash crops

#### 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: Nil
- ii. Overall satisfaction level of the people about the ration shops:  
Poor/Satisfactory/Good/Excellent

Major problems/complaints with regard to ration shops:

- a) Irregular opening: Yes/No Yes/No
- b) Inadequate stock: Yes/No Yes/No
- c) Overcharging: Yes/No Yes/No
- d) Rude behaviour of store owner: Yes/No Yes/No
- e) Long distance to be covered to reach the store: Yes/No Yes/No
- f) Non-display of rates: Yes/No Yes/No
- g) POS machine not working: Yes/No Yes/No

h) any other: \_\_\_\_\_

iii. Number of FIRs registered in last 3 months: 01

a) Are people generally satisfied by response of Police to complaints: Yes/No Yes/No

b) Is copy of FIR given to people: Yes/No Yes/No

c) Are people satisfied about the overall security situation in Panchayat: Yes/No Yes/No

d) Any suggestions: Nil

#### iv. Public perception:

a. Are departmental staff available: Poor/Good/Very Good/Excellent Very Good/Excellent

b. Are departmental staff responsive: Poor/Good/Very Good/Excellent 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	<input checked="" type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	
Social welfare	<input checked="" type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	
Police Station	<input checked="" type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	
PHE	<input checked="" type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	



PDD	<input checked="" type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	
Any other	<input checked="" type="checkbox"/> Within 1 month <input type="checkbox"/> More than 1 month <input type="checkbox"/> Never	

vi. Any specific observation or complaint regarding any particular department: Nil

#### 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: 30

iv. Number of children in the age group of 4-14 years enrolled in the schools: 30

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

vi. 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

vii. Whether RDD 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:

I	Urgent public requirements in order of priority (Max. 07):
1.	Construction of Road from Gajon to Boliyan
2.	Construction of Road from Pit Ghar to Bharek
3.	Water supply in ward no 01 Gajon
4.	Availability of health subcenter
5.	Establishment of sheep husbandry center
6.	Boundary + well of Gurdwara
7.	Construction of Road from Gajon Malla
II	Any major complaint brought to notice of the Visiting Officer:
	—

III	Overall perception of functioning of the government:	
		satisfactory
IV	Overall assessment of visit and suggestions: (the visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions)	
		Development works are in progress

Signature of the visiting officer

Name

Sharma  
23/11/19  
Jagdeep Rij Sharma  
Lechner