

Ratnipora 'A'



# Back to Village-3

B2V3

October 02-12, 2020

Governance at Peoples' Doorstep



Government of Jammu & Kashmir



LIEUTENANT GOVERNOR  
JAMMU & KASHMIR



सत्यमेव जयते

RAJ BHAWAN  
SRINAGAR

## Message

I am delighted to learn that the 3<sup>rd</sup> version of the much-acclaimed *Back to Village-3 (B2V3)* programme, a unique and ambitious exercise of taking government to the doorstep of people is being organized from 2<sup>nd</sup> to 12<sup>th</sup> October 2020, across Jammu & Kashmir.

In June 2019, the Government of Jammu and Kashmir embarked on the *Back to Village* programme, which involved the visit of over 4000 Gazetted officers of J&K 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 feted by populace eager to share its troubles and travails 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 "Man Ki Baat", calling it "a festival of development, public participation and public awareness."

Encouraged by the success of the programme, the government organized the *Back to Village-2 (B2V2)* in November 2019. 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 2020.

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 (Awami Muhim) which shall focus on 3 concurrent and interconnected goals: Jan Sunvwai (Awami Sunwai) - Public grievances redressal, Adhikar Abhiyan (Muhim Barai-e-Haqooq) - Public Service Delivery and Unnat Gram Abhiyan (Dehi Taraqiyati 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.

14<sup>th</sup> September, 2020

Srinagar

(Manoj Sinha)

**B2V1: June 20-27, 2019**

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**B2V2: November 25-30, 2019**

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**B2V3: October 02-12, 2020**



**B.V.R. Subrahmanyam, IAS**



सत्यमेव जयते

**Chief Secretary  
Jammu & Kashmir**

## Message

**J**ammu and Kashmir continues to witness a transformation of Panchayati Raj Institutions ever since their constitution in 2018. Through the first of its kind initiative -'Back to Village'- and the Government's decision of delegating funds, functions and functionaries to PRIs, grass roots democracy has flourished in the Union Territory. As a next step in this direction, the phase 3 of the 'Back to Village' programme 3 is being held from 2nd October to 12th October, 2020, which will give a deeper push to the institutionalization of PRIs.

While the first B2V focussed on interaction and information on local needs, the second B2V focused on strengthening and institutionalizing Panchayats, handholding the newly elected PRIs and focusing on saturation and 100% coverage of individual beneficiary oriented schemes.

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

Further, local demands are being taken up through a three week long public outreach exercise-Jan Abhiyan/Awami Muhim, with its three concurrent and interconnected goals of public grievances redressal, public service delivery and delivery of development on ground. B2V3 is also an occasion to assess government functioning and service delivery through an unprecedented proactive Government-PRi interface.

I appeal to all Panchayat representatives as well as people to come forward and proactively participate in the program, thereby making governance more participatory, transparent and responsible.

I also urge the Deputy Commissioners to coordinate the visits of officers to various Panchayat Halqas for better outcomes and ensure adherence to COVID SOPs while arranging various outreach activities.

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

**(B.V.R. Subrahmanyam)**

## Jan Abhiyan

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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/Awami Muhim phase.
02. He/she shall collect his booklet from Deputy Commissioner's office in which several fields have been marked with asterisks (\*). These fields are to be pre filled 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 15<sup>th</sup> FC plan, list of Awaas+ 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, Angwarwari 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 BDC 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/ Awami Muhim programme.
07. The officer shall attend the Gram Sabha in which the Gram Sabha passes the draft MGNREGA and 15<sup>th</sup> 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 Awaas+ beneficiaries and pension beneficiaries in the Gram Sabha and ensure weeding out of any ineligible/ dead/ migrated beneficiaries. The list regarding these deletions should be handed over to the Deputy Commissioner's office.

08. The visiting officer shall participate in Poshan Abhiyan and Covid awareness or any other departmental activity in the Gram Sabha. He/she shall distribute the Panchayat newsletter. The proceedings of Gram Sabha shall be recorded and hand over the copy of the resolution passed to the Deputy Commissioner's office.
09. The visiting officer shall also take part in the cultural/ sports activities organized in the Panchayat and distribute sports kits, certificates, education kits, scholarships, pensions, tricycles, prosthetic aids, universal health cards, Ayushman gold cards or any other distribution scheme that the district administration has arranged for.
10. The visiting officer shall also start any one water conservation work in the Panchayat. He/she shall support and facilitate in identifying economically weaker families and frame a plan for their upliftment by inter alia taking advantage of various schemes in the government. The visiting officer while filling the booklet shall make a fair assessment of functionality of the Panchayat body and the impact of and response of people to Jan Abhiyan/ Awami Muhim. If felt necessary, he/she can submit a separate report regarding the same to the Deputy Commissioner.
11. He/she shall also make specific effort to identify any pendency in the schemes/ benefits in which 100% saturation has been targeted during Jan Abhiyan/ Awami Muhim and shall try to make an analysis of genuineness or otherwise of reasons for this pendency. The pendency and the reasons shall be brought to the notice of the Deputy Commissioner by the visiting officer.
- 8 12. The visiting officer shall also participate in the mega mela/ IEC activity of different departments, attend Mahila Sabha and Bal Sabhas, inaugurate and lay foundation stone of any works and take part in the Griha Pravesh ceremonies of houses completed under PMAY. After completing the village visit and before leaving the district, the officer must hold a debriefing meeting with the Deputy Commissioner/ his/her team. The officer shall deposit the B2V3 booklet and other documents as mentioned above along with any other list/ reports that he/she may submit to the DC and his/her team.
13. The visiting officer shall refrain himself/ herself giving or offering any commitment of the government and shall adopt an unbiased attitude in reporting issues. As far as possible, his/her observation should be based on a fair and analytical view emerging from his/her interaction in the village.
14. The PRI members (Sarpanchs, Panchs, BDC Chairperson) shall be kept at the forefront of all activities and given due importance and the approach should be to strengthen them and make them feel empowered. He/she shall ensure that the BDC chairperson and Sarpanch/Panch are present at the time of inauguration and ceremonies.
15. The visiting officer shall also validate the Mission Antyodaya form and ease of living survey data in the gram sabha.
16. **The visiting officer shall ensure that COVID protocols are strictly followed during the visits.**

# Schedule for the Visiting Officer

## Day 1:

- Meeting with BDC/ Panchayat members/ prominent members of Gram Panchayat.
- Visit important establishments/ institutions such as school/ PHC/ other government setup, etc.
- Visit the various areas/ wards of the Panchayat and hold Ward Sabhas – proceedings to be recorded & signed, resolution to be handed over to DC.
- Inspect Citizen Information Boards for every work of RD&PR department with name of Sarpanch on it and also check wall painting listing all the works executed last year and current year in the Panchayat.
- Evening *Choupal* – informal discussions.

## Day 2: Mela/ Mega event

### a) Holding of Gram Sabha:

- Discuss & pass resolution for MGNREGA plan.
- Discuss & pass resolution for 15th FC plan.
- Read out list of Awaas+ beneficiaries and ensure deletions of ineligible beneficiaries.
- Read out list of pension beneficiaries.
- Awareness about Poshan Abhiyan through Social Welfare officials.
- Awareness about COVID by health officials.
- Distribution of Panchayat Newsletter and Coffee Table Books.
- Use of Nukkad Natak, Ladi Shah, Bhand Pather or any other local medium to disseminate public service messages or information about the activities of any department.

The proceedings of the Gram Sabha shall be recorded and signed and the resolution shall be carried back by the visiting officer to be handed over to the DC.

### b) Holding of mega cultural/ social/ sports event:

- Cultural/ sports activity.
- Distribution of certificates and other documents generated/ finalized during Jan Abhiyan/ Awami Muhim.
- Distribution of sports kits.
- Distribution of education kits/ bags-uniforms-books/ scholarships – participation of school children.
- Activities of Social Welfare Department – distribution of tricycles/ prosthetic aids/ scholarships/ pensions.
- Universal Health Cards/ Ayushman Card distribution.
- Start any one water conservation work.

**c) Holding of Mega Mela/ IEC activities of different departments, especially those involved with individual beneficiaries:**

- Extension/ information camps of Agriculture/ Horticulture.
- Animal/ Sheep Husbandry.
- Beti Bachao, Beti Padhao activities.
- Activities/ exhibitions/ information campaigns of the following departments:
  - ✓ Animal/ Sheep Husbandry
  - ✓ Agriculture
  - ✓ Horticulture
  - ✓ Handloom/ Handicrafts
  - ✓ Youth Services and Sports
  - ✓ Floriculture
  - ✓ Any department which has subsidy or individual beneficiary scheme.

**d) Filling up of B2V3 booklet.**

**Day 3:**

1. Holding of Mahila Sabha/ Bal Sabha - proceedings to be recorded and signed, resolution to be handed over to DC.
2. Visits and inaugurations (along with Sarpanch/ Panchs/ BDC Chairman):
  - Languishing projects.
  - Projects completed in last month under 14<sup>th</sup> FC, MGNREGA, B2V or any other CSS/ District/ State Sector scheme.
  - Griha Pravesh ceremonies of houses completed under PMAY, distribution of gifts.

**IMPORTANT NOTE:**

- a. Visiting Officer to ensure that He/She visits all works completed under B2V and inaugurates them. He/ She has to ensure that AT LEAST one work has definitely been completed under B2V both physically and financially.
- b. Visiting Officer to ensure that AT LEAST one new work under B2V out of priority demands is identified, foundation stone laid and started during His/Her visit.

## Documents to be provided to the Visiting Officer by the DC

1. Copies of B2V1 and B2V2 booklets as filled in by the visiting officer in June/ November, 2019.
2. Two copies of B2V3 booklet with basic data in fields marked with asterisk (\*) already filled in.
3. Duly validated Mission Antyodaya form and ease of living survey data.
4. Developmental progress/ profile of the Gram Panchayat including:
  - Action Taken Report on issues/ demands/ complaints of B2V1 and B2V2.
  - List of new works started/ ongoing/ completed after B2V1 and B2V2 under the following heads:
    - ✓ 14<sup>th</sup> FC
    - ✓ B2V grants
    - ✓ Convergence
    - ✓ District Plan
    - ✓ State Sector
    - ✓ Any other work
  - Any other developmental activities, whether public or private, initiated in the Gram Panchayat after B2V1.
  - Any upgradation/ new sanction, including those of schools/ medical facilities/ facilities of any other department, initiated/ completed after B2V1.
5. Plans/ beneficiary lists:
  - MGNREGA draft plan document for the year 2021-22.
  - 15<sup>th</sup> FC draft plan document for the year 2021-22.
  - List of Awaas+ beneficiaries.
  - List of pension beneficiaries.
6. Lists of beneficiaries for:
  - various certificates/ benefits to be distributed by the visiting officer.
  - whom Griha Pravesh ceremonies have been organised.
7. Panchayat newsletter.

## Documents to be returned by the Visiting Officer to the DC

1. Booklet duly filled - one copy.
2. Wards Sabha, Gram Sabha, Mahila Sabha and Bal Sabha resolutions.
3. List of deletions from Awaas+ beneficiaries.
4. Representations received, if any.
5. MGNREGA plan passed by the Gram Sabha along with resolution.
6. 15<sup>th</sup> FC 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 his/her observations.
9. Duly filled in Mission Antyodaya form and ease of living survey data.

# 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: Er. RAFIA AHMAD HANI

Designation: Assistant Ex. Engineer

Department/ place of posting: Jal shakti (PNA) Sub. Div. Tehsil

Mobile No: 7889517577

Email ID: engrafahani@gmail.com

Home District: Shejari

Dates of visit: 08-10 October 2020

## B) Locational details of Panchayat:

Name of the Panchayat: Ratnigra A.

Local Government Directory (LGD) code of the Panchayat: 0800  
(To be sourced from Rural Development Department/ by DC)

Name of CD Block: Ratnigra

Name of Tehsil: Pulwama

Name of District: Pulwama

## C) Panchayat Profile:

No. of revenue villages in the Panchayat: 01

No. of hamlets in the Panchayat: 10

No. of households in the Panchayat: 276

Population (approx) of the Panchayat: 2635

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

S. No.	Department	Name	Designation	Contact number
1	Lead Bank	Arshad Ahmad	H/M	7006877036
2	CAPD	Sheeraz Ak. Bhat	DCO	7089776889
3	Drug Controller	Syed Nazimul Islam	DCO	9419032967
4	Health	Sharifa Akhter	FMPHH	7700824499
5	Agriculture	Firdous Ahmad	AEA	7006245522
6	Fisheries	Qazi Amir	F. Guard	7006959207
7	PDD	Nisar Ahmad	MR	9149521831
8	Forest	Mohd Ashraf Wani	Helper	9797191523
9	S. Welfare	Zuhaib	Protection Officer	
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**D-ii) Details of absent employees vis-à-vis list furnished by the DC:**

S. No.	Department	Name	Designation
1	Lead Bank		
2	Drug Controller		
3	Fisheries		
4			
5			

**E) Strengthening of Gram Panchayats:**

**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 Panchayat Ghar: Yes/ No
- Facilities available in the Panchayat Ghar:

Facility	Availability	Remarks
Furniture in Panchayat Office	Yes/ No ✓	Panchayat Ghar available in the panchayat is non-functional due to the fact that the said building is in a deteriorated condition needs immediate renovation.
Computer/ printer in Panchayat Office	Yes/ No ✓	
Telephone in Panchayat Office	Yes/ No ✓	
Toilet facility available in Panchayat Ghar	Yes/ No ✓	
Electricity available in Panchayat Ghar	Yes/ No ✓	
Water connection available in Panchayat Ghar	Yes/ No ✓	
Bank Branch available in the Panchayat	Yes/ No ✓	
		Jt K Bank.

- iii. 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:

### 2.1 General activities:

- i. Are Ward Sabha meetings being held: Yes/No ✓
- ii. No. of Ward Sabha meetings held since inception: \_\_\_\_\_ *nil.*
- iii. No. of Gram Sabhas conducted since inception: \_\_\_\_\_ *225.*
- iv. Date of last Gram Sabha: \_\_\_\_\_ *28 September 2020*
- v. Are all plans approved in Gram Sabha: Yes/No ✓
- vi. Is the minimum quorum of 1/10<sup>th</sup> being ensured in all Ward/ Gram Sabhas: Yes/No ✓
- vii. Are Ward Sabha/ Gram Sabha resolutions attached with all plans: Yes/No ✓
- viii. Is the Approving Authority checking Ward Sabha/ Gram Sabha resolutions: Yes/No ✓
- ix. Has Social Audit Committee been framed: Yes/No ✓
- x. Is social audit being conducted by the Committee: Yes/No ✓
- xi. No. of works audited by the Social Audit Committee: \_\_\_\_\_ *03 nos.*
- xii. Has Pani Samiti been constituted: Yes/No ✓
- xiii. Has the Pani Samiti approved the Village Action Plan: Yes/No ✓
- xiv. No. of meetings of Pani Samiti held: \_\_\_\_\_ *nil.*
- xv. Is Biodiversity Management Committee constituted: Yes/No ✓
- xvi. No. of BMC meetings held: \_\_\_\_\_ *01*
- xvii. Is e-register of all previous works/ assets in the Panchayat being maintained: Yes/No ✓
- xviii. Have wall paintings of works executed for 2019-20 been done in the Panchayat: Yes/No ✓
- xix. Are Poshan Abhiyan activities being held in the Panchayat: Yes/No ✓
- xx. What and where was the last activity held: \_\_\_\_\_ *Ratnipora.*
- xxi. Have Health & Family Welfare Advisory Committee (HFWAC) & Village Health Sanitation & Nutrition Committee (VHSNC) been constituted under the Sarpanch: Yes/No ✓
- xxii. No. of meetings of HFWAC & VHSNC meetings held: \_\_\_\_\_ *nil.*
- xxiii. Is the name of Sarpanch displayed on citizen information boards of all RD&PR schemes: Yes/ No ✓
- xxiv. Are Sarpanchs being involved in start/ inauguration of activities: Yes/No ✓

- xxv. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/ No <sup>✓</sup> NA.
- xxvi. Whether grievances redressal box is installed: Yes/ No <sup>✓</sup>
- xxvii. No of grievances received pertaining to Panchayat level: nil.
- xxviii. No of grievances disposed of at Panchayat level: nil.
- xxix. Whether the Sarpanch/ Panchayat Secretary have digital signatures: Yes/ No <sup>✓</sup>
- xxx. Whether all MGNREGA/ 14<sup>th</sup> FC payments are being made by Sarpanch through Digital Signature Certificate (DSC): Yes/ No <sup>✓</sup>
- xxxi. 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)	Amount of payment made by Sarpanch (since opening of account)
14 <sup>th</sup> Finance Commission	Yes/ No <sup>✓</sup>	<i>panchayat Secretary</i>	Yes/ No <sup>✓</sup>	<i>28,65,811/=</i>	<i>NA.</i>
ICDS (Nutrition)	Yes/ No <sup>✓</sup>	<i>BDG/supervisor</i>	Yes/ No <sup>✓</sup>	<i>17,56,69/=</i>	<i>NO</i>
ICDS (Honorarium)	Yes/ No <sup>✓</sup>	<i>— do —</i>	Yes/ No <sup>✓</sup>	<i>nil.</i>	<i>NO.</i>
Mid-Day Meals (MDM)	Yes/ No <sup>✓</sup>	<i>Headmaster</i>	Yes/ No <sup>✓</sup>	<i>909/=</i>	<i>NO.</i>
Own resources of Panchayat	Yes/ No <sup>✓</sup>	<i>—</i>	Yes/ No <sup>✓</sup>	<i>—</i>	<i>—</i>
Any other Scheme, if yes, indicate name:	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>	<i>—</i>

(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.)

## 2.2. 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 <sup>✓</sup>
- If no, reason thereof: panchayat is without Sarpanch.
- Also mention if it is being purchased by someone else: Mission Directorate of ICDS.
- ii. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/ No <sup>✓</sup>
- If no, reason thereof: —
- iii. Expenditure incurred on procurement through Sarpanch: Rs nil. lakh
- iv. Is the Panchayat/ Sarpanch paying honorarium to AWWs/ Helpers directly at Panchayat level: Yes/ No <sup>✓</sup>

If no, reason thereof:

Without Sarpanch  
Depth is doing the said job.

Expenditure incurred on paying of honorarium through Sarpanch: Rs Nil lakh

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)

### 2.3. Midday Meal (MDM) Scheme:

Whether Panchayat/ Sarpanch is purchasing items at Panchayat level for providing dry ration under MDM in the schools: Yes/ No

If no, reason thereof:

Head master of the institute is  
serving mid day meals in absence of Sarpanch.

Expenditure incurred on Mid-Day Meals/ food items through Sarpanch: Rs Nil lakh

Whether the Panchayat/ Sarpanch is providing dry ration to the school children in the Panchayat: Yes/ No

If no, reason thereof: Head master is doing the same as there is no Sarpanch.

Also mention if it is being provided by someone else: Head master of  
the institution.

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)

Expenditure incurred on honorarium to cook cum helper through Sarpanch: Rs Nil lakh

Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/ No

If yes, whether approved by the Gram Sabha: Yes/ No

If no, reason thereof: Not yet in own resources.

### 2.4. Challenges:

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

## F) Jan Abhiyan/ Awami Muhim activities:

(Have to be filled by the District Administration before the booklet is handed over to the visiting officer. Visiting officer will confirm the figures pre-filled by the administration by conducting local inquiry during his/ her stay in the village.)

### 1. Domicile Certificates issued \*:

Category	Target population *	Certificates issued during Jan Abhiyan/ Awami Muhim *	Total certificates issued till date *	Pendency (No.)	Reasons of pendency
PRC Holders	2700	250	2700	—	—
Non-PRC	—	—	—	—	—
WPR	—	—	—	—	—
Students	—	—	—	—	—
Officers	—	—	—	—	—

### 2. Category certificates issued \*:

Category	Target population *	Certificates issued during Jan Abhiyan/ Awami Muhim *	Total certificates issued till date *	Pendency (No.)	Reasons of pendency
SC	200	03	18	182	under Secretary
ST	—	—	—	—	—
OBC	200	03	18	182	—
ALC	—	—	—	—	—
RBA	—	—	—	—	—

### 3. Revenue papers issued:

Category	Applications received *	Certificates issued during Jan Abhiyan/ Awami Muhim *	Pendency (No.)	Reasons of pendency
Nakal/ Jamabandi	25	25	—	—
Nakal/ Girdawari	—	—	—	—
Farad/ Intikhab	25	25	—	—
Mutations	—	—	—	—

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

Category	Target *	Certificates issued during Jan Abhiyan/ Awami Muhim *	Total certificates issued *	Pendency (No.)	Reasons of pendency
Death Certificates	—	—	—	—	—
Birth Certificates	—	—	—	—	—
Disability Certificates	—	—	—	—	—

## 5. Adhaar seeding of Ration Card \*:

Category	Target	No. of total Ration Cards Adhaar seeded	Aadhar seeding during Jan Abhiyan/ Awami Muhim	Pendency (No.)	Reasons of pendency
PHH	93	85	-	8	Adhaar cards not available
Non-PHH	182	161	-	21	- do -
Antyodaya Anna Yojana	22	18	-	4	- do -

## 6. Health \*:

Scheme	Eligible Families/ Individuals	Covered during Jan Abhiyan/ Awami Muhim	Total covered	Pendency (No.)	Reasons of pendency
Ayushman Bharat families with golden cards	320	-	125	-	Due to covered
Ayushman Bharat individuals Cards	-	-	-	-	-
Janani Suraksha Yojna (JSY)	42	-	42	-	-

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## 7. National Social Assistance Programme (NSAP) \*:

Scheme	Eligible Families/ Individuals	Covered during Jan Abhiyan/ Awami Muhim	Total covered	Pendency (No.)	Reasons of pendency	Aadhar seeding during Jan Abhiyan/ Awami Muhim	Total Aadhar seeding
Old Age Pension							
Widow Pension							
Disability Pension							

### 8. Integrated Social Security Scheme (ISSS) :

Scheme	Eligible Families/ Individuals	Covered during Jan Abhiyan/ Awami Muhim	Total covered	Pendency (No.)	Reasons of pendency	Aadhar seeding during Jan Abhiyan/ Awami Muhim	Total Aadhar seeding
Old Age Pension	180	6	163	17	under process	17	146
Assistance to Women in Distress	86	9	77	9	- do -	9	68
Assistance to Physically Challenged Persons	84	3	65	19	under process	19	46

### 9. Other Welfare Schemes :

Scheme	Eligible Families/ Individuals	Covered during Jan Abhiyan/ Awami Muhim	Total covered	Pendency (No.)	Reasons of pendency
PM's Matru Vandana Yojana (PMMVY)	60	57	57	3	under scrutiny
National Family Benefit Scheme (NFBS)	4	1	1	3	funds not available
PM Gareeb 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/ Awami 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/ Awami Muhim	Total emulations sanctioned during the year	Remarks of beneficiary
Post Metric for ST				
Post Metric for OBC				
Post Metric for Minorities				
Dr. Ambedkar EBC				
National Merit-cum-Means (NMMSS)		—	43	—
Merit-cum-Means Minority				
PM's Special Scholarship for J&K (PMSSS)				
National talent Search Scheme		50		
National Scheme for Incentive to Girl Child for Secondary Education (NSKSE)	—	125	50	

### 11. Agriculture Schemes sanctioned during Jan Abhiyan/ Awami Muhim :

Scheme	Target Population	Beneficiaries sanctioned during Jan Abhiyan/ Awami Muhim	Total emulations sanctioned	Remarks of beneficiary	Remarks of beneficiary
PM Kisan Samman Nidhi (PM-KISAN)	426	—	426	nil.	—
Kisan Credit Card	426	—	426	nil.	—

### 12. Live Stock Schemes:

Scheme	Target Population	Beneficiaries sanctioned during Jan Abhiyan/ Awami Muhim	Total emulations sanctioned	Remarks of beneficiary
Dairy Entrepreneurship Development Scheme	40	—	nil.	—
Innovative Poultry Production Programme	—	—	—	—
Integrated Development of Small Ruminants and Rabbits - Sheep Farm	—	—	—	—

### 13. Universal coverage Scheme \*

Scheme	Total number of households *	Households covered during Jan Abhiyan/ Awami Muhim *	Pendency* (No.)	Reasons of pendency
JK Health Scheme	—	—	—	—

### 14. School Amenities:

- No. of schools in the Gram Panchayat: 03 no. including 01 no private.
- No. of schools with Ramp Facility for Children with Specific needs: 02
- No. of schools with drinking water facility: 03
- No. of schools with electricity connection: 03
- No. of schools with toilet facility
  - For Boys: 02
  - For Girls: 02
- No. of schools with girl students (Girls/ Co-Ed schools): 03
- No. of such schools installed with Sanitary Napkin Vending Machines: nil.
- No. of such schools installed with incinerators: nil.

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### 15. Basic Services:

- No. of habitations with over 250 souls: 01
- No. of habitations with over 250 souls in the GP without road connectivity: nil.
- If yes, whether these roads have been surveyed: Yes/No: \_\_\_\_\_
- No. of habitations with less 250 souls in the GP without fair weather road: nil.
- Is there any habitation or mohalla which is yet un-electrified: Yes/ No ☒

If yes, names and aprox no. of households:

(a) \_\_\_\_\_ (name); \_\_\_\_\_ (households)

(b) \_\_\_\_\_ (name); \_\_\_\_\_ (households)

(c) \_\_\_\_\_ (name); \_\_\_\_\_ (households)

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 electric supply: Yes/No ☒

If yes, details: Batnigra H' (09 houlth).

Approximate no. of wooden poles: 120 No.

Are there any areas where barbed wire is used for electric supply: Yes/ No ☒

If yes, name of the habitation(s): Reshimoh, Chenanweri, Malik Gumb, Shat m. hulla.

Approximate length: 3500 metres

Approximately what %age of total wire length in GP is barbed wire: 60%

No. of households without tapped water supply in the GP: 120 Nos.

## 16. Pradhan Mantri Awas Yojana (PMAY)\*:

i Cumulative Target\*: 04 (No.)

ii No. of households sanctioned with verified Accounts during Jan Abhiyan/ Awami Muhim\*: nil.

iii No. of households to which 1st installment released during Jan Abhiyan/ Awami Muhim\*: nil.

iv No. of houses completed in 2020-21\*: nil.

v No. of houses completed during Jan Abhiyan/ Awami Muhim\* nil.

vi No. of houses under construction\*: nil.

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## 17. Community Sanitary Complex (CSC) Status:

i Whether CSC sanctioned in the Gram Panchayat: Yes/ No ☒

ii If yes, has the CSC been constructed: Yes/ No

iii Whether the CSC is functional: Yes/ No

iv No. of CSCs taken up during Jan Abhiyan/ Awami Muhim\*: nil.

v No. of CSC completed during Jan Abhiyan/ Awami Muhim\*: nil.

vi Any issue regarding water connection and sewage disposal in CSC:

No.

## 18. MGNREGA:

i Whether MGNREGA Plan 2020-21 has been approved: Yes/ No ☒

ii If yes:

a) Funds allocated to the Panchayat: Rs 18.68/97 lakh.

b) No. of works approved\*: 17

- c) No. of works started during Jan Abhiyan/ Awami Muhim\*: 02
- d) No of works completed during Jan Abhiyan/ Awami Muhim\*: 01
- e) No. of person days generated during Jan Abhiyan/ Awami Muhim\*: 965
- f) Wages due for 'e' above\*: Rs 1.96860 lakh
- g) Wages paid out of 'f' above\*: Rs 1.96860 lakh
- h) Any grievance related to MGNREGA: No.

### 19. 14<sup>th</sup> FC Award:

- i. Allocation under 14th FC for four years: Rs 35.31 lakh
- ii. Whether Action plan prepared for all years: Yes/ No
- iii. No. of works as per the Action Plan: 23 twenty three
- iv. Whether approval accorded to the whole Plan by the DPC: Yes/ No
- v. No. of works for which technical sanction accorded by the Xen\*: 20
- vi. No of works authorized by the Hakqa Panchayat\*: 16
- vii. No. of works taken up during Jan Abhiyan/ Awami Muhim\*: nil
- viii. No. of works completed during Jan Abhiyan/ Awami Muhim\*: nil
- ix. Payments made during Jan Abhiyan/ Awami Muhim\*: Rs nil lakh
- x. Total expenditure on PRIASoft as on date\*: Rs 10.065 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	RDD	—	—	—	—
2	PWD	—	—	—	—
3	Jal Shakti	—	—	—	—
4	PDD	—	—	—	—
5	Others	—	—	—	—

**b. UT 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	RDD	—	—	—	—
2	PWD	—	—	—	—
3	Jal Shakti	—	—	—	—
4	PDD	—	—	—	—
5	Others	—	—	—	—

**c. Centrally Sponsored Schemes (CSS)\***

S. No	Schemes	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	Samagra Shiksha	—	—	—	—
2	PMGSY	—	—	—	—
3	Jal Shakti Mission (PHE)	—	—	—	—
4	Jal Shakti Mission (I&FC)	—	—	—	—
5	NHM	—	—	—	—
6	Others (specify)	—	—	—	—

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

- No. of complaints received\*: 28
- No. of complaints resolved\*: nil.
- Constraints faced in delivery of services:

not so much but due to lack  
of supervision/ non seriousness of line  
department.

**22. Others:**

- Whether survey of all physically challenged persons requiring prosthetic aids, wheel chairs, hearing aids etc has been completed: Yes/No ☒
- If yes, total number of beneficiaries identified in the Panchayat\*: \_\_\_\_\_

iv. Important establishments/ institutions visited: (Please tick)

☒ Schools.

☒ PHC/CHC.

3. Veterinary clinic.

☒ Anganwari centre. 04 nos.

☒ PDS (ration) depot.

6. Any industrial establishment

7. Government offices:

(a) ISM Dispensary.

(b) \_\_\_\_\_

(c) \_\_\_\_\_

8. Any other: \_\_\_\_\_

v. Total number of wards in the Panchayat: 09

vi. No. of Wards Sabha held: 06

vii. No. of villagers present during the Ward Sabha: 27

viii. Whether any resolution passed: ☒ Yes/ ☐ No

ix. Citizen Information Board visited: ☒ Yes/ ☐ No

x. Wall painting of works of 2019-20 inspected: ☒ Yes/ ☐ No

xi. Name of the departments whose works displayed in the paintings:

1. BDD

## DAY 2:

### I. Gram Sabha:

i. Location of Gram Sabha: Ratnipura 'A' Community Centre

ii. No. of villagers present during the Gram Sabha: 10

iii. Whether resolution passed for MGNREGA Plan: Yes/ No ☒

iv. Whether resolution passed for 15<sup>th</sup> FC Plan: Yes/ No ☒

v. Whether list of Aawas+ beneficiaries read out: Yes/ No ☒

vi. No. of ineligible beneficiaries removed: one

vii. Whether list of pension beneficiaries read out: Yes/ No ☒

viii. Whether people made aware about the Covid-19:

• Use of masks: Yes/ No ☒

• Sanitizers: Yes/ No ☒

• Social distancing: Yes/ No ☒

ix. Whether Panchayat Newsletter distributed: Yes/ No ☒

x. Whether any mega cultural/ social/ sports event held: Yes/ No

Details thereof: sports events held i.e volleyball match  
and carromboard match at Mrs. Sec. School.

xi. Details of scheme benefits extended/ services distribution:

a) No. of Domicile certificates distributed: nil

b) No. of sports kits distributed: 02 two

c) No. of students distributed uniforms/ bags/ books: nil

- d) No. of tricycles/ prosthetic aids distributed: nil.
- e) No. of scholarships distributed: nil.
- f) No. of Ayushman Bharat - golden cards distributed: nil.
- g) No. of J&K Health Cards distributed: nil.
- g) Others: nil.

xii. Whether any water conservation work started, Yes/ No. ☒

Details thereof: \_\_\_\_\_

xiii. Whether any mega event of any other department, especially those involved in individual beneficiaries like, Agriculture/ Horticulture/ Animal/ Sheep Husbandry, Handicrafts/ Handloom, Floriculture, etc., held: Yes/ No ☒

Details thereof: \_\_\_\_\_

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xiv. Whether Poshan Abhiyan activity held: Yes/ No ☒

xv. Brief description of the activity: The presenters have been informed about the nutrition for the pregnant women and particularly for children which are disabled.

### DAY 3:

#### I. Mahila Sabha:

i. Attendance: 20

ii. Resolution passed, if any: yes.

iii. Issues raised:

1. Demanded for lady doctor p.m. G.P.
2. Demanded regular checkups for children.
3. \_\_\_\_\_
4. \_\_\_\_\_

#### II. Bal Sabha:

i. Attendance: 08

ii. Resolution passed, if any: yes.

Issues raised:

1. development of children park.
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

III. Works completed/inaugurated under B2V:

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 /demand as reflected in B2V1/B2V2 to be physically and financially completed in every Panchayat and inaugurated by Visiting Officer.

IV. 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	1.42	2018-19	Ym	Ym.
2					
3					
4					
5					

# V. New works:

S. No	Name of work and Department	Cost (Rs. in lakh)	Whether identified under B2V1/B2V2/ Others (Please Specify)	Whether AA/TS accorded	Whether physically started	
					Yes/No	If No, Status
1	R.O.D	2.80	B2V2 yes	yes	no	under Tending
2	PDD	2.00	B2V2	yes	no	- do -
3	PDD	6.00	B2V2	yes	yes	-
4						
5						

## IMPORTANT NOTE:

- New works to be identified by Gram Panchayat / Gram Sabha preferably selected out of priority works of B2V1 and B2V2
- At least one work to be identified and started - foundation stone to be laid by the Visiting Officer

## VI. Griha-Pravesh of PMAY beneficiaries:

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

## H) FOLLOW UP OF BACK TO VILLAGE-1 & 2 (B2V1 & B2V2):

S. No	particulars	Action taken	Remarks #
I. Urgent Public Requirements/ Demands - B2V1			
1	Establishment of Kendriya vidyalaya auditorium centre community health centre educational & scientific research centre	Review paper for land meeting 40K under survey no 2008 min submitted to the office of District Office no DSD-SB/30-21/146-50 dt. 12-5-20 for accord of land transfer in favour of school education deptt. Approved under B2V (6.00 lac). The work has not been started yet.	
2	Cont. of road from Ratuipara to frontage to Ratuipara.	Does not pertain.	
3	Estab. of women's degree college	not feasible.	Ratuipara is only 3 kms. away from the existing Hattikatti Karkara zone.
4	Estab. of sub post office, hospital & agriculture centre.	not feasible.	
5	Cont. of flood protection & depth to drainage system near main market & Javla Mithi river.	Feasible to be arranged under B2V.	
6	Estab. of flood monitoring cell	Administrative matter.	
7	Shifting of H.T line from narrow to Ratuipara	forwarded to chief engineer by enc. deptt.	Feasible to be arranged.
II. Urgent Public Requirements/ Demands - B2V2			
1	Installation of street lights for main market.	work approved under B2V (2,000.00)	under Tending process.
2	Estab. of Sumo stand	Loc. diff. the area to approach Transport Commissioner.	
3	Imp't. to elect. infrastructure in GP Ratuipara A.	Approved under B2V 6.00 lac.	work in progress.
4	Cont. of F.P.B. on both sides of the road.	Approved under B2V 2.80	under Tending process.
5	Availability of tube well WSS to Ratuipara.	Schen with the source has been approved under MADARD.	
6	clo and store for MS for additional owners.	proposed for new cont. submitted for approval.	
7	clo drain near H/O Riga3 Ah. shah, sgd iftikar Andarby stand bridge.	To be taken by PMASy.	

S. No	particulars	Action taken	Remarks #
III. Major Problems - B2V1			
1	Naibat to be made functional.	matter may be taken up with enc. depth.	
2	irrigation sector may be improved.	enc. depth. has been instructed for the same.	
3			
4			
5			

#### IV. Major Problems - B2V2

1	Additional Doctor for ISM.	To be taken up with enc. depth.	
2	Ambulance be returned back to PHC.	may be resolved with enc. depth.	
3			

#### V. Major Complaints - B2V1

1	Removal of encroachment along both the banks.	no action	enc. depth. Dept. has been requested to take up the issue on priority.
2	of Lor khul.		

#### VI. Major Complaints - B2V2

1	Replace damaged wooden poles.	work taken up by the PDD dept.	more amount is required for the said job.
2			

# Please indicate whether action taken in 2019 or 2020 or during Jan Abhiyan/ Awami Muhim.



## NOTES

① As reported by the prominent citizens and Head master of the middle school, One Mohd Jabar Sofi working as Chowkidar/Sweeper from last so many years is not getting any monetary benefit from the department. The case may be taken up with concerned dept.

2) RDD department has not executed the work sanctioned under BrV & 14 FC and even estimates have not been framed till date.

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③ The prominent citizens have complained about the non-functioning of RT PNC without Doctor. So one no. general physician may be posted at RT PNC. However the centre is functioning only as immunization centre.

4) Anganwadi workers/Helpers complained about the wages as they were not paid the same even they are facing lot of difficulties in absence of utensils and other items related to the centre.

11/11/20  
V.O.