



Back² Village⁴

Governance at doorsteps

15TH OCT to 3RD NOV, 2022

KEY FEATURES

- Deputy Commissioner to lead the initiative
- Rural Development Department to be the nodal department
- Planning Department & Monitoring department and IT to be the support departments

ACTIONS AND TIMELINES

ACTION	RESPONSIBILITY	LASTED BY	REMARKS
Jan 2024	DC	Oct 11-2024	Completed
Deployment of staff (HDOs)	DC	Oct 14	Done
Deployment of staff to Panchayats and serving of orders on deployed officers	DC	Oct 23	DC will deploy more staff if all from the district level action is taken against violations for completion in 30 days
Training of district trainers on RZV	HDO	Oct 28	
Training of visiting officers	DC	Oct 29	
Field visits to be completed by	Visiting DCs	Nov 2	DCs to supervise and ensure that each Panchayat is covered within the period specified
Data of RZV to be collected by	Visiting DCs	Nov 15	DCs to supervise and ensure that data of all Panchayats is collected for the reporting period within the period specified

FOR PHASE IV (15TH OCT TO 3RD NOV)



INSTRUCTIONS FOR THE VISITING OFFICER (DAY WISE)

DAY	INSTRUCTIONS	ACTION POINTS
Day 1	Meeting with Deputy Commissioner and District Team	1. Take joint look at that records of RVT, RVT and RVT & RVT from the last year. 2. Review joint look at the performance and status of the various officers from the last year. 3. Collect all the data related to the previous 2 years from the office of Deputy Commissioner (Planning Dept). 4. Take joint look at the 2 books of RVT from the last year. 5. Take joint look at the 2 years of RVT from the planning dept. 6. Complete training on different components of RVT from the respective Deputy Commissioners. 7. Collect all the data related to the previous 2 years from the office of Deputy Commissioner (Planning Dept) under the following heads: - PAF (PVT) - District Team - District - District - District - District - District 8. Review the data related to the previous 2 years from the office of Deputy Commissioner (Planning Dept) under the following heads: - District - District - District - District - District - District - District 9. List of the data related to the previous 2 years from the office of Deputy Commissioner (Planning Dept) under the following heads: - District - District - District - District - District - District - District 10. List of the data related to the previous 2 years from the office of Deputy Commissioner (Planning Dept) under the following heads: - District - District - District - District - District - District - District



2021

South-East village

1. Review the all hand line workers of different rights on ground
2. Inspect activities by different rights about including secondary schemes
3. Inspect all PRA members' affairs
4. Participatory exercise organization of sports activity in school, school health/cultural/extra-curricular activity
5. Conduct katta inspection daily scheduled in panchayat hall
6. Visit about 2 entrepreneurs and get to get insight photos
7. Inspect about CSC Center and create favorable environment on 225 schemes particularly CSC schemes like PMAS, ANCHALAK, Aardram, Kisan Vigyan, Digital SAC
8. Visiting officer shall inspect and conduct psychosocial issues group meeting of all departments
9. Check effectiveness of centrally sponsored schemes
10. Visit and inspect all government establishments including PHC, AAC, TPA, schools etc
11. Attention calibration of deliverable on local bodies and whenever deliverables found, find a drive to achieve all deliverables
12. Assess effectiveness of sanitation campaign in the panchayat
13. Discuss self employment activities for 15 youth per panchayat
14. Identify 20 potential candidates per panchayat for KISSAT training along with the trade on which they want training
15. Whenever possible, distribute employment letters for people who are not under current government employment
16. In the evening, hold a normal meeting with union leaders, govt employees including retired employees, retired workers, youth club and any citizens of the village who are involved in public awareness
17. Open discussion on Hatha Mahat Abhiyan

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GENERAL INSTRUCTIONS

1. The working officer shall not continue to work if going for offering any commitment on behalf of the government and shall accept or implement only the implementing items. As far as possible, further commitment should be based on a clear and logical plan emerging from the last instruction in the stage.
2. In going to the village or planning office for the implementing any working any working any from schemes.
3. When preparing village development plan, he has to submit the demands and proposals and the demand credit available schemes, wherever necessary the target works are to be entered in different water supply under DWSUT plan under submission of DCs and list of the working DCs for reflecting a wider delivery plan.
4. His work shall be based on planning and budget and least a 90% utilization.
5. Every Deputy Commissioner has to ensure that atleast one RDO official namely Parishadal, Sarpanch or a person in every panchayat with relevant panchayat records, to ensure conduct of all other works planned. The target and order books to be issued in all season.
6. Working officer should ideally carry his/her duties to complete the reports at the panchayat level first and submit the final report, duly signed both by the sarpanch and by the working officer as a working officer report, before they leave panchayat.
7. List of visit are youth, girls, self-employment, rural milk, fish and marine milk, Panchayat SA, besides to carry forward the activities during Jan Aardhan and submit them.
8. In addition attention may be given to the following areas:
 1. Mahatma Jai of Centrally Sponsored Schemes
 2. execution of attached central schemes
 3. Self-employment schemes
 4. Food linked activities, including departmental subsidy schemes
 5. Empowerment and transparency through digital initiatives
 6. Effectiveness of government machinery :-
 1. Effectiveness of government and available
 2. Available funds utilized in public interest and report from Sabha resolutions
 3. Effectiveness of governance
 4. Effectiveness of individual beneficiary schemes etc
 5. Effectiveness of MGNREGS
 6. Effectiveness of SHS
 7. Effectiveness of PDS

4. The PML members (Sarpanch, Panch, BDC Chairperson) shall be at the forefront of all activities and given due importance and the approach should be to strengthen them and make them feel sense of obligation and responsibility.
5. Visiting officer shall not leave the district without uploading the report duly signed on the www.panchayat.in portal. Every Deputy Commissioner has to ensure that.

6) Details of Reporting Officer:

Name: Manzoor Ahmad Qadir

Designation: Director General

Department/ place of posting: Secretary's Secy Dept

Mobile No: 9917032617

Email ID: mqadir1962@gmail.com

Home District: Baranulla

Dates of visit: 28/10/22 & 29/10/22

8) Locational details of Panchayat: (to be pre-filled, information to be taken from the previous phases booklets/summarized excel sheet uploaded on kpanchayat.in/b2v4.php) (to be validated by the visiting officer and missing details to be filled)

Name of the Panchayat: Rinjal A.

Local Government Directory (LGD) code of the Panchayat: 242000

Name of CD Block: Panapilla

Name of Tehsil: Un

Name of District: Baranulla

9) Panchayat Profile:

No. of revenue villages in the Panchayat: 01

No. of hamlets in the Panchayat: 07

No. of households in the Panchayat: 340

Population (approx) of the Panchayat: 1651

are taken up by the Voting Officer during his/her first day visit to the Panchayat. All Fields have to be filled by the Voting Officer before the Checklist is handed over to the EC.

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DAY 1- ACTIVITIES

AGENDA 1: PANCHAYAT ASSET REGISTER

Infrastructure:

1. Panchayat Ghm Infrastructure
 - a. Govt ~~Building~~ private
 - b. ~~Need~~ need report
2. Furniture (Y/N) ✓
3. Computer/printers (Y/N) ✓
4. Internet (Y/N) ✓
5. Telephone (Y/N) ✓
6. Toilet (CSC) part of panchayat ghm (Y/N) ✓
7. Water (Y/N) ✓
8. Electricity (Y/N) ✓
9. Bank branch (Y/N) ✓
10. CSC (Y/N) ✓
11. Patwar khana (Y/N) ✓
12. Village hall (Y/N) ✓
13. Playground (Y/N) ✓
14. School
 - a. Kindergarten (Y/N) ✓
 - b. Primary (Y/N) ✓
 - c. Secondary (Y/N) ✓
 - d. College (Y/N) ✓
 - e. University (Y/N) ✓
15. Anganwadi Centre (Y/N) ✓
 - a. Govt/private
 - b. Total children enrolled 45
16. Asset Sanwars - details, location, condition - nil
17. Government office: details, whether functional or not. - Govt. building
18. Ration shop (Y/N) ✓
19. Places of tourist importance - names, little detail on historical/cultural importance - nil
20. Village heritage sites/arks - names, little detail on historical/cultural importance - nil
21. VW Office (Y/N) ✓
22. Primary Healthcare Centre (Y/N) ✓
23. List of incomplete buildings: names, year of construction - nil
24. List of Underutilized buildings: names - nil

100

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DAY 1 - ACTIVITIES
 AGENDA 3: SATURATE JAN BHIMYAN
 DELIVERABLES AND RECORD DEFICIENCIES IF ANY
 (INSERT DELIVERABLES LIST HERE AS PER GAD FORMAT)

<u>S.NO</u>	<u>Deliverable</u>	<u>Department</u>	<u>Remarks</u>
1.	Golden Health Card.	Health	Targeted.
2.	Jamini Samiksha Yojna	do	functional.
3.	Land Pass Books.	Revenue.	Boards started
4.	Inheritance mutation.	Revenue.	initiated.
5.	CSC Camps	JK h bank.	CSC is the operation - functional.
6.	KCC.	Agriculture	Saturated
7.	PM Kisan Saman vile	do	do
8.	Old age pension, Disability Pension, widow Pension Mukhya in Dist	Social welfare.	Saturated



ACTIVITIES

1. Monitor and assess the progress of different schemes relating to the localized SDOs prior to the village as per the resolution passed by that Gram Panchayat on 21st April 22, on National Day (Copy of the resolution to be taken from www.jkpanchayat.in portal under the link of North)

2. SO AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY MARCH 2024.
LIST OF WORKS UNDER THE FOLLOWING SCHEMES:

02.

Sanitary green village

1. Work taken by the Panchayat for managing Solid and Liquid Waste _____ X
2. Work taken by the Panchayat for using green sources of fuel like solar, biogas _____

3. Mapping of land use, water bodies, forest, slopes, wet lands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason, thereof _____
4. Climate Resilience Plan been developed for the GP? Yes /No
5. Decision by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures and conservation of wetlands.
6. Have schools have started segregating waste?
7. Have schools have their own compost/sewage pits for solid/liquid waste management?

X

Health village

1. Meetings related to Village Health and Sanitation Committee being held regularly?
2. All the eligible individuals been provided the Golden Card?
3. All the Children being immunized as per the Schedule recommended by Govt. of India?
4. All the eligible individuals been vaccinated against COVID-19?
5. Gram Panchayat ensure that all pregnant women are getting necessary prenatal checkups?
6. All the deliveries were institutionalized or conducted by trained Midwives?

Sanitation village

1. All the villages in the Gram Panchayat have water pipeline connections? Yes.
2. Gram Panchayat has taken steps for proper water management if yes please specify Yes.
3. All the villages in the Gram Panchayat have toilets? Yes.
4. All the toilets functional or not? Yes.
5. All the Anganwadi centres have a toilet facility or not? Yes.
6. All the toilets at the schools/Anganwadi functional or not? Yes.
7. All the Gram Panchayat Bhawan has separate toilets for women or not? No.



ACTIVITIES

EMPLOYMENT ACTIVITIES

Conduct employment activities for youth, distribute employment letters for people selected under various schemes (15 IS THE TARGET PER PANCHAYAT)

Number of cases in different categories sanctioned:
Details of the bank sanctioning it:
Total amount involved:

X

ACTIVITIES

100%
Sarpanch hold informal meetings with senior citizens, govt employees, ret'd employees, youth club, active citizens who are enrolled on college/university and have discussion on Gandhi Katha, Katha on issues, corruption free governance, doubling farmers income and record the proceedings

- 100%
No of Individual Compost Pits constructed Nil
- No of Individual Soak Pits constructed 05
- No of Biodiversity management committee meetings held Nil
- Whether Sarpanch displayed on citizen information board of all RD&PR schemes Yes/No ✓
- Whether Sarpanch being involved in start/Inauguration of activities Yes/No ✓
- Whether subjects have been assigned by the Sarpanch to the Panch Yes/No ✓
- Whether grievance redressal box is installed Yes/No ✓
- Whether grievances received pertaining to Panchayat level: Nil
- Whether grievances disposed of at Panchayat level: Nil
- Whether the Sarpanch/Panchayat Secretary have digital signatures Yes/No ✓
- Whether all MGNREGS 14th FC payments are being made by Sarpanch through Digital Signature ✓
- Whether with IDSC Yes/No ✓

6 Child Friendly village

X

- 1 Do all the children under the age of 0-6 years born enrolled in the Anganwadi centers for pre-schooling? Yes/No
- 2 How many Bal Sabha's were organized in the Gram Panchayat _____
- 3 Whether the issues raised by Bal Sabha are addressed during the Gram Sabha, yes/NO
- 4 Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO
- 5 Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No

7 Village with good governance

X

- 1 Is CSC located in the Gram Panchayat Bhawan or not?
- 2 Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram Panchayat wall or not?
- 3 Does the Gram Panchayat has its building or not?
- 4 Is the Gram Panchayat office functional or not?
- 5 Are the activities approved under the Haqqa Panchayat Development Plan displayed on the Gram Panchayat wall or not?
- 6 Is Social Audit of earlier Schemes/Programs carried out or not?

8 Poverty free and enhanced livelihood village

- 1 Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify ✓
- 2 Have all the eligible households registered in PDS or not? Yes
- 3 Has Gram Panchayat provided space for Self-help Groups in Panchayat Ghar for holding meetings or not? No
- 4 Have all the eligible households been registered for Pension or not? No
- 5 Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? No
- 6 Has Job Cards been distributed to all the eligible individuals under MGNREGA? No
- 7 Has Gram Panchayat facilitated SHGs for Bank Account Linkages? No

9 Socially secured village

X

- 1 Whether Gram Panchayat is maintaining data related to Differently Abled People?
- 2 Is Gram Panchayat Office Disabled Friendly or not?
- 3 Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not?
- 4 Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not?
- 5 Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc?
- 6 Are all the eligible households getting benefits from IAY or not?

ACTIVITIES

1. The Gram Panchayat shall also plan and conduct panchayat level convergence meeting of all departments and prepare village development plan for village, in consultancy with Gram panchayat, discuss it in gram and get it approved.
(Form available on <https://jkpanchayat.in/b2v4.php>)

2. The GDP plan shall also include :

- List of places which need to be developed
- List of product which needs to be developed
- Home stays
- Candidates for training under Himayat scheme alongwith trade in which training is to be given

nil.

✓

ACTIVITIES

ANNEX 5

1. Identification of following schemes and give status:

NAME OF THE SCHEME	TOTAL ELIGIBLE BENEFICIARIES IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDING
Health Card under PM-JAY	1651	1570	
PM-KSY	45	45	
PM-KSY	64	64	
PM-KSY	nil.	nil.	
PM-KSY	23	23	
	190	190	
	135	135	

ANNEX IV (15th OCT TO 3rd NOV)



Population	190	41.	
Registration of village level on GEN portal	—	—	
Registration of village level on Janani portal	—	—	
Registration of village level on PWD portal	06	06.	
Registration of village level on PWD portal	NA.		

DAY 2 ACTIVITIES

AGENDA 6 NASHA MUKT ABHIYAN

- Whether gram sabha resolution passed
- Details of activities conducted
- Whether all activities and GS resolution uploaded on Jananchayats in portal
- How many drug addicts in the village
- Whether reported to the Deputy Commissioner
- How many registered for rehabilitation under government programme

DAY 2 ACTIVITIES

AGENDA 7 SOCIAL AUDIT

Conduct social audit of atleast 5 works each under following schemes:

NAME OF THE SCHEME	DETAILS OF THE WORKS	YEAR OF WORK APPROVAL	AMOUNT APPROVED TO THE WORK	NATURE OF WORK EXECUTED SATISFACTORY	LED TAKEN UP TO DATE	ANY DISCREPANCY/REMARKS/REASON
MAHILA	DS	2020-21	C. W. 100	Yes	Yes	Nil
PMAY	✓					
PMK UNDER STAGE	✓					
OS UNDER STAGE	✓					
AMBIT	✓					

DAY 2 ACTIVITIES

AGENDA 8

MAHILA SABHA

Total women in the village above the age of 18

Total attended

Proceedings:

if insert pointers to be discussed there - refer patti proceedings

nil

DAY 2 ACTIVITIES

AGENDA 9

MAHILA SABHA

Hold a mahila and record proceedings

Total children in the village above the age of ...

Total attended

Proceedings:

if insert pointers to be discussed there - refer patti proceedings

Bal Sabha Held at the
Govt. Hr. Sec. School.
All the children attended



DAY 2 ACTIVITIES

AGENDA 10

INAUGURATIONS

SR NO.	ASSETS / ACTIVITIES INAUGURATED	STATUS OF THE ASSET / ACTIVITIES (NUMBER, OTHER DETAILS)	SEO-TAGGED PHOTOS
	VILLAGE HALL under KSRM (SURF / MARKET)		
	PRASHAD houses if already lot inaugurated		
	Swachh gram projects / segregation / study etc.		
	Amrit sarovars		
	Sports kits		
	Village cultural events		
	Self help groups		
	Any other to be identified at district level		

BACK TO VILLAGES PHASE IV (15th OCT TO 3rd NOV)



X

Gendered Development in Village

- How many Mahila Sabhas were organized in the Gram Panchayat _____
- Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/No)
- Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No)
- Number of women beneficiaries headed households covered under PDS _____
- Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matruva Vanikara Yojana _____

X

Safe and Sound Infrastructure in the Village

- Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet _____
- Whether the Disaster management plan is available at the GP Level (Yes/No)
- Whether child friendly park with required facilities is available in GP (Yes/No)
- Whether the GP has easy access to Godown for storage (Yes/No)
- Whether street lights are provided in public places for ensuring safety (Yes/No)

DAY 2 ACTIVITIES

AGENDA NO.2

Introduce village residents about myScheme portal (myscheme.in) which includes information about all schemes being run by Central/ State/ UT govt across the country
 Scheme Material available from <http://jkpanchayat.in/b2v4.php>

DAY 2 ACTIVITIES

AGENDA NO.3

Encouraging of the Biodiversity Management Committees to deliberate on issues pertaining to conservation of biodiversity and sustainable utilization of biological resources. He should check People Biodiversity Register (PBR) of that panchayat and review if Biodiversity Management Committee constituted for that Panchayat is holding minimum 4 meetings in a year and meeting once in every 3 months (flow of BMC available at <https://jkpanchayat.in/b2v4.php>)

COMMITTEE MEMBERS

PRESENT

BIODIVERSITY REGISTER PHOTOS

MEETING DETAILS- DATES, MINUTES PHOTOS

NA

FOLLOW UP OF (B2V1, B2V2 & B2V3):

(The filled excel sheet to be taken from district level and also to be downloaded from www.jkpanchayat.in)

S.No.	Particulars	Action Taken	Remarks
C. Urgent Public Requirements/ Demands- B2V1			
1	Constructing water Reservoir	under execution	
2	Renovation of Old Reservoir	nil	
3	Mekhora to Singal road	nil	
4	Removal of L.T. line from the	under execution	
5	Renovation of Jangate canal	nil	
6	Construction of new byeland	nil	
7	Construction of Sub Centre	nil	
D. Urgent Public Requirements/ Demands- B2V2			
1			
2			
3			
4			
5			
6			
7			
E. Major Problems - B2V3			
1	L.T. line on further	under execution	
2	Toilet facility not available in	nil	
3	The market		
4	Blockage of Drain & Irrigation	nil	
5	Channel		

Culverts on Bear Creek rd.
 Deched.

Major Problem: B2V2

~~NA~~

Major Problem: B2V3

~~NA~~

Major Complaint: B2V1

- 1. While not supplementing the CSR Program nil
- 2. Road for land not being repaired nil
- 3. Pending material deposit from NRCA for nil

Major Complaint: B2V2 2019 - 10

~~NA~~

Major Complaint: B2V3

~~NA~~

OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST DEPARTMENT:

2. LEAST RESPONSIVE DEPARTMENT:

Rural Development Department
Irrigation & Fe. Deptt

GENERAL ASSESSMENT OF THE VISITING OFFICER

i	Any major complaint brought to the notice of the visiting officer: <i>Already reflected in Bill.</i>
ii	Major urgent public demands that have been reflected earlier but have not been addressed up to: <i>Detailed above.</i>
iii	Overall assessment of the visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions from PRIS to Rural Police have high expectations with the Bank to village performance.)
iv	Overall rating of govt functioning as given by the Panchayat (Scale of 1 to 10): <i>05</i>
v	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days: <i>Attached</i>

[Signature]

Signature of Sarpanch

Name *Forooz Ahmad Baig*

[Signature]

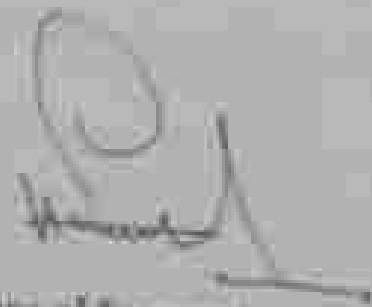
Signature of the Visiting Officer

Name *Pradeep Kumar*

BACK TO VILLAGE 4 (B2V4) 2022-2023

CERTIFICATE

This is to certify that Shri Mou Zou A. A. Designation Director General Department
at Sevillan has stayed in Panchayat Hall at Eringle A for 7 days during Back to village 4
(B2V4) programme from 28/10/2022 to 29/10/2022 successfully.



Signature of Sarpanch

Eringle - A

For Mr. Ahmad Begh