



सत्यमेव जयते

75
Azadi Ka
Amrit Mahotsav



Back² Village⁴

Governance at doorsteps

15TH OCT to 3RD NOV, 2022

A) **Details of Reporting Officer:**

Name: Dr. Mohd Mushtaq
Designation: Assistant Professor
Department/ place of posting: Higher Education/ GDC Kotyanka
Mobile No: 9821165604
Email ID: mushtaqanjum08@gmail.com
Home District: Rajouri
Dates of visit: 28, 29 October 2022

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

Name of the Panchayat: Swari Kote
Local Government Directory(LGD) code of the Panchayat: 240016
Name of CD Block: Budhal Old
Name of Tehsil: Kotayanka
Name of District: Rajouri

C) **Panchayat Profile:**

No. of revenue villages in the Panchayat: 01
No. of hamlets in the Panchayat: 07
No. of households in the Panchayat: 475
Population (approx) of the Panchayat: 2800



Part-II:

(To be filled up by the Visiting Officer during his/her two day visit to the Panchayat. All Fields have to be filled by the Visiting Officer before the booklet is handed over to the DC

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

| Department | Name | Designation |
|------------------|----------------|-------------------------------|
| Revenue | Kala Khan | Patwari |
| RDD | Mohd. Maqbool | GRS |
| - | Sarfraz Ahmed | Account Assistant |
| ICDS | Kamlesh Kumari | Supervisor |
| Agriculture | Amir Mushtaq | Jr. Agriculture Extt. Officer |
| Animal Husbandry | Amit Singh | Trained VP |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

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

| Department | Name | Designation |
|------------|------|-------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

DAY 1- ACTIVITIES

AGENDA 1: PANCHAYAT ASSET REGISTER

Infrastructure:

1. Panchayat Ghar Infrastructure
 - a. Govt building/private — Govt.
 - b. New/needing repairs ✓ in dilapidated condition.
2. Furniture (Y/N) ✓
3. Computer/printer (Y/N) ✓
4. Internet (Y/N) ✓
5. Telephone (Y/N)
6. Toilet (CSC/part of panchayat ghar) (Y/N) — Not functional
7. Water (Y/N) ✓
8. Electricity (Y/N) ✓
9. Bank branch (Y/N)
10. CSC (Y/N) ✓
11. Patwarkhana (Y/N) ✓
12. Village haat (Y/N) ✓
13. Playground (Y/N) ✓
14. School-
 - a. Kindergarten (Y/N) ✓
 - b. Primary (Y/N) — 03
 - c. Secondary (Y/N)
 - d. College (Y/N) ✓
 - e. University (Y/N)
15. Anganwadi Centre (Y/N) — 03
 - a. (govt/private)
 - b. Total children enrolled — 60
15. Amrit Sarovars – details, location, condition — Not constructed.
16. Government offices- details, whether functional or not — ~~Not~~ All functional.
17. Ration shop (Y/N)
18. Places of tourism importance – names, little details on historical/cultural importance — No
19. Village heritage sites/ treks- names, little details on historical/cultural importance — No
20. VLW Office (Y/N) ✓
21. Primary Healthcare Centre (Y/N), ✓
22. List of Incomplete Buildings- names, year of construction — No
23. List of Underutilized Buildings- names — Nil.



DAY 1-ACTIVITIES

AGENDA 2:

DIFFERENT INSTITUTIONS/INFRASTRUCTURE PROJECTS TO BE VISITED

| AMRIT SAROVARS | Visit, verify | COMMENTS |
|---|--|--|
| Khidmat Centres | Create /Generate awareness on 225 schemes particularly G2C schemes Aapki Zamin Aapki Nigrani, Beams, Janbhagidari, Digital J&K | No Khidmat Centre in Panchayat - Demanded. |
| JKB/PSB counters/outlets | a) Status of counter b) Number of visitors | No counters/outlet |
| Incomplete buildings/projects | Verify whether identification and redistribution done | GMS Khruni |
| PDS | Visit, evaluate, online status | visited- functional |
| PHC | Visit- evaluate, status of staff, equipment and quality | visited, found locked and reported to concerned |
| Youth clubs | Meet, interact, seek suggestions | No Youth Club. |
| SHG | Meet, identify problems, seek suggestions | No SHG Available. |
| PMAY | Inspect, Inaugurate | inaugurated and inspected many. |
| My school, my pride progress; schools- water, toilets, staff | Visit, check for water, electricity, sanitation, meet students and staff | visited, inspected-3 schools no playground in any. |
| Swachh SBM | Evaluate | |
| Panchayat play ground, Sports kits distribution Village games | Ensure, verify. Participate in at least one game in the playground | No playground, sports kits purchased and kept with Sarpanch. |
| Har Gaon Hariyali, Plantation drive | Evaluate status, feedback | organized and spread awareness. |
| Village cultural event Danga/ Haat/Mela | Participate in; ensure that it is held | organized at GMS Swarni-1 a cultural and sports program |
| Exhibition of schemes | Ensure that every department participates and that it continues for the entire duration of B2V | Asked departments to do so as they have none |
| Jal Jeevan Mission verification- WSS/JSD Electricity supply | Verify | Tendering done, work to be started soon. |



DAY 1 - ACTIVITIES

AGENDA 3: SATURATE JAN BHIYAN

DELIVERABLES AND RECORD DEFICIENCIES IF ANY

(INSERT DELIVERABLES LIST HERE AS PER GAD FORMAT)

- (1) Visited Panchayat Ghar at 10:00 am and found it locked. Opened at 10:30 and the condition of Panchayat Ghar was very bad. No cleanliness, no maintenance.
- (2) Most of the employees (front line) were late that shows their lack of work ethics.
- (3) People have complaints about Jal Shakti Department, official assured to look into that.
- (4) Need awareness among the people regarding schemes of the departments of Animal Husbandry, Sheep Husbandry, Agriculture and Horticulture.



DAY 1- ACTIVITIES

AGENDA 4:

SELF EMPLOYMENT ACTIVITIES

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

Number of cases in different categories sanctioned : *No data available*
Details of the bank sanctioning it : *NA*
Total amount involved : *NA*

DAY 1 ACTIVITIES

AGENDA 5

In the evening, hold informal meetings with senior citizens , govt employees, ret'd employees, youth club and other citizens who are enrolled on college/university and have discussion on Gandhi Katha, Nasha Mukta Abhiyan, corruption free governance, doubling farmers income and record the proceedings

DAY 2

- a. No of Individual Compost Pits constructed *Nil*
- b. No of Individual Soak Pits constructed *100/-*
- V. No.of Biodiversity management committee meetings held: *Nil (No Committee)*
- VI. Is the name of Sarpanch displayed on citizen information board of all IRD & PR schemes: Yes/No ✓
- VII. Are Sarpanchs being involved in start/inauguration of activities: Yes/No ✓
- VIII. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No ✓
- IX. Whether grievances redressal box is installed: Yes/No ✓
- X. No of grievances received pertaining to Panchayat level: *No data*
- XI. No of grievances disposed of at Panchayat level: *No -*
- XII. Whether the Sarpanch/Panchayat Secretary have digital signatures: Yes/No ✓
- XIII. Whether all MGNREGA/ 14th FC payments are being made by Sarpanch through Digital Signature Certificate (DSC): Yes/ No ✓

HUMAN RESOURCE AVAILABLE AT THE PANCHAYAT LEVEL:

| SR NO. | DEPARTMENT WISE STAFF | NUMBERS | | NAMES |
|--------|---|----------------------|--------|-------------------------------|
| | | SANCTIONED | ACTUAL | |
| | Rural development department: BDO JE GRS TA | 04 | 03 | Mohd Mebbool. Mohd Sudiz |
| | SCHOOL EDUCATION: TEACHER HEAD MASTER ANY OTHER | 06-School | | |
| | JAL JEEVAN: | 01 | 01 | Mohd Zafer |
| | PDD: LINEMAN JE ANY OTHER | 02 01 00 — | | Abdul Qayoom. Danish Iqbal |
| | FOOD & CIVIL SUPPLIES | 02 | 02 | Charan Singh Mohd ALam. |
| | AGRICULTURE & ANIMAL HUS- BANDARY | 02 | 02 | Amir Mushtak |
| | SOCIAL WELFARE | 04 | 04 | |
| | HEALTH: ASHA ANM AYUSH DOCTOR ALLOPATHIC DOCTOR | 01 01 00 01 | | |
| | ANY OTHER DEPARTMENT | | | |

DAY 2-ACTIVITIES

AGENDA NO.1

Discussion on the and assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat on 21st April 22, on National Panchayati Raj Day (Copy of the resolution to be taken from www.jkpanchayat.in portal under the link of Gram Swaraj Month)

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

1 Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste Nothing Done
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas Nil
- iii. Has mapping of land use, water bodies, forest, slopes, wet lands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason, thereof Yes
- iv. Has the Climate Resilience Plan been developed for the GP? Yes /No Yes
- v. Steps taken 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. - Nil
- vi. Whether schools have started segregating waste No
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management - No

2 Healthy village

- i) Are meetings related to Village Health and Sanitation Committee being held regularly? No
- ii) Do all the eligible individuals been provided the Golden Card? Yes
- iii) Are all the Children being immunized as per the Schedule recommended by Govt. of India? No
- iv) Are all the eligible individuals been vaccinated against COVID-19? Yes
- v) Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal checkups? No data
- vi) Whether all the deliveries were Institutionalized or conducted by trained Midwives? No date

3 Water sufficient village

- i) Do all the IHHs in the Gram Panchayat have water pipeline connections? No
- ii) Whether Gram Panchayat has taken steps for grey water management. If Yes please specify - No
- iii) Do all the IHHs in the Gram Panchayat have toilets? No
- iv) Are all the IHHs toilets functional or not? NA
- v) Do all the Schools/Anganwadi centers have a toilet facility or not? Yes
- vi) Are all the toilets in the schools/Aaganwadi functional or not? Yes
- vii) Whether Gram Pachachayat Bhawan has separate toilets for women or not? No

Child Friendly village

Do all the children under the age of 0-6 years been enrolled in the Anganwadi centers for pre-schooling? Yes/NO

How many Bal Sabha's were organized in the Gram Panchayat-----01-----

Whether the issues raised by Bal Sabha are addressed during the Gram Sabha. Yes/NO

Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO.

Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No

Village with good governance

Is CSC located in the Gram Panchayat Bhawan or not? No

Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? Yes

Does the Gram Panchayat has its building or not? Yes

Is the Gram Panchayat office functional or not? Yes

Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? No

Is Social Audit of earlier Schemes/Programs carried out or not? No

Poverty free and enhanced livelihood village

Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify

Have all the eligible households registered in PDS or not? No

Has Gram Panchayat provided space for Self-help Groups in PanchyatGhar for holding meetings or not? NA

Have all the eligible households been registered for Pension or not? No data

Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? No data

Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes

Has Gram Panchayat facilitated SHGs for Bank Account Linkages? NA

Socially secured village

Whether Gram Panchayat is maintaining data related to Differently Abled People? No

Is Gram Panchayat Office Disabled Friendly or not? No

Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? No

Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? No

Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc?

Are all the eligible households getting benefits from IAY or not? No data



Engendered Development in Village

How many Mahila Sabha's were organized in the Gram Panchayat-----01-----

Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/No) NA

Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No) ✓

Number of women beneficiaries headed households covered under PDS system.....No....data

Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana.....No....Data

Self-sufficient infrastructure in the village

Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet.....No.....

Whether the Disaster management plan is available at the GP Level (Yes/No) No

Whether child-friendly park with required facilities is available in GP (Yes/No) No

Whether the GP has easy access to Godown for storage (Yes/No) No

Whether street lights are provided in public places for ensuring safety (Yes/No) No

DAY 2 ACTIVITIES

AGENDA NO.2

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

DAY 2 ACTIVITIES

AGENDA NO.3

Hold meeting 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 (Role of BMC available at <https://jkpanchayat.in/b2v4.php>)

COMMITTEE MEMBERS

PRESENT

BIODIVERSITY REGISTER PHOTOS

PAST 4 MEETING DETAILS- DATES, MINUTES PHOTOS

No such Committee in the village.

DAY 2 ACTIVITIES

AGENDA 4

Visiting officer 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 sabha and get it approved.
(GPDP format available on <https://jkpanchayat.in/b2v4.php>) Done.

In addition GPDP plan shall also include :

- ✓ Tourist places which need to be developed
- ✓ Specific product which needs to be developed
- ✓ Tourism- home stays
- ✓ 20 candidates for training under Himayat scheme alongwith trade in which training is to be given

DAY 2 ACTIVITIES

AGENDA 5

Ensure saturation 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 PENDENCY |
|--|---|--|----------------------|
| Golden Health Card under Ayushman Bharat | 2400 | 1900 | Andher Card. |
| Janani suraksha yojana | 20 | — | — |
| OLD AGE pension | 2200 | 120 | Documents |
| Widow pension | — 100 | — 100 | — |
| Disability pension | 6 — | 6 x | — |
| Domicile certificate | No data | provided. | |
| Kisan credit card | 20 | 20 | — |
| PM kisan sammannidhi | 2700 450 | 2700 - 400 | Documents |



| | | | |
|---|-----------|----|---|
| Land pass book | 0 No Data | | |
| Registration of village vendors on GEM portal | NIL | 04 | — |
| Registration of village contractors on jktenders portal | 07 | — | — |
| Registration of village contractors on PWD portal | NIL | — | — |
| Incomplete buildings/projects | NIL | — | — |

DAY 2 ACTIVITIES

AGENDA 6

NASHA MukT ABHIYAN

- Whether gram sabha resolution passed *yes*
- Details of activities conducted *Lecture on Awareness*
- Whether all activities and GS resolution uploaded on jkpanchayats.in portal *Yes*
- How many drug addicts in the village *NIL*
- Whether reported to the Deputy Commissioner *NA*
- How many registered for rehabilitation under government programme *NA*

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 FOR THE WORK | WHETHER WORK EXECUTED SATISFACTORILY | GEO-TAGGED PHOTOS | ANY GRIEVANCE RECORDED RELATING TO THAT WORK |
|--------------------|----------------------|-----------------------|------------------------------|--------------------------------------|-------------------|--|
| MGNREGA | Road at Mustafanagar | 2019-20 | 1.99 | Yes. | Yes | good. |
| PMAY | Mohd Shahin | 2019-20-21-22 | 1.30 | Yes | Yes | good. |
| IHL UNDER SBM-G | Hakim Shah. | 2020-21-22 | 80- | Yes | Yes | good. |
| CSC UNDER SBMG | NIL | NIL | NIL | NIL | NIL | NIL |
| AMRIT SAROVAR | NIL | - | - | - | - | - |

DAY 2 ACTIVITIES

AGENDA 8

MAHILA SABHA

Total women in the village above the age of 18

Total attended 30

Proceedings:

(Pl insert pointers to be discussed there - refer palli proceedings)

No Data Available

DAY 2 ACTIVITIES

AGENDA 9

BAL SABHA

Hold a balsabha and record proceedings

Total children in the village above the age of No Data

Total attended 36

Proceedings: —

(Pl insert pointers to be discussed there - refer palli proceedings)



DAY 2 ACTIVITIES

AGENDA 10

INAUGURATIONS

| SR NO. | ASSETS /ACTIVITIES INAUGURATED | STATUS OF THE ASSET/ACTIVITIES (NUMBER, OTHER DETAILS) | GEO-TAGGED PHOTOS |
|--------|--|--|-------------------|
| | VILLAGE HAAT under JKSRML (SUN-DAY MARKET) | Not Available. | |
| | PMAY houses if any ready for inauguration | Yes | Yes |
| | Swachh gram projects- segregation sheds etc | NIL | |
| | Amrit sarovars | NIL | |
| | Sports kits | Yes Not in use. | |
| | Village cultural events | Yes - | Yes. |
| | JJM assets/projects | - | - |
| | Any other to be identified at district level | NIL. | - |

FOLLOW UP OF (B2V1, B2V2 & B2V3):
(Pre filled excel sheet to be taken from district level/ and also to be downloaded from www.jkpanchayat.in)

| S.NO. | Particulars | Action taken | Remarks # |
|--|--------------------|--------------|-----------|
| I. Urgent Public Requirements/ Demands- B2V1 | | | |
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |
| 7 | | | |
| II. Urgent Public Requirements/ Demands- B2V2 | | | |
| 1 | | | |
| 2 | | | |
| 3 | Data Not Readable | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |
| 7 | | | |
| S.NO. | Particulars | Action taken | Remarks # |
| III. Major Problems – B2V1 | | | |
| 1 | | | |
| 2 | Data Not Readable. | | |
| 3 | | | |



| | | | |
|------------------------------|--------------------|--|--|
| 4 | | | |
| 5 | | | |
| IV. Major Problems- B2V2 | | | |
| 1 | | | |
| 2 | | | |
| 3 | Data Not Readable | | |
| 4 | | | |
| 5 | | | |
| V. Major Problems- B2V3 | | | |
| 1 | | | |
| 2 | | | |
| 3 | Data Not Readable | | |
| 4 | | | |
| 5 | | | |
| VI. Major Complaints- B2V1 | | | |
| 1 | | | |
| 2 | | | |
| 3 | | | |
| VII. Major Complaints- B2V2 | | | |
| 1 | | | |
| 2 | Data Readable - | | |
| 3 | | | |
| VIII. Major Complaints- B2V3 | | | |
| 1 | | | |
| 2 | Data Not Readable. | | |
| 3 | | | |

OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST DEPARTMENT:
2. LEAST RESPONSIVE DEPARTMENT:

GENERAL ASSESSMENT OF THE VISITING OFFICER

| | |
|-----|---|
| I | Any major complaint brought to the notice of the Visiting Officer: <i>upgradation of school.</i> |
| II | Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far: <i>school.</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) |
| IV | Overall Rating of govt functioning as given by the Panchayat (Scale of 0 to 10) <i>4-</i> |
| V | Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days |

Signature of Sarpanch

Name ..*Naseem Akhter*..

Sarpanch Kote
Pvt. Halqa Swari Kote
Block (Budhal)

Signature of the Visiting Officer

Name..*Dr. Mohd. Mushtaq*..