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Back to Village-3

B2V3

October 02-12, 2020

Governance at Peoples' Doorstep

*Balpora
Panchayat*

Haridwar



Government of Jammu & Kashmir

Jammu & Kashmir New Vision New Horizon



LEUTENANT GOVERNOR
JAMMU & KASHMIR



RAJ KISHORE
SCHINDLER

Message

I am delighted to learn that the 3rd version of the much-acclaimed Back to Village-2 (B2V2) programme, a unique and ambitious exercise of taking government to the doorstep of people is being organised from 2nd to 12th October 2016, across Jammu & Kashmir.

In June 2016, the Government of Jammu and Kashmir embarked on the Back to Village programme, which involved the aid of over 4000 Gramin officers, at BSA to every Panchayat and spending two days and a night there. It was also an opportunity to support and strengthen the newly constituted Panchayats. The programme was a huge success. Visiting officers were welcomed and felt by genuine eager to share its troubles and travels with what they had perceived as an unresponsive administration. In fact such was the enthusiasm generated by the programme that the Hon'ble Prime Minister made a mention of it in his "Mao Ki Baat", calling it "a festival of development, public participation and public awareness."

Encouraged by the success of the programme, the government organised the Back to Village-2 (B2V2) in November 2016. This time the focus was on ensuring that funds and functions devolved to the Panchayats were used without any bottlenecks and that beneficiary-oriented schemes actually reach the last person in the queue. The Hon'ble Prime Minister again made mention of the programme in his Independence Day speech of 2016.

I believe the upcoming version of the Back to Village-3 (B2V3) programme will be an attempt at a concentrated and determined developmental push in the region. The actual programme shall be preceded by a three week Jan Abhiyan (Aamir Muhim) which shall focus on 3 concerns and interconnected goals: Jan Surveer (Kashir Surveer) - Public grievance redressal; Adhikar Abhiyan (Muhim Bar-e-Haqooq) - Public Service Delivery and Umeed. Garm Abhiyan (Garm Tanzeem Muhim) - Delivery of Development on ground.

I am confident that this unique effort shall earn the respect of the people of Jammu and Kashmir and that it will be remembered for long as a unique and sincere effort of the government to reach the doorsteps of the people.

B2V1: June 20-27, 2019

B2V2: November 25-30, 2019

B2V3: October 02-12, 2020



N.V.R. Subrahmanyan, IAS



Chief Commissioner
Jammu & Kashmir

Message

Jammu and Kashmir continues to witness a transformation of Panchayat Raj institutions ever since their constitution in 2012. Through the first of its kind initiative - 'Back to Village' - and the Government's decision of allocating funds, facilities and facilities in 1996, great work has been done in the Union Territory. As a next step in this direction, the phase 2 of the 'Back to Village' programme is being held from 02nd October to 12th October, 2020, which will give a deeper push to the institutionalisation of PRA.

Since the first B2V focused on interaction and information on local needs, the second B2V focused on strengthening and institutionalising Panchayats, strengthening the newly elected PRAs and focusing on education and 100% coverage of individual beneficiary assisted schemes.

Now, building on the foundation laid by B2V1 and B2V2, the B2V3 has been planned as an 'Action' action with its focus on implementation and execution. This action will aim to address governance and needs to provide action on the ground, thus making it more ambitious and action oriented.

Further, local initiatives are being taken up through a three week long public outreach session in Rajmoula, Jammu, with its three concurrent and interconnected goals of public grievance redressal, public service delivery and delivery of development on ground. B2V3 is also an occasion to witness government functioning and service delivery through an unprecedented proactive Government PRG interface.

I appeal to all Panchayat representatives as well as people's representatives and proactively participate in the program, thereby making governance more participatory, transparent and accountable.

I also urge the Deputy Commissioners to coordinate the role of officers to various Panchayat Hqrs for better collection and ensure adherence to CDD/DOPs while ensuring service outreach activities.

I am confident that the people and officers alike will once again rise to the occasion and replicate the success of earlier B2V programmes.

(N.V.R. Subrahmanyan)

- xiv. No. of grievances received pertaining to Panchayat level NIL
- xv. No. of grievances disposed of at Panchayat level NIL
- xvi. Whether the Sarpanch/ Panchayat Secretary have digital signatures Yes/ No Yes
- xvii. Whether all MGNREGS/ M P E payments are being made by Sarpanch through Digital Signature Certificate (DSC) Yes/ No Yes
- xviii. Bank Account opening and receipt of funds

Name of the Scheme	Separate Bank account opened	Official signature other than Sarpanch	Funds received	Balance in the account as on date the account	Amount of payment made by Sarpanch (date opening of account)
M P Finance Commission	Yes/ No <u>Yes</u>	<u>Yes</u>	Yes/ No <u>Yes</u>	<u>135000/-</u>	<u>135000/-</u>
ICDS (Nutrition)	Yes/ No <u>Yes</u>	<u>Yes</u>	Yes/ No <u>Yes</u>	<u>N/A</u>	<u>N/A</u>
ICDS (Stimulation)	Yes/ No <u>Yes</u>	<u>Yes</u>	Yes/ No <u>Yes</u>	<u>26170</u>	<u>N/A</u>
Mid-Day Meal (MDM)	Yes/ No <u>Yes</u>	<u>Yes</u>	Yes/ No <u>Yes</u>	<u>N/A</u>	<u>N/A</u>
Gram repository of Panchayat	Yes/ No <u>Yes</u>	<u>Yes</u>	Yes/ No <u>Yes</u>	<u>5530/-</u>	<u>5530/-</u>
Any other scheme, if yes, indicate name	<u>/</u>	<u>/</u>	<u>/</u>	<u>/</u>	<u>/</u>

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.

4.2. Integrated Child Development Scheme (ICDS)

- i. Is the Panchayat/ Sarpanch purchasing nutrition items at Panchayat level for use in the Anganwadi Centres of the Panchayat. Yes/ No Yes
- If no, reason thereof 22
- Also mention if it is being purchased by someone else: _____
- ii. Is nutrition being provided to Anganwadi Centres in the Panchayat. Yes/ No Yes
- If no, reason thereof _____
- iii. Expenditure incurred on procurement through Sarpanch 135000/-
- iv. Is the Panchayat/ Sarpanch paying honorarium to AW/W/ Helpers directly at Panchayat level. Yes/ No Yes

- iv. Expenditure incurred on paying of honorarium through Sarpanch 25000/-
- v. Whether the record on account of purchase, disbursement and payment of honorarium is being maintained by the Panchayat. Yes/ No Yes
- Visiting Officer to check the register and verify the signatures of the Sarpanch on the record

4.3. Midday Meal (MDM) Scheme

- i. Whether Panchayat/ Sarpanch is purchasing items at Panchayat level for providing to school under MDM in the schools. Yes/ No Yes
- If no, reason thereof _____
- ii. Expenditure incurred on Mid-Day Meal/ Food items through Sarpanch NIL
- iii. Whether the Panchayat/ Sarpanch is providing the food to the school children in the Panchayat. Yes/ No Yes
- If no, reason thereof _____
- Also mention if it is being provided by someone else: _____
- iv. Whether the record on account of purchase, disbursement and payment of food is being maintained by the Panchayat. Yes/ No Yes
- Visiting Officer to check the register and verify the signatures of the Sarpanch on the record
- v. Expenditure incurred on honorarium to cook cum helper through Sarpanch 22
- vi. Whether the Action Plan regarding on account of food provision of the Panchayat is being prepared. Yes/ No Yes
- If yes, whether approved by the Gram Sabha. Yes/ No Yes
- If no, reason thereof _____

4.4. Challenges

- i. Major challenges being faced by the Panchayat in functioning and execution of works

Non-Cooperation of Panchayat Body

D-i Frontline Officers/ Officials who were assigned to the Panchayat for the programme:

S. No.	Department	Name	Designation	Contact Number
1	General	Dr. S. S. S. S.	Dr. S. S. S. S.	9011111111
2	General	Dr. S. S. S. S.	Dr. S. S. S. S.	9011111111
3	General	Dr. S. S. S. S.	Dr. S. S. S. S.	9011111111
4	General	Dr. S. S. S. S.	Dr. S. S. S. S.	9011111111
5	General	Dr. S. S. S. S.	Dr. S. S. S. S.	9011111111
6	General	Dr. S. S. S. S.	Dr. S. S. S. S.	9011111111
7	General	Dr. S. S. S. S.	Dr. S. S. S. S.	9011111111
8	General	Dr. S. S. S. S.	Dr. S. S. S. S.	9011111111
9	General	Dr. S. S. S. S.	Dr. S. S. S. S.	9011111111
10	General	Dr. S. S. S. S.	Dr. S. S. S. S.	9011111111

D-ii Details of absent employees vis-à-vis list furnished by the DC:

S. No.	Department	Name	Designation
1			
2			
3			
4			
5			

E) Strengthening of Gram Panchayats:

1. Infrastructure:

1. Whether Panchayat Office is available to the Panchayat? Yes/ No/ Under construction
 If yes, whether functioning in Govt Building/ Other government building/ Private building
 If no, whether land is available for construction of Panchayat Office? Yes/ No

2. Facilities available in the Panchayat Office:

Facility	Availability	Remarks
Furniture in Panchayat Office	Yes/ No	
Computer/ printer in Panchayat Office	Yes/ No	
Telephone in Panchayat Office	Yes/ No	
toilet facility available in Panchayat Office	Yes/ No	Not available
Electricity available in Panchayat Office	Yes/ No	Not available
Water connection available in Panchayat Office	Yes/ No	Not available
Bank Branch available in the Panchayat	Yes/ No	

2. Whether Infrastructure and Assets Register has been prepared? Yes/ No
 If Yes, whether Officer is physically checking the register?
 If Yes, whether Officer is getting the register prepared in his/her presence and under

2. Functionality:

2.1. General activities:

1. Are Ward Sabha meetings being held? Yes/ No
 2. No. of Ward Sabha meetings held since inception: 24
 3. No. of Gram Sabha meetings conducted since inception: 24
 4. Date of last Gram Sabha: 15-09-2020
 5. Are all items approved in Gram Sabha? Yes/ No
 6. Is the minimum quorum of 1/10th being ensured in all Ward/ Gram Sabha? Yes/ No
 7. Are Ward Sabha/ Gram Sabha resolutions attached with all plans? Yes/ No
 8. Is the Approving Authority checking Ward Sabha/ Gram Sabha resolutions? Yes/ No
 9. Has Social Audit Committee been formed? Yes/ No
 10. Is social audit being conducted by the Committee? Yes/ No
 11. No. of works audited by the Social Audit Committee: 25
 12. Has Panch Samiti been constituted? Yes/ No
 13. Has the Panch Samiti approved the Village Action Plan? Yes/ No
 14. No. of meetings of Panch Samiti held: 10
 15. Is Executive Management Committee constituted? Yes/ No
 16. No. of BMC meetings held: 10
 17. Is a register of all previous works/ assets in the Panchayat being maintained? Yes/ No
 18. Have wall paintings of works executed for 2019-20 been done in the Panchayat? Yes/ No
 19. Are Pradhan Adhyaksha activities being held in the Panchayat? Yes/ No
 20. What and where was the last activity held? at Khajuraho, B. B. B. B.
 21. Have Health & Family Welfare Advisory Committee (HFAC) & Village Health Sanitation & Nutrition Committee (VHSNC) been constituted under the Sarpanch? Yes/ No
 22. No. of meetings of HFAC & VHSNC meetings held: 10
 23. Is the name of Sarpanch displayed on citizen information boards of all POSSE schemes? Yes/ No
 24. Are Sarpanchs being involved in start/ inauguration of activities? Yes/ No

Jan Abhiyan

September 10-30, 2020

General instructions for the Visiting Officer

01. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting, he/she shall be briefed about the action taken by the district regarding previous Back to Village visits. He/she shall collect a detailed action taken report of the works/ issues/ problems/ grievances of the previous Back to Village visits. He/she shall also be briefed about and given data/ information regarding the activities related to his/ her Panchayat which were undertaken during the Jan Abhiyan/ Ikam Muhim phase.
02. He/she shall collect his booklet from Deputy Commissioner's office in which several fields have been marked with addresses (1). These fields are to be provided by the district team. The visiting officer must check that the same has been done.
03. He/she shall also collect the draft MGNREGA and 15th FC plan, list of Awasar beneficiaries, list of pension beneficiaries and Panchayat newsletter from the Deputy Commissioner's office.
04. 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.
05. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwadi centres, etc. as possible. He/she should prepare a small report on whether any improvement has been noted or any problem/ issue raised by the people regarding the same has been redressed or not.
06. He/she should visit all the wards of the Panchayat and participate in the Ward Sabhas, record the proceedings of the same and handover details of the issues raised and resolution passed if any to the Deputy Commissioner on his return. He/she shall hold meeting with BOC members, Panchayat members and prominent members of gram Panchayat and submit the details of the issues raised to the Deputy Commissioner. He/she shall also hold informal discussions with the residents of the Panchayat and assess the level of functionality of the Panchayat, infrastructure available, the reach of the government programmes and the satisfaction level of the people with various activities including the Jan Abhiyan/ Ikam Muhim programme.
07. The officer shall attend the Gram Sabha in which the Gram Sabha passes the draft MGNREGA and 15th FC plan with or without changes. A detailed resolution regarding the same be prepared and handed over to the Deputy Commissioner on return. He/she should also read out the list of Awasar beneficiaries and pension beneficiaries in the Gram Sabha and ensure weeding out of any ineligible/ dead/ migrated beneficiaries. The list regarding these deletions shall be handed over to the Deputy Commissioner's office.

13. Universal coverage Scheme*

Scheme	Total number of households	Households covered during Jan Aardhan/ Aardhan Mukam	Penalty (INR)	Reasons of penalty
At Health Scheme	22	0	0	0

14. School Amenities

- No. of schools in the Gram Panchayat 02
- No. of schools with Ramp Facility for Children with Specific needs 02
- No. of schools with drinking water facility 02
- No. of schools with electricity connection NIL
- No. of schools with toilet facility
 - For Boys 02
 - For Girls 02
- No. of schools with girl students (GIRL/ Co-Ed schools) 02
- No. of such schools installed with Sanitary Napkin vending Machines NIL
- No. of such schools installed with incinerators NIL

15. Basic Services

- No. of habitations with over 250 souls 02
- No. of habitations with over 250 souls in the GP without road connectivity NIL
- If yes, whether those roads have been surveyed? Yes/No Yes
- No. of habitations with less than 250 souls in the GP without tar weather road 0
- If yes, whether those roads have been surveyed? Yes/No Yes
- Is there any habitation or mohalla which is yet un-surveyed? Yes/No No
- If yes, names and approx. no. of households

1st	_____	Household
2nd	_____	Household
3rd	_____	Household

Remarks/ explanation _____

- Total no. of households without electricity connection in the GP NIL
- Is there any habitation/ area where trees/ wooden poles are used for electricity supply? Yes/No Yes
If yes, details 14th April 22
Approximate no. of wooden poles 50
- Are there any areas where fuelwood is used for electricity supply? Yes/No No
If yes, name of the habitation Ward 02
Approximate length 80m meters
Approximately what %age of total area length in GP is fuelwood 2000 sq. ft.
- No. of households without piped water supply in the GP 51

16. Pradhan Mantri Awas Yojana (PMAY)

- Cumulative Target 31 No.
- No. of households sanctioned with verified documents during Jan Aardhan/ Aardhan Mukam NIL
- No. of households to which an allotment released during Jan Aardhan/ Aardhan Mukam NIL
- No. of houses completed in 2020-21 NIL
- No. of houses completed during Jan Aardhan/ Aardhan Mukam NIL
- No. of houses under construction NIL

17. Community Sanitary Complex (CSC) Status

- Whether CSC sanctioned in the Gram Panchayat? Yes/No Yes
- If yes, has the CSC been constructed? Yes/No Yes
- Whether the CSC is functional? Yes/No Yes
- No. of CSCs taken up during Jan Aardhan/ Aardhan Mukam NIL
- No. of CSC completed during Jan Aardhan/ Aardhan Mukam NIL
- Any issue regarding water connection and sewage disposal in CSC NIL

18. MGNREGA

- Whether MGNREGA Plan/ work is has been approved? Yes/No Yes
- If yes,
 - Funds allocated to the Panchayat Rs. 10.84

c) Holding of Maha Sabha/ KC activities of different departments, especially those involved with individual beneficiaries

- Extension/ information camps of Agriculture/ Horticulture
- Animal/ Sheep Husbandry
- Fish/Birds/ Bee/ Poultry activities
- Activities/ exhibitions/ information campaigns of the following departments:
 - Animal/ Sheep Husbandry
 - Agriculture
 - Horticulture
 - Handloom/ Textilecrafts
 - Youth Services and Sports
 - Forestry
 - Any department which has subsidy or individual beneficiary scheme.

d) Filling up of BSVI booklet.

Day 3:

1. Holding of Maha Sabha/ Bal Sabha - proceedings to be recorded and signed. Resolutions to be handed over to DC.
2. Visits and inaugurations along with Sarpanch/ Panch/ BSC Chairman
 - Launching projects
 - Reports completed last month under MFC, MGNREGS, BSVI or any other CGU/ District/ State sector scheme
 - Ghar Pravesh ceremonies of houses completed under PMRY/ distribution of LPG.

IMPORTANT NOTE:

1. Visiting Officer to ensure that Panch/ Bal visits all works completed under BSVI and inaugurates them. Panch/ Bal has to ensure that AT LEAST 20% work has already been completed under BSVI both physically and financially.
2. Visiting Officer to ensure that AT LEAST 20% of priority demands is identified, foundation stone laid and started during Panch/ Bal visit.

Documents to be provided to the Visiting Officer by the DC

1. Copies of BSVI and BSVI booklet as filed in by the visiting officer in June/ November 2019.
2. Two copies of BSVI booklet with basic data in facts marked with asterisk (*) already filed in.
3. Duly validated Mission Arbhakalya form and state of living survey data.
4. Developmental progress/ profile of the Gram Panchayat including:
 - Action Taken Report on houses/ demands/ components of BSVI and BSVI.
 - List of new works/ schemes/ ongoing/ completed after BSVI and BSVI under the following heads:
 - MFC work
 - BSVI works
 - Convergence
 - District Plan
 - State Sector
 - Any other work
 - Any other developmental activities, whether public or private, initiated in the Gram Panchayat after BSVI.
 - Any upgradation/ new sanction, including those of schools/ medical facilities/ facilities of any other department, initiated/ completed after BSVI.
5. Plans/ beneficiary lists:
 - MGNREGS draft plan document for the year 2019-20.
 - MFC draft plan document for the year 2019-20.
 - List of house beneficiaries.
 - List of pension beneficiaries.
6. Lists of beneficiaries for:
 - various certificates/ benefits to be distributed by the visiting officer.
 - where Ghar Pravesh ceremonies have been organised.
7. Panchayat resolution.

Documents to be returned by the Visiting Officer to the DC

1. Booklet duly filed - new copy.
2. Maha Sabha, Gram Sabha, Bal Sabha and Bal Sabha resolutions.
3. List of donations from Aashir-beneficiaries.
4. Representations received, if any.
5. MGNREGS plan passed by the Gram Sabha along with resolution.
6. MFC plan passed by the Gram Sabha along with resolution.
7. List of shortcomings noticed, if any.
8. Any reports that the officer wishes to submit based on Panch/ Bal observations.

Back to Village (B2V3)

October 02-12, 2020

(To be filled up by the Reporting Officer during his/her three day visit to the Panchayat. Fields marked with asterisk (*) have to be filled by the District Administration before the booklet is handed over to the visiting officer.)

A) Details of Reporting Officer:

- Name: Fareeq Ahmad Haqem
- Designation: So Lecturer
- Department/ place of posting: Education/ BSS Magam
- Mobile No: 7290549331
- Email ID: fareeqahmed936636@gmail.com
- Home District: Budgam
- Dates of visit: 02/10 - 04/10

B) Locational details of Panchayat:

- Name of the Panchayat: Balpore
- Local Government Directory (LGD) code of the Panchayat: 241399
(To be sourced from Rural Development Department/ by DC)
- Name of CD Block: Kharshab
- Name of Tehsil: Kharshab
- Name of District: Budgam

C) Panchayat Profile:

- No. of revenue villages in the Panchayat: 02 - Kharshab & Balpore
- No. of hamlets in the Panchayat: 02
- No. of households in the Panchayat: 380
- Population (approx) of the Panchayat: 1507

17. No. of works started during Jan Abhiyan/ Awami Muhim: NIL
18. No. of works completed during Jan Abhiyan/ Awami Muhim: NIL
19. No. of people/ staff generated during Jan Abhiyan/ Awami Muhim: NIL
20. Wages due for 'a' above: Rs. 200 lakh
21. Wages paid out of 'a' above: Rs. 200 lakh
22. Any grievance related to M3M222: NIL

19. 14th FC Award:

1. Allocation under 14th FC for four years: Rs. 1350 lakh
2. Whether Action plan prepared for all years: Yes/ No: Yes
3. No. of works as per the Action Plan: 10
4. Whether approval accorded by the Action Plan by the DPC: Yes/ No: Yes
5. No. of works for which technical sanction accorded by the DPC: 10
6. No. of works sanctioned by the Public Procurement: 10
7. No. of works taken up during Jan Abhiyan/ Awami Muhim: NIL
8. No. of works completed during Jan Abhiyan/ Awami Muhim: NIL
9. Payments made during Jan Abhiyan/ Awami Muhim: Rs. NIL lakh
10. Total expenditure on PWD/ other: Rs. 1350 lakh

20. Works under Capex and CSS:

a. District Capex

S. No.	Department	No. of activities/ works taken up during Jan Abhiyan/ Awami Muhim	No. of activities/ works completed during Jan Abhiyan/ Awami Muhim	Payments made during Jan Abhiyan/ Awami Muhim Rs. in lakh	Remarks
1	ROD	/	/	/	/
2	PWD	/	/	/	/
3	Ja. Shram	/	/	/	/
4	POO	/	/	/	/
5	Others	/	/	/	/

b. UP Capex

S. No.	Department	No. of activities/ works taken up during Jan Abhiyan/ Awami Muhim	No. of activities/ works completed during Jan Abhiyan/ Awami Muhim	Payments made during Jan Abhiyan/ Awami Muhim Rs. in lakh	Remarks
1	ROD	/	/	/	/
2	PWD	/	/	/	/
3	Ja. Shram	/	/	/	/
4	POO	/	/	/	/
5	Others	/	/	/	/

c. Centrally Sponsored Schemes (CSS)

S. No.	Scheme	No. of activities/ works taken up during Jan Abhiyan/ Awami Muhim	No. of activities/ works completed during Jan Abhiyan/ Awami Muhim	Payments made during Jan Abhiyan/ Awami Muhim Rs. in lakh	Remarks
1	Swachh Bharat	/	/	/	/
2	PMGSY	/	/	/	/
3	Ja. Shram Mission (JSM)	/	/	/	/
4	Ja. Shram Mission (JSM)	/	/	/	/
5	Others	/	/	/	/

21. Feedback regarding service delivery during Jan Abhiyan/ Awami Muhim:

1. No. of complaints received: 02
2. No. of complaints resolved: 01
3. Comments raised in delivery of services: 1-2-2020

22. Others:

1. Whether survey of all physically challenged persons requiring prosthetic aids, wheel chairs, hearing aids etc. has been completed: Yes/ No: Yes

8. Integrated Social Security Scheme (ISSS):

Scheme	Eligible Families/Individuals	Sanctioned during Jan Abhiyan/ Aarati Muhim	Total sanctioned	Pendency (No.)	Reasons of pendency	Further sanction during Jan Abhiyan/ Aarati Muhim	Total sanction pending
Old Age Pension	N/A	1	83	11	Sanction pending	2	71
Assistance to Women in Distress	N/A	1	34	2	0	1	30
Assistance to Physically Challenged Persons	N/A	-	30	1	0	1	29

9. Other Welfare Schemes:

Scheme	Eligible Families/Individuals	Sanctioned during Jan Abhiyan/ Aarati Muhim	Total sanctioned	Pendency (No.)	Reasons of pendency
PM's Matru Sahakar Yojana (PMMSY)	29	1	30	-	-
National Family Benefit Scheme (NFBS)	-	-	-	03	Sanction pending
PM Garib Kalyan Anna Yojana	-	-	-	-	-
Mission mode project for registration of construction workers	-	-	-	-	-

10. Scholarships to the students under various schemes:

Scheme	Target Population	Scholarships sanctioned during Jan Abhiyan/ Aarati Muhim	Total scholarships sanctioned during the year	Reasons of pendency
Pre-Matric for SC	/	/	/	/
Pre-Matric for ST	/	/	/	/
Pre-Matric for OBC	/	/	/	/
Pre-Matric for Minorities	/	/	/	/
Post-Matric for SC	/	/	/	/

Scheme	Target Population	Scholarships sanctioned during Jan Abhiyan/ Aarati Muhim	Total scholarships sanctioned during the year	Reasons of pendency
Post-Matric for ST	-	-	-	-
Post-Matric for OBC	29	-	29	-
Post-Matric for Minorities	2	-	-	-
Dr. Ambedkar EBC	-	-	-	-
National Merit cum Means Scholarship	/	/	/	/
Merit cum Means Minority	/	/	/	/
PM's Special Scholarship for Girl (PMSSSG)	/	/	/	/
National Talent Search Scheme	/	/	/	/
National Scheme for Scholarship to Girl Child for Secondary Education (NSGS)	/	/	/	/

11. Agriculture Schemes sanctioned during Jan Abhiyan/ Aarati Muhim:

Scheme	Target Population	Sanctioned during Jan Abhiyan/ Aarati Muhim	Total Sanctioned	Pendency (No.)	Reasons of pendency
PM Kisan Samman Nidhi (PM-KISAN)	310	124	124	160	Under Process
Kisan Credit Card	402	-	246	156	Under Process

12. Live Stock Schemes:

Scheme	Applications received	Sanctioned during Jan Abhiyan/ Aarati Muhim	Pendency (No.)	Reasons of pendency
Dairy Entrepreneurship Development Scheme	NIL	NIL	NIL	NIL
Innovative Poultry Production Programme	NIL	NIL	NIL	NIL
Integrated Development of Small Ruminants and Pigs and Sheep Farm	NIL	NIL	NIL	NIL

1. Domicile Certificates Issued *

Category	Target population	Certificates issued during Jan-April 2020	Total certificates issued (1-12-2020)	Pendency (No.)	Reasons of pendency
PRC Holders		52	105	53	
Non-PRC	1	3	11		
WFO					
Students					
Others					

2. Category certificates issued *

Category	Target population	Certificates issued during Jan-April 2020	Total certificates issued (1-12-2020)	Pendency (No.)	Reasons of pendency
SC					
ST					
OBC					
ALC					
Others					

3. Revenue papers issued

Category	Applications received	Certificates issued during Jan-April 2020	Pendency (No.)	Reasons of pendency
Hakul/ Jambhul	3	5		
Hakul/ Gharwal	4	4		
Paras/ Jambhul	1	2		
Mutations	2	2		

4. Birth/ Death/ Disability Certificates * (for period beginning from April 1, 2020)

Category	Target	Certificates issued during Jan-April 2020	Total certificates issued *	Pendency (No.)	Reasons of pendency
Death Certificates					
Birth Certificates	13		13		
Disability Certificates	1				

Category	Target	No. of total Section Certificate issued	Certificates issued during Jan-April 2020	Pendency (No.)	Reasons of pendency
PRC	135	130	6	3	
Non-PRC	43	34	2	9	
Artisans/ Agri. Trainers	23	22	0	1	

5. Health *

Scheme	Eligible Families/ Individuals	Covered during Jan-April 2020	Total covered	Pendency (No.)	Reasons of pendency
Pradhan Mantri Jan Arogya Yojana (PM-JAY)	22	466	30	2	
Pradhan Mantri Jan Arogya Yojana (PM-JAY) - 2010	210		23	183	
Janani Suraksha Yojana (JSY)	161	11	19	145	

7. National Social Assistance Programme (NSAP) *

Scheme	Eligible Families/ Individuals	Covered during Jan-April 2020	Total covered	Pendency (No.)	Reasons of pendency	Certificates issued during Jan-April 2020	Total certificates issued
Old Age Pension	N/A	1	1/1	2	Subsidy	1	35
Widow Pension	N/A	1	1	1			1
Disability Pension	N/A	1	1	3			8

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S. No.	Name of work and Department	Est. (Rs. in lakh)	Whether standard under BPL/BPLV/ Others (Please specify)	Whether AA/TS approved	Whether physically started	
					Yes/No	If Yes, Status
1	Dr. E. M. S. S. S. S.	2000	BPL	/	Yes/No	Not started
2	PDD	2000	BPL	/	Yes/No	Not started
3	PDD	2000	BPL	/	Yes/No	Not started
4	/	/	/	/	Yes/No	Not started
5	/	/	/	/	Yes/No	Not started

RESEARCH AND TEST RESULTS

- IMPORTANT NOTE:**
3. Two works to be identified by Open Frontwork / Open Subwo preferentially selected out of priority works of 8/20 and 8/200
4. At least one work to be identified and started - Roundabout Stone to be used by the Voting Office

14. Other Projects of 1983 Beneficiaries

S. No.	Name of the beneficiary	Gift handed over Yes/ No
1		
2		
3		
4		
5		

H) FOLLOW UP ©

1. Impact Public Transportation	
1. Isolation of Camps	Extensive Dispersal
2. Expansion of Land Use	Extensive under construction
3. Drainage System	Minor projects under way & localities over
4. Upgradation of Roads	Extensive under construction
5. Water Supply (municipal)	not under progress
6. Provision of Public Transport	—
7. Construction of Public Bus	Started 2 years ago & expected to be completed soon
2. Impact Public Transportation Programme (RTI)	
1. Two Transporters & Daily Services available	not sufficient for localities under 1000 to 15000
2. Expansion of Land Use	Demand under construction
3. UPgradation of roads & water supply	not feasible in some
4. Forest Under Report	land proposed to higher level
5. Animal/Wild Habitat	not feasible with roads
6. Brown Field	Salpica mine under jurisdiction of Bot. Survey Centre
7. Construction of Drainage & Public Bus	Started under construction
8. via. Major Street	

G) Activities during B2V3

DAY 1:

1. Whether meeting held with SDG / Panchayat members/ government officials. Yes/No ☒
2. No. of Panchayat Members present 04
3. Issues raised during the meeting:
 1. Electricity pole & transformer
 2. Drinking water
 3. Drainage system
4. Important issues/problems/ institutions visited (Please list):
 1. ☒ Schools
 2. ☒ HCU/ONG
 3. ☒ Veterinary clinic
 4. ☒ Anganwadi centre
 5. ☒ PDS ration depot
 6. Any industrial establishment
 7. Government office

No.	Yes/No
1.	Yes
2.	Yes
3.	Yes
 8. Any other: None
5. Total number of wards in the Panchayat 07
6. No. of Ward Sabha held 04
7. No. of villagers present during the Ward Sabha 20
8. Whether any resolution passed. Yes/No ☒
9. Citizen Information Board visited. Yes/No ☒
10. Wall painting of works of 2019 or expected. Yes/No ☒
11. Name of the departments whose works displayed in the paintings:
 1. RDO

DAY 2:

1. Ward Sabha

1. Location of Ward Sabha Panchayat Ghar
 2. No. of villagers present during the Ward Sabha 20 Villagers
 3. Whether resolution passed for MGNREGS. Yes/No ☒
 4. Whether resolution passed for APFC Plan. Yes/No ☒
 5. Whether list of Kisan/ Samakshikar sent out. Yes/No ☒
 6. No. of ineligible beneficiaries removed NIL
 7. Whether list of pension beneficiaries sent out. Yes/No ☒
 8. Whether people made awareness of the Covid-19:
 - Use of Mask. Yes/No ☒
 - Sanitizing. Yes/No ☒
 - Social distancing. Yes/No ☒
 9. Whether Panchayat Newsletter distributed. Yes/No ☒
 10. Whether any mega cultural/ social sports event held. Yes/No ☒
- Details shared:
- | | |
|-----|--------|
| No. | Yes/No |
| 1. | Yes |
| 2. | Yes |
| 3. | Yes |
11. Details of scheme benefits extended/ services distributed:
 - a. No. of Gramin certificate distributed NIL
 - b. No. of sports kit distributed YES
 - c. No. of students distributed uniforms/ bags/ shoes NIL

1. No. of bicycles/ prosthetic aids distributed NIL
 2. No. of scholarships distributed NIL
 3. No. of Ayushman Bharat - golden cards distributed NIL
 4. No. of Aar Health Cards distributed NIL
 5. Others /

6. Whether any other information was shared Yes/ No Yes
 7. Whether any major work of any other department, especially those involved in individual beneficiaries like Agriculture/ Horticulture/ Animal/ Sheep Husbandry, Handloom/ Handloom, Handloom etc. has been done Yes
 8. Others shared /

9. Whether Panchayat Abhiyan activity held Yes/ No Yes
 10. Brief description of the activity Looked stall/stand for Panchayat Abhiyan in April 2018

DAY 3:
 1. Mukta Sabha 01/
 2. Attendance 708
 3. Resolution passed, if any Welfare Pension
 4. Issues raised Marriage Assistance
 5. /

6. Bal Sabha 07
 7. Attendance 207
 8. Resolution passed, if any Child rate SL DS

9. Issues raised School uniforms
 10. Fee Books
 11. /
 12. /

13. Works completed/ inaugurated under Eaz:

S. No	Name of work and Department	Cost (Rs. in lakh)	Date of completion	Inaugurated by Visiting Officer (Yes/No)	Whether financially completed and all payments made (Yes/No)
1	/	/	/	/	/
2	/	/	/	/	/
3	/	/	/	/	/
4	/	/	/	/	/
5	/	/	/	/	/

Important Note: At least one work (minimum as reflected in Entry/No. 1) to be physically and financially completed in every Panchayat and inaugurated by visiting Officer.

14. Other works completed/ inaugurated:

S. No	Name of work and Department	Cost (Rs. in lakh)	Date of completion	Inaugurated by Visiting Officer (Yes/No)	Whether financially completed and all payments made (Yes/No)
1	RDD	12000000	August	18/08/18	Yes
2	X	X	X	X	X
3	/	/	/	/	/
4	/	/	/	/	/
5	/	/	/	/	/

NOTES

Suggesting:

The people of Balpur
Ranchard wants drinking water
facility from the water tank
existing in their ^{own} village. ~~proposed~~

V/O

44. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwadis 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, SHREYA and other government programmes. If there is a long-pending project in the village, the officer should certainly inspect the same and record its progress.
45. In addition to all other activities that the visiting officer will carry out, he/she should lay special emphasis on 100% enrolment of school children (age 6-14 years), 100% coverage of PM-Awas, 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 building rural income and emerging business enterprises and village industries.
46. The visiting officer shall refrain himself from giving or offering any commitment on behalf of the government.
47. The visiting officer shall adopt an unbiased attitude in reporting matters. As far as possible, his observations should be based on a continuous view emerging from his interactions in the village.
48. The report of the visiting officer shall be submitted both physically and electronically in the pre-considered format. The officer should exercise utmost care and vigilantly while filling up the same.
49. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner and higher team and deposit the SIV-2 booklet and any other information/documents 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 visit-in booklet and other papers before leaving the district.

Day 1

- Arrive in the Panchayat by 10 A.M. (include photos)
- Attend the Gram Sabha
 - Read out the charter of Fundamental Duties.
 - Discuss SIV-1 report card, online gap analysis report and obtain feedback on follow up of SIV-1 activities.
 - Unveil the QPOP booklet in the Gram Sabha.
 - Get the resolution for approval of QPOP and MGNREGS passed in the Gram Sabha.
 - Unveil the 14th FC plan booklet in the Gram Sabha.
 - Inspect the four para booklet: 14th FC, MGNREGS, OWS Restoration.
 - Check the purchase record register for MGNREGS.
 - Distribute the information flyers on individual Beneficiary Based Schemes.
 - Fill up three columns of the SIV-2 booklet which require Gram Sabha responses.
 - Distribute guidelines of government schemes which can help increase rural income e.g. Backyard Poultry, Dairy Entrepreneurship Scheme etc.
 - Get the Panchayat Biodiversity Committee constituted if 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 Infrastructure register. If the same is not available, the officer will get it prepared.

4. Whether Action Plan has been approved by the DDO? Yes/No

If no, reason thereof

5. Whether the works have been started? Yes/No

No. of works started: 83, No. (for % to total)

If no, reason thereof

6. Who is issuing work order for works being procured under 14th FC (Sub 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

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 AWW/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 or the same)

ii. 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 or the same)

iii. MGNREGS

a. Whether MGNREGS Plan 2015-21 has been approved? Yes/No

If yes

✓ Funds allocated to the Panchayat: Rs. 7 lakh

✓ No. of works approved: 8

✓ No. of works started: 8

✓ No. of works completed: 8

✓ No. of job Card holders in the Panchayat: 195

✓ No. of man days generated: 118

b. 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 Sarpanch to the Panch: ☒ Yes/No
 If yes, 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:
- viii. Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
SDO	ROD	☒ Yes/No	
V.W	ROD	☒ Yes/No	
JE	ROD	☒ Yes/No	
CDPO	Social Welfare	☒ Yes/No	
TSWD	Social Welfare	☒ Yes/No	
Anganwadi Supervisor	Social Welfare	☒ Yes/No	
Headmaster/Principal/DO	School Education	☒ Yes/No	
W. MOM	School Education	☒ Yes/No	
BMO	Health	☒ Yes/No	
Tahildar/Naib Tahildar	Revenue	☒ Yes	
Patwari	Revenue	☒ Yes/No	
Agriculture Extension Officer	Agriculture	☒ Yes/No	
Horticulture Extension Officer	Horticulture	☒ Yes/No	
Village functionaries		☒ Yes/No	
Any other			

B2V2P0A8003019

- ix. Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries/any other schemes:

- ☒ Non-co-operation by officers: ☒ Yes/No
 If yes, who _____ (specify)
- ☒ Non disclosure of funds available/schemes to officers: ☒ Yes/No
- ☒ Delay in preparation of estimates/technical sanction by engineering staff: ☒ Yes/No
- ☒ Delay in administrative approval by officers: ☒ Yes/No
 If yes, how long: 6 - 7 days (specify number of days)
- ☒ Officers not sharing details of beneficiaries of beneficiaries: ☒ Yes/No
- ☒ Any other difficulty, give details: Nil

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

- i. Whether the construction work of pre-ground inaugurated/started during the visit of the officer in B2V1 has been completed: ☒ Yes/No

If not, likely date of completion: 04.04.2019 (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. 1.75 lakh

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

Likely date of completion: 04.04.2019 (date)

B2V2P0A8003019

- Whether the critical gaps identified in the Panchayat during Mission Annyojaya Survey, 2019 are being bridged while preparing GDFP plan for 2020-21. Yes/No
If no, reason thereof: Non implementation of plan

2. SOCIAL AUDIT

1. 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: _____
2. Is the Social Audit Committee formed in SIVT conducting social audit. Yes/No
3. Whether the issues raised during the audit are being redressed by the department concerned. Yes/No
If no, reason thereof: _____

3. CAPACITY BUILDING & TRAININGS

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

No of Elected Representatives trained	Place of training	Theme of training	No of days
26	RETC Budge	Financial the Panchayat	2-4 days 11-15 days

2. Quality of training: Poor/Satisfactory/Very Good/Excellent
3. Whether any exposure visit within J&K/Outside has been conducted. Yes/No
If yes, Visiting Officer to record the experience/views of the elected representatives about the visit: Poor/Satisfactory/Very Good/Excellent
4. Whether any digital literacy training has been conducted for Sarpanches. Yes/No
If yes, quality of training: Poor/Average/Good/Excellent
5. Level of awareness among the elected representatives and general public about the schemes deployed 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)

II) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES

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

Schemes/Schemes	Beneficiaries covered (Max. 2)	Funding (Approved and not sanctioned) (Max. 1)	Reasons for pending	Problems/applications submitted to visiting officer (Max. 2)
Scholarship for DOST/OSC students	25	10 A		others
Scholarship for Minority students	110	-	-	-
Pension - Old Age	228	73	Non-availability of funds	-
Pension - Widow	65	64	-	-
Pension - Disability	27	28	-	-
PM Kisan Yojna	123	323	Bank and Bank Branch Connection	4/10
Ayushman Bharat	-	-	-	-
PM Jeevan Jyoti Shiksha Yojana	-	-	-	-
PM Suraksha Shiksha Yojana	-	-	-	-
PM Aardra Yojana - Gokhwar	-	250	Non-availability of funds	-
State Marriage Assistance Scheme	-	-	-	-

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

extension course about the
schemes

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

1.	High density seeds available to farmers.
2.	Availability of loan facilities from financial institutions.
3.	Technical supports from concerned departments.
4.	✓
5.	✓

J. PUBLIC GRIEVANCES AND GOVT GOVERNANCE

1. Whether Aadhaar card has been provided to all people in the Panchayat? Yes/No
If yes, the number of people in the Panchayat yet to get Aadhaar card: 300

2. 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 shop owner | Yes/No ✓ |
| e) Long distance to be covered to reach the shop | Yes/No ✓ |
| f) Non display of rates | Yes/No ✓ |
| g) POS machine not working | Yes/No ✓ |

- h) any other

8. Number of FIRs registered in last 3 months: 1-4

- 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: ✓

9. 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 staff/employees

Department	Average time taken	Remarks/Status, 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	
PHC	- Within 1 month - More than 1 month ✓ - Never	

POD	- Within 1 month - More than 1 month ☒ - Never	
Any other	- Within 1 month - More than 1 month ☒ - Never	

- vi. Any specific observation or complaints regarding any particular department:
Health, PDD, R & B.

K) OTHERS

- Whether land 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 6-14 years in the Panchayat: 300
- Number of children in the age group of 6-14 years enrolled in the schools: 290
- Is there any Highschool/ 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/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/Not applicable

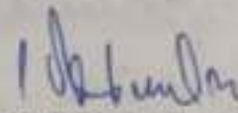
L) GENERAL ASSESSMENT OF THE VISITING OFFICER

- Urgent public requirements in order of priority (Max. 07)
 1. Stop of land by any of P land/ canal
 From Gachhad to Dm. Mahesh/ Gach Mahesh at Gram A.
 2. Canal of land from Panchayat to Gram Mahesh/ Lam Mahesh at Gram A.
 3. Canal to Main canal land at Gram A.
 4. up-gradation of Electricity
 across a field/ Transformation
 5. up-gradation of water supply scheme.
 6. up-gradation of schools.
 7. Agriculture extension Centre/
 Animal Husbandry Centre.
- Any major complaint brought to notice of the Visiting Officer:

General Complaints from people like, Road problem, electricity problems, water supply problems, etc.

Repairment of Panchayat Ghos along with Fencing of Panchayat Ghos.

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.)
	Coram Panchayat is Underdevelopment, needs to improve. Renovation of panchayat Hall at top priority.

 25/26-11-2019
 Signature of the visiting officer
 Name Mohamed Afzal Sheikh
 Sr. Lect. Epout. BHSS. Magam.