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DEPARTMENT OF
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PUBLIC GRIEVANCES



BACK TO VILLAGE-A CASE STUDY OF JAMMU & KASHMIR



Administrative Staff College of India
Leadership through Learning

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1. BACKGROUND

1.1. *About the Initiative*

Back to Village (B2V) is a unique programme where every gazetted officer is assigned a Panchayat. The officer has to spend two days including a night halt in the allotted Panchayat. During his stay, the officer interacts closely with the people, listens to their grievances and attends meetings of the Gram Sabha. The visit enables the officer to understand first-hand, the problems of the people. The entire exercise also yields a rich and authentic database which is very useful for planning and development. B2V is a unique outreach initiative of J&K Panchayat Raj Institution System.

B2V has initiated:

- Study of economic activities regarding potential areas, problems and public requirements in the areas.
- Assessment of the functioning of newly established panchayats and their facilitation.
- Looking at the functioning of various welfare schemes, development programmes and also suggesting more effective ways to strengthen them.
- Study of various procedures and interventions to be taken to achieve the National Goal of Doubling farmers income by the year – 2022.

1.2. *Key features of the Initiative*

- Under the program, the entire administrative apparatus of the state government will visit all the 4291 Panchayat halqas to get the grassroots level feedback from the general public.
- The government has deployed one gazetted officer as Prabhari officer in each panchayat halqa, who will interact with panchayat members, general public to get the general feedback.
- The program is primarily aimed at directing development efforts in rural areas through community participation and to create in the rural masses an earnest desire for a decent standard of living.

1.3. *Goals of the Initiative*

The ambitious programme has four main goals:

- **Energising panchayats** – Providing an energizing boost to panchayats by empowering Gram Sabha will give a much-needed impetus in the direction of good governance.

Gram Sabha can be an effective forum for information sharing on programmes, schemes, good practices and matters of common interest. Discussion on Gram Panchayat Development Plan during the meeting of Gram Sabha and constitution of Social Audit Committee by including members from Scheduled Castes/Scheduled Tribes (SC/ST) community and other weaker sections, NGOs, Social activities, ex-servicemen, prominent citizens will help in making panchayats truly energized as well as empowered.

- **Collecting feedback on delivery of government schemes and programmes** – The feedback obtained directly from the people will help design government schemes — Central and state based on their needs. It will also help in smooth implementation of government programs like PM-KISAN and PM Shram Yogi Mandhan schemes etc. Getting comprehensive feedback by deploying as many as 4500 officers for duty in villages is a much needed task to be carried out. The feedback would be huge because the problems that exist in villages are plenty. The bigger task is how to monitor the feedback and redress the problems of the people.
- **Capturing specific economic potential** – Back to village program will help in providing tailor-made customized solutions by taking into consideration local area needs. Area-specific economic programs are required to harness the potential of natural resources, geography etc of the area.
- **Undertaking assessment of needs of villages** – Undertaking assessment of needs of village is much needed as there can be area and demography specific problems particularly in the case of the people living in remote areas whose connectivity problem is more acute than for others, or for that matter such areas are having health and educational facilities far away from their reach. A general problem in addressing the issue of rural development is the lack of concepts and visions about the future of villages. In many parts of the world, rural areas and village life have been weakened or destroyed by badly designed policies based on misleading concepts and theories.

2. PROJECT FORMULATION / CONCEPTUALISATION

2.1. *Business Model*

The 'Back to Village' programme aims to involve the people of the state and government officials in a joint effort to deliver the mission of equitable development. The programme is aimed at energizing Panchayats and directing development efforts in rural areas through community participation.

As part of this programme, civil servants will have to reach out to each Panchayat of the State, where they will stay for a specific period to interact and obtain feedback from the grassroots so as to tailor government efforts in improving delivery of village-specific services.

The 'Back to Village' programme has been conceived with the objective of ensuring that developmental initiatives are built on the feedback and cooperation of the people, thus being more result oriented with a greater probability of success than those which are top down.

The programme revolves around the concept that while the official machinery has to guide and assist, the primary responsibility to improve local conditions rests with the people themselves. Therefore, they must be encouraged to own a programme so that benefits are maximized.

The life of a person living in a rural area is not cut into segments in the way Government activities are prone to be. The approach at the village level, therefore, has to be coordinated, touching all aspects of village life. Such an approach has to be made, not through a multiplicity of departmental officials, but through Panchayats.

The essence of the 'Back to Village' programme is to emphasize the importance of ensuring, right from the beginning, people's participation, not merely as an agent in the execution of the development works but as owners of the entire programme.

2.2. Redesigned Process

B2V – 1 (June 20 – 27, 2019)

The first phase of B2V started from 20th to 27th June, 2019 with the emphasis of looking into state of economy & health. The basic objectives of this programme were:

Objectives

- Public was able to have direct contact with government officers in their local areas only.
- To sensitise PRIs and local masses about development programmes and schemes.
- To discuss social issues with emphasis on better services involving PRIs.
- To visit all government offices for gaining first-hand information and identify:
 - Main Economic Activities
 - Major Potential Areas
 - Major Problems & Complaints
 - Urgent Public requirements

Instructions to visiting officers

The officers visiting a particular area were served with the instruction manual as to the important activities they have to perform and discuss the requirements/social issues good/bad of that particular area. To prepare them for their visits, the officers were provided with the instruction manual containing:

- a. Day wise activity charts
- b. Structured questionnaire
- c. List of visits and meetings
- d. Documents to be carried along
- e. Frontline workers of departments
- f. Exhibitions and events

The officers had to gather all the information in the structured questionnaire provided to them. The information/data to be captured is as under:

- Participation in Gram Sabha and ensuring the constitution of the Social Audit Committee everywhere.
- Interaction with prominent citizens, Government Functionaries, PRIs, NGOs and general public.
- Sensitization of PRIs to implement Mid-Day Meal, ICDS, and MGNREGA Schemes along with funds.
- Ensuring execution of works upto 0.50 lakhs after approval from Gram Sabha and devolution of funds to PRIs under 14th Finance Commission.
- Emphasize on education, nutrition and health of children, empowerment of women, general cleanliness and solid waste management, rain water harvesting etc.
- Identification and execution of languishing projects.

The officers should also record any other important information, observation which is not provided in format.

The officers were required to capture the pictures of all their visits to Gram Sabha meetings, schools, interaction with masses, visits to languishing projects starting from 10.00 am morning to 08.00 pm in the evening.

Machinery involved

The entire government machinery was involved in the process including:

- Deputy Commissioner of district being nodal officer for the programme.
- All the staff of the frontline government departments were present in the Gram Panchayat during the visit.
- Presence of all members of PRIs was ensured.
- DMs/SSPs for providing the security as per the requirement of the area.
- Coordination cells created in every district to provide election type logistics and other support.
- Nodal officer of the cell at State level.

Feedback

The feedback was collected by visiting officer on various indicators shown as under:

- | | |
|---|--|
| ● Basic profile of Panchayat | ● Telephone facility/connectivity |
| ● Status of Roads | ● Sanitation/Solid Liquid Waste Management |
| ● Drinking Water/Water bodies | ● Banking Facility |
| ● Health and Education Sectors | ● PDS, Transport, Housing etc. |
| ● Power Supply | |
| ● Economy, livelihood, sports, libraries, entertainment | |

Public Response

At the end of two days stay during B2V1 it was observed that this type of interactions with common masses by the gazetted officer gained an overwhelming and encouraging response from the people of the state especially from inaccessible and remote areas which could not get due attention before the initiation of such a programme because of various administrative exigencies. It was during this programme that local people came out with their responses as during the Gram Sabhas people shared their grievances and feedback about various schemes and sought redressal for the same. Even the issues requiring urgent attention of the government were also raised for appropriate action in Gram Sabhas.

B2V – 2 (November 25 – 30, 2019)

The Back to Village 2 started for one week from 25th to 30th Nov, 2019 with the basic motive of establishment of PRIs at the Block level. During this exercise the panchayats were empowered and energised. In this B2V2 activity, 4,500 Senior Government Officers – one for every panchayat visited the area.

- They spent two days and one night in panchayats.
- They pushed the flagship scheme of holding elections.

In other words, we can say that during this B2V2 governance was taken to the doorsteps.

The other milestone achieved during B2V2 was that the elections to Block Development Councils were held for the 1st time in the history of J&K. The elections were held on 24th October, 2019 with 98.3% voter turnout. In this election 276 chairpersons were elected.

Objectives

- Follow up on B2V1 and its achievements thereof
- Support and facilitate panchayats by looking at devolution of funds and functions in true sense
- Saturation of individual beneficiary's schemes wherein 100% coverage of 55 schemes was achieved.
- Design & study the intervention/inventions of doubling farmers' incomes.

Feedback

The visiting officers collected the feedback from local population on various issues like:

- Health schemes
- Social Welfare Schemes
- Agriculture Schemes for raising the income of farmers
- Schemes for love stock and dairy products
- Delivery of government programmes, capturing specific economic potential
- Undertaking assessment of needs of villages

Public Response

People came out in droves to welcome the visiting officers in their respective villages/panchayats. They appreciated the initiative taken by the government for the benefit of all rural masses. This initiative was also acknowledged by Prime Minister, Shri Narendra Modi in “Mann ki Baat” on 28th July, 2019.

B2V – 3 (October 02 – 12, 2020)

The phase 3 of B2V was initiated during the period 2nd to 12th October, 2020 with the basic challenges of looking into the learnings from B2V1 & B2V2 so as to build on & carry forward the momentum of works being identified and started during B2V2. The B2V3 was started to give a deeper push to the institutionalisation of PRIs. This phase was planned as an “Action” edition with focus on implementation and execution.

Objectives

- Deeper insight into institutionalisation of PRIs
- Focus on action by the Government on work related demands.
- Address grievances and needs by concrete action on ground.
- Make it more ambitious and action packed.

Before initiating B2V3 three week long public outreach exercise was held from 10th to 30th Sept, 2020 as Awami Muhim/Jan Abhiyan with three concurrent and interconnected goals of service delivery, mega developmental push at grass root level and public grievance redressal. During this exercise one day was fixed in every block which was named as Block Diwas/Youm-e-Block where the functionaries of all the line departments assembled at Block Headquarters. All these functionaries were invited for spot disposal of applications, grievances, redressals, issuance of documents etc.

This Block Diwas was renamed as Jan Abhiyan which was unique feature of B2V3. During this Jan Abhiyan:

- Over 05 lakh Domicile, Death/Birth, Category and Disability Certificates were issued.
- Over 70,000 ration cards were linked with Aadhar number.
- About 50,000 families were covered under health insurance scheme.

The Jan Abhiyan broadly covered three features

Adhikar Abhiyan: which focussed on service delivery. The awareness was created amongst the masses about their Adhikars/rights. By delivering services at the doorsteps, 100% saturation approach was possible regarding all individual beneficiary schemes like:-

- Pensions
- Scholarships
- Aadhar Cards
- Gold Card
- Health Scheme Card etc.
- Issuance of Certificates: Domicile, SC/ST, RBA, OBC etc.
- Revenue Services: Mutation, Fard, Copies of Girdhawaris etc.
- Any other important public oriented scheme or service to be covered.

Unnat Gram Abhiyan: focussing on mega development push at grass root level by:

- Taking up maximum possible works on ground.
- Starting of all works already approved.
- Prioritising demands raised during B2V1 & B2V2.
- Prioritising large projects and making them part of State Capex/Centrally Sponsored Schemes.
- Ensuring visits of all officers, DCs, SSPs at essential during Meeting/Block Diwas.

Jan Sunwai Abhiyan thrust on Public Grievance Redressal wherein on every Wednesday in every block all the departmental functionaries remained present with supporting staff and machinery at a fixed place for:

- On spot disposal of grievances, service delivery etc.
- Resolve issues on the same day or next week.
- Target – zero pendency.
- DC and other senior officers ensure presence as well as action.
- Every block is visited by DC and at least one more senior officer during Jan Abhiyan Period.

Feedback

B2V3 was an innovative phase where new innovations like Jan Abhiyan took place. The local masses were very enthusiastic/happy as governance had reached their doorstep.

The government had sanctioned 242 crores for youth entrepreneurs which included 4600 women entrepreneurs. During this period around 19000 loan cases were identified for financing and 15200 cases have been sanctioned during this initiative. The focus was also laid down on creating self-employment schemes at the local level for the youth.

The local population was also overwhelmed as various developmental works were completed with the intervention of PRI and government like Rural Development, Power, Public Health Engineering, Irrigation, Health Services etc.

2.3. What is the Change / Transformation

Day-1

- Meeting with Block Development Council (BDC)/ Panchayat members/ prominent members of Gram Panchayat.
- Visit important establishments/ institutions such as school/ PHC/ other governments 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 the name of Sarpanch on it and also check wall paintings listing all the works executed last year and current year in the Panchayat.
- Evening Choupal – informal discussions.

Day-2: Mela/Mega Event

Holding of Gram Sabha

- Discuss & pass resolution for MGNREGA plan.
- Read out list of Awaas+ beneficiaries and ensure deletions of ineligible beneficiaries.
- Read out the 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.

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 the Social Welfare Department – distribution of tricycles/ prosthetic aids/scholarships/ pensions.
- Universal Health Cards/ Ayushman Card distribution.
- Start any one water conservation work.

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 a subsidy or individual beneficiary scheme.

Filling up of B2V3 booklet

Day-3

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

Note:

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 differently been completed under B2V both physically and financially.

Visiting Officer to ensure that AT LEAST one new work under B2V out of priority demand is identified, foundation stone laid and started during His/Her visit.

3. DEPARTMENTS / AGENCIES INVOLVED

- Deputy Commissioner of the concerned district shall be the Nodal Officer for the programme.
- There shall be a Coordination Cell in the district for providing logistics and other support to the visiting Officer.
- All the staff of the frontline Government departments shall be present in the Gram Panchayat during the visit.
- District administration shall ensure the availability of PRI members at the time of visit.
- Security shall be provided as per the requirement by the concerned DM/SSP.

4. PROCESS FLOW

4.1. *General Instructions for the Visiting Officer*

- 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.
- The officer shall participate in the Gram Sabha, discuss the concept of Gram Panchayat Development Plan and also ask the Gram Panchayat to constitute a Social Audit Committee in case the same has not been constituted earlier.
- He / She shall also hold interactions with prominent citizens, frontline government functionaries, NGOs/ social organizations, respectable citizens of the area and the general public.
- He / She shall also visit schools, health institutions besides important village assets/ amenities related to various sectors.
- The visiting officer shall visit major languishing projects, inaugurate playgrounds (if any), participate in exhibition melas, distribution of certificates, etc.
- The officer shall during all his interactions emphasize on education, nutrition and health of children, empowerment of women, general cleanliness, solid waste management, organic farming, vermi-composting, rain water harvesting and water conservation.
- The visiting officer shall assess the ground situation of allotted Panchayat vis-à-vis perception of local public, data provided by different Departments, inputs shared by the PRI/ prominent citizens and his own observations.
- Any conclusions drawn shall include a holistic viewpoint of the general public. Efforts shall be made to bring out general highlights of the area based on consensus.
- The visiting officer shall restrain himself/ herself from giving or offering any commitment on behalf of the government.
- The visiting officer shall adopt an unbiased attitude in reporting issues.
- The report of the visiting officer shall be submitted both physically and electronically in the pre-circulated format. The officer shall exercise all care and objectivity while filling up the relevant form.

4.2. *Suggested Activity Schedule for the Visiting Officer*

Day – 01

Arrival in the Gram Panchayat (by 10:00 a.m.)

- Capture picture at 10:00 a.m.
- Interaction with:
 - PRI members (for an hour at least).
 - Frontline government functionaries (Doctor/ Teacher/ Patwari/ Anganwadi Workers/ ASHAs/ANMs/ VLW/ PDS storekeeper/ representatives of PHE, PDD, PWD, Agriculture, Animal Sheep, Horticulture, etc.)
- Social activists/ NGOs.
- Prominent citizens/ retired teachers/ govt. employees/ ex-servicemen, etc.
- Visit to local schools, health institutions, AWCs, government assets, banks, water bodies, tubewells, electric stations, and important private enterprises.
- Visit to important ongoing and languishing projects/ works.
- Inauguration of playfield/ any other building/ work.
- Visit other villages in the Panchayat.
- Evening informal interaction with PRI representatives, frontline government functionaries and prominent citizens to discuss and deliberate upon the core problems/ issues being faced by the locals of the Gram Panchayat.
- Capture evening interaction pictures by 8:00 p.m.

Day – 02

- Capture picture at 7:00 a.m.
- Participation in the Gram Sabha meeting.
- Participation in Women Gram Sabha meeting.
- Constitution of Social Audit Committee by the Gram Panchayat, if not constituted already.
- Reading out the letter by Hon'ble PM to all Sarpanchs and discussion on water conservation issues.
- Visit to and participation in Exhibition/ Mela.
- Distribution of certificates/ benefits/ opening of accounts, insurance policies, filling of application forms for various schemes.
- Enrolment of beneficiaries under PM-KISAN and PM Shram Yogi Mandhan schemes.
- Shramdan/ cleanliness drive within the Gram Panchayat.
- Visit other villages in the Panchayat.

- Capture picture at 6:00 p.m.
- Departure.

4.3. Framework for the Visiting Officer

- Capturing of the information as per the format devised.
- Participation in the Gram Sabha and ensuring the constitution of the Social Audit Committee, wherever it is not there.
- Informal interaction with PRs, prominent citizens, Government functionaries, NGO's and General public.
- Sensitisation of PRIs about implementation of ICDS, MDM, MGNREGA Schemes through them along with funds.
- Discussion and Devolution of funds under 14th FC to PRI's and ensuring start of work upto Rs.0.50 lacs during the visit in Gram Panchayat if approved by Gram Sabha.
- Visit to the schools, health institutions and other important spots.
- The officer shall during all his interactions emphasize on education, nutrition and health of children, empowerment of women, general cleanliness, solid waste management, organic farming, vermicomposting, rain water harvesting and water conservation.
- Identification and inspection of major languishing projects, inauguration of playgrounds, participation in exhibition melas, distribution of certificates etc.
- The officer should record any important information, observation other than provided in format.
- Immunisation schedule should be read out at Gram Sabha.

4.4. Format of Key Indicators

- | | |
|--------------------------------|---------------------------------|
| ➤ Basic profile of panchayat | ➤ Entertainment |
| ➤ Status of roads | ➤ Telecom connectivity |
| ➤ Drinking water/ water bodies | ➤ Banking (financial inclusion) |
| ➤ Power supply | ➤ Sanitation |
| ➤ Health sector | ➤ Rural Development & PRI |
| ➤ Education Sector | ➤ Public Distribution System |
| ➤ Economy/Livelihoods | ➤ Women and Child Development |
| ➤ Sports | ➤ Public transport system |
| ➤ Libraries | ➤ Skill development |

- Coverage of pension schemes
- Housing
- Good governance
- Other

The format for Back to Village Report is enclosed as Annexure.

5. FINANCIALS

5.1 *Cost of Implementation*

Sanction was accorded to the authorisation of Rs. 50.00 Crore with Rs. 2.50 Crore in favour of each District Development Commissioner for completion of ongoing works of 2019-20 undertaken during B2V1 and B2V2. Accordingly, a government order was issued by the Finance Department, Govt. of Jammu and Kashmir. A copy of the same is enclosed as Annexure.

5.2 *Financial Savings*

Earlier, there was manual maintenance of data. Now all the responses collected during the visit by officers have been digitized. Due to this digitization the data is frequently updated to keep track of every type of work and timely action for the grievances of common masses.

6. CHALLENGES FACED

Back to Village (B2V4) has been successfully conducted in four different editions between 2019 and 2022. With each edition, new features and dimensions were added to meet the aspirations and demands of the public.

The entire programme was designed with the understanding that developmental initiatives that are based on feedback and cooperation of the people are more result-oriented, and have a greater probability to succeed than those which are top-down.

The entire exercise may appear to be simple and straightforward, but this is not the case. It was beset with numerous challenges. The fact that it was organized in J&K brings into light associated constraints of terrain, security and climate. Therefore, its implementation required meticulous planning, coordination and synergy between various departments and agencies.

SOME OF THE MAJOR CHALLENGES FACED:

1. Since nearly every senior officer in the Civil Secretariat was being deputed, the Secretariat had to be virtually closed down for three full working days, which could have meant no office work at the Secretariat level. However, deputation of senior officers was done in such a fashion that the office work continued smoothly.
2. Getting the senior officers to reach their respective Panchayat physically was another daunting task, considering the rugged terrains of J&K. The designated officers, therefore, had to endure an excruciating trek several kilometers on mountainous terrains of the UT, that too while braving the vagaries of weather; even horses in various remote inaccessible areas had to be pressed into action to get to desired destinations.
3. A foolproof security arrangement was put in place to protect the participants from any untoward incident, and to thwart even the remotest possibility of any anti-national activity during the programme so as the peaceful environment is not vitiated in any Panchayat. It is imperative to mention that while militancy has waned in the UT, yet nothing was left to chance in the meticulous preparation.
4. Ensuring that the deployed officers receive the requisite material, such as questionnaires and booklets, upon arrival in their respective Panchayat could have been unfathomable, which was dealt efficiently by undertaking election style preparations. Nodal officers were appointed, control rooms set up, booklets, questionnaires and information brochures were printed at the top level and distributed to district headquarters where the officers collected it without any ado.
5. Another challenge that had to be overcome while dealing with people and listening to their grievances was not to get carried away and make false commitments that couldn't be fulfilled, thereby breaching the trust of the public.
6. The challenges continued to arise even after the culmination of the programme as the enormous amount of data/inputs received from as many as 4190 Panchayats had to be collected, compiled, collated and analyzed.
7. Monitoring the implementation of works identified during the programme threw up another challenge. It was to be ensured that works identified during the programme are executed and completed. Walking the talk, the administration ordered all the deployed officers to be the "Prabhari Officers", who would pay follow-up visits for the next year to their respective Panchayats besides monthly virtual participation on the first Monday of every month.

7. IMPACT OF THE INITIATIVE

Back to Village programme connects government officers with the villagers directly and it gives a sense of belongingness and importance to the village people, besides helping in formulating plans for the transformation and development of the villages. It gives opportunities to the officers of the government to know the problems of the villages as they get first-hand information about the village life and problems. They then try to solve the problems and also

take feedback from the villagers, which later on helps the administration in the formulation of plans and schemes for villages.

The 'Back to Village Programme' is in progress in all the three divisions of J&K – Jammu, Kashmir and Ladakh and it has evoked good response in all these divisions. Through this programme the government officers and functionaries go to villages and meet the people and take their suggestions about the development of their villages and about the civic amenities like drinking water, power, health, roads, schools etc. As part of the initiative, the government officers will visit over 7,000 villages spread across 4,483 panchayats in the state, with nodal officers supervising the initiative.

In simple terms, it can be said that the idea of 'Back to village' can drill grassroots democracy deeper into the landscape of Jammu and Kashmir – (a) this gives a sense to the people that they have a voice and that is heard out (b) panchayats elected early this year on the non-party basis would feel empowered, especially when they saw the officers rushing to their villages, sitting amidst them and recording their problems. All this gives a sense of empowerment to the people, a crucial and critical element in the grassroots democracy. Now this 'Back to Village' programme can shift the gears and deliver governance at the doorsteps if it is followed up in letter and spirit.

8. LESSONS LEARNT

The first phase of the 'Back to Village initiative witnessed a flurry of activities carried out by the administration in consultation with the rural population of Jammu and Kashmir. The activities reportedly undertaken during the first phase were as follows:

- More than 4000 gazetted officers (precisely 4189 officers, according to an ebook published by the Finance department) including high-rank officers like the Principal Secretary were assigned a Panchayat halqa which they visited for two days and one night.
- The individual visiting officer was directed to speak to the Sarpanch, the Panches and the villagers of the Panchayat area. He was assigned to learn in detail about their grievances and collect feedback on the delivery of government schemes.
- The officer also visited schools, primary healthcare centers, Anganwadi facilities and other public service institutions in the area.

- Basic living conditions like the availability of food, drinking water conditions and water supply, electricity and sanitation were reviewed.
- Specific economic potential was captured and village-specific need assessment was conducted.
- Camps were conducted by various departments (ex.: Agriculture, Horticulture) to raise awareness about individual beneficiary-oriented government schemes available.
- Financial Literacy Camps were organized.
- Competitions were held where sports kits, MNREGA job cards and SC/ST certificates were distributed.
- After detailed discussions, five main areas of economic potential and five major problems confronting the people in every Gram Panchayat were identified and seven urgent public demands were prioritized.
- Two economic schemes benefitting landholding families and unorganized sector workers i.e., PM Kisan Yojana and Pradhan Mantri Shram Yogi Maan-dhan were introduced during the programme.

The second phase of 'B2V' was more about "assessment of progress in decisions taken by the administration" and "devolution of funds to Panchayats and understanding how they are functioning and their grievances and demands".

The B2V-2 was distinct from the B2V-1 as the administration drew its experience of the latter to plan for the former. Although core highlights like gazetted officers visiting a Panchayat halqa remained, there were some significant differences such as:

- Rs 1,000 crore were devolved for Panchayats to aid development.
- The gazetted officers had the specific objectives of following up on B2V-1, empowering Panchayats and addressing objections on objectives such as doubling farmer income by 2022 and 100% coverage of individual beneficiary-oriented schemes (examples: scholarships, pensions and other individual assistance schemes).

During the third phase of 'B2V':

- Facilitated the GPs in identifying the two works that would be executed after B2V3.
- Identified, in consultation with PRIs, the vacant / abandoned government or school buildings.

- Facilitated GPs for installation of two dustbins and for identification of waste disposal sites and formation of Swachh Gram Plan for solid and liquid waste management.
- Identified the educated unemployed youth in the GPs for providing loans for entrepreneurship.
- Verified the status of panchayat diversity register.
- Identified at least one incomplete work/project that can be completed with minimal investment of up to two lacs only.
- Surveyed differently abled people in the GPs to receive assistance from Social Welfare Department.
- Identified the expertise of Panchayat in handicraft/handloom/village industries etc. to help them under CSS/Central Government schemes.

9. SUSTAINABILITY

With the successful completion of the Back to Village programme, the following set of recommendations has been proposed to fulfil the commitments:

- The visits made by the officials to the rural areas during the last two phases of the B2V programme should become a routine exercise of the administration.
- The administration should appoint one official for every village who would act as a bridge between the rural population/local Panchayats and the bureaucracy.
- It should be the joint responsibility of the Panchayats and the appointed official to ensure that the resources devolved to the Panchayats for the sake of development are used judiciously and effectively.
- The administration should identify the unfulfilled promises made during the last two phases of B2V and ensure their fulfilment in the third phase of the programme. Fast and effective redressal of public grievances is the only way to rebuild public trust in the administration.
- The administration should provide the far-flung villages with basic amenities, such as roads, running water, and electricity.
- A 'vision document' should be prepared, from the data collected during the B2V programme that would shape the current and future policies of the administration.

10. SITUATION BEFORE AND AFTER IMPLEMENTATION (AS ON NOVEMBER 30, 2019) OF B2V 2

Head	Status before implementation	Status after implementation
Corruption reduction	Lack of inter-connectedness among the citizens and the government officials	Since this B2V programme was launched for equitable development of panchayats with sound financial base, the initiative was carried forward to assess the level of empowerment and institutionalisation of Panchayati Raj Institutions at grass root level.
Service improvement	Lack of visits in the rural areas to understand and address the grievances of villagers	The B2V programme helped the government to tailor various central and other local policies and programmes for improving delivery of village specific services & as such making the village life better in terms of improved amenities and facilities.

Udhampur

- Back to Village phase II concludes across 236 Panchayats in Udhampur.
- The Government-public interface programme 'Back to Village' in the district witnessed massive response from people who appreciated officers reaching them at their doorsteps and taking note of their basic requirements and challenges.
- With an astute focus on energizing Panchayats, collecting feedback on the delivery of government programmes, capturing specific economic potential and undertaking assessment of needs of the villages, officers visited all 236 panchayats in 17 blocks of Udhampur district under this programme.
- The Panchayats of District Udhampur witnessed visit of top officers including Chief Secretary J&K BVR Subrahmanyam, Financial Commissioner Revenue, Dr Pawan Kotwal, Principal Secretary Planning, Development and Monitoring Rohit Kansal, Commissioner/Secretary PHE I&FC, AK Sahu, Director General Codes Shadi Lal Pandita, and other senior officers.

- During the programme, people of these areas raised many developmental issues like macadamization of roads, construction of drains, electricity, drinking water, works under MGNREGA, reconstruction of culverts, repair of electric poles, development of health and educational infrastructure, Shortage of staff in schools and hospitals, up-gradation of schools, health centres, with the visiting officers. The officers also discussed the specific economic potential of the villages, social issues and employment opportunities besides raising awareness among people about various schemes and programmes of the Government.
- Villages witnessed positive response of the people towards this pro-people programme and came forward enthusiastically and actively participated in projecting their demands and highlighted their grievances.

Kathua

- The final and concluding day of B2V-2 programme was witnessed in 48 Panchayats across 3 Blocks of Kathua district, including border block Marheen of Hiranagar sub division.
- On the last day, officials toured Chandwan, Sallan and Seswan Panchayats where the Panchs and Sarpanchs apprised the officers about their problems which mainly pertained to repair/construction of roads, augmentation of PHE infra for proper drinking water supply, overhead railway crossing besides many other issues.
- The Officers patiently listened to the problems of the villagers and assured them that their issues will be resolved in a phased manner.
- The DDC also inspected the playfield of Govt. Hr. Sec. School Chandwan and distributed prizes among the players who participated in the Kabaddi match at Govt. Hr. Sec. School Sallan.
- Inspection of schools, panchayat ghar, banks, PHCs, B2V-1 works, languishing works and other development works of the villages were also done by the visiting officers. They also interacted with frontline Government functionaries of various departments to know the progress of various welfare schemes.
- The designated officers also assessed the functionality of Panchayats and discussed the difficulties being faced by the panchayats in carrying out its functions and development works. They also interacted with frontline Government functionaries, social

activists/NGOs, prominent citizens, retired teachers, Govt. employees and ex-serviceman.

Samba

- Principal Secretary, Industries and Commerce and Tourism, Navin Kumar Choudhary, attended a Gram Sabha at Panchayat Taloor along with District Development Commissioner, Rohit Khajuria. The event witnessed a huge gathering of local residents.
- Navin Choudhary, while interacting with the PRIs, locals and government functionaries said that other major purposes of the programme were to experience the impact of welfare schemes on ground and empowering the Panchayats. He said that powers have been devolved to the panchayats for ensuring overall rural socio-economic transformation and exhorted the representatives at Panchayat level to hold Gram Panchayat meetings once a month to discuss local governance, development and make need-based plans of the Panchayat.
- The Principal Secretary distributed free medicines, school notebooks, pen, pencils, chairs among the students of the schools in the Panchayat Taloor . He also distributed sports Kits to the members of the Panchayat to promote Sports activities among the younger generation.
- During Gram Sabha, the inhabitants of the various villages including Sarpanch, Panchs applauded the works accomplished and also raised issues of urgent attention which had not been factored in the developmental paradigm so far.
- Numerous issues were raised including construction of bridges, bifurcation of ration cards, irrigation facilities, healthcare centre, adequate drinking water facilities, up-gradation of high School, and PMAY schemes, up-gradation of electric transmission lines, up-gradation of lanes and drains.

Rajouri

- A free medical camp and numerous other activities marked the final day of the ambitious Back to village programme phase II. The department of health Rajouri organised a free medical camp exclusively for the Kalsian panchayat of block Nowshera. A team of seven doctors and other medical staff provided free medical aid to over 300 patients in the area. The services provided included free medical checkup of hypertension and diabetes patients and essential drugs.

- The frontline workers of the health department disseminated information among the general public regarding health schemes Inderdanush, Ayushman Bharat, National Health Mission, Janni Suraksha Yojana etc and urged upon the people to come forward and avail the benefits of these schemes.
- Meanwhile, a series of activities were organised across 110 Panchayat Halqas of 19 blocks of this border district.
- The Visiting Officers took stock of the status of work done in B2V1 June this year. They listened to the demands of the public with regard to power, water, roads, healthcare, education, agriculture, horticulture, KCC, Soil Health Cards, issuance of Golden Cards for left out persons, ration cards and development of basic infrastructure.

Poonch

- Sports mela among a host of activities held on the final day.
- The six day long Second phase of Back to Village program (B2V2) concluded here with a host of activities organised in various Panchayats.
- At Panchayat Chandak-A, a sports mela was organised at local Government HSS which witnessed kabaddi and volleyball competitions among various teams.
- At Panchayat Dara Dullian Lower, the visiting officer Jt Finance Commissioner Rajinder Singh Tara conducted a tour of different villages of the panchayat. He inspected the local school, Sub Centre and inaugurated Drain work at ward no 7.
- A series of activities were also held at Panchayat Dara Dullaian Upper. The visiting officer listened to the issues and assured the residents that the same would be projected to the government.

Doda

- The visiting officers organized Gram Sabhas and inspected ongoing development works. They also reviewed the performance of departments providing essential services, inspected water and power supply installations and patient care in health institutions and standard of education in the schools.
- The officers also listened to the issues and grievances of the locals and sought feedback and took stock of action taken post Back to Village phase I.

Ramban

- Government-public interface “Back to Village 2” programme today successfully culminated across 142 panchayats of the 11 blocks of district Ramban.
- Listed the development works completed by different departments in Neera Panchayat as highlighted by the PRIs and general public including installation of electric poles, shifting of power line, construction of Pacca path etc.

Kishtwar

- The designated visiting officers conducted gala events/activities, met Panchayat members, Social activists and also inspected government buildings.
- Officers from concerned line departments were accompanying the designated visiting officers in their respective panchayats for compiling the reports of recorded grievances as per prescribed Performa for onward submission to the concerned quarters.
- The DDC acquainted the people about the scientific methods of agriculture, horticulture, dairy and poultry farming and government schemes and asked them to avail benefits of the same for doubling their income.

Anantnag

- People from all walks of life have praised the expedited mode of development as projects are being identified and completed within a span of months. During B2V1 in June, 159 works were identified as part of profiling developmental needs of various villages in the district out of which 88 were inaugurated during the B2V2. The inauguration of works related to tile paths, construction of lanes/ drains, development of irrigation lands, fencing of graveyards, development of springs, foot crossing, renovation of springs, construction of link roads, construction of E-Walls and development of public parks.
- The 159 works included 110 works worth Rs 296.47 lakh authorised by RDD for 30 culverts and crossings, 28 roads, 11 lane drains, 11 protection works, 10 wallings, 06 playfields, 02 irrigation works and 12 other works. Similarly, 37 works namely, creation/augmentation of transformers and street lights and 136 HT/LT improvements worth Rs 307.33 lakh by PDD. Likewise, 03 works namely construction of two roads and 01 passenger shed worth Rs 749.46 lakh by R&B and 09 works namely

Improvement of drinking water facilities worth Rs 54.16 lakh by PHE, amounting to a grand total of Rs 749.46 lakh in district Anantnag.

- During the B2V2, dozens of foundation stones were laid by visiting officials igniting hopes among people that these works will also be inaugurated soon. On the fourth day of B2V2, foundation stone of 72 works which include 24 works of RDD Blocks of Anantnag, 18 of Shangus, 15 of Chittergul and 15 of Sagam block was laid by the officials. The works include construction of link roads, earth filling of graveyards, construction of drains, tile lanes, construction of culverts, development of public parks, construction of foot crossing, development of lanes, fencing of graveyards, improvement of link roads, construction of bathrooms/ latrines near playgrounds, fencing of public parks, construction of drinking water stream, construction of footpaths, construction of flash points/ latrine near Masjid Shariefs, construction of irrigation channel, development of PHCs, retaining walls near Ziyaratshariefs etc.
- The programme was conducted in three phases in the district, consisting of two days each. Under phase 1st on 25th& 26th of November 2019, 126 Panchayat Halqas of 07 blocks namely Vessu, Qazigund, Hiller, Verinag, Shahabad, Breng and Larnoo were covered. Under phase 2nd on 27th & 28th of November, 2019, 99 Panchayat Halqas of 05 blocks of Anantnag, Achabal, Shangus, Chittergul and Sagam were covered. Similarly, under phase 3rd on 29th & 30th of November 2019, 110 Panchayat Halqas of 04 blocks namely Bijbehara, K – Pora, D - Pora and Pahalgam were covered.

Kulgam

- The second phase of ‘Back to Village’ (B2V2) programme culminated successfully in Kulgam during which all the 178 Panchayats across 11 blocks of the district were covered by the designated officers.
- Throughout the week-long public outreach campaign, various programmes were held which saw an enthusiastic participation of the locals. The visiting officers along with field functionaries visited their designated Panchayat Halqas who interacted with people and profiled their developmental demands.
- Gram Sabhas were also held in Panchayats and during the interactions the local people gave detailed feedback regarding road connectivity, health and hygiene, drinking water facilities besides informing the visiting teams about the implementation status of work projects identified during the first phase of ‘Back to Village’ programme.

- The officers also inspected various institutions which include schools, Aaganwadi Centers, health institutions to take stock of their functioning. They also took stock of the developmental works in these Panchayats.
- Under the first phase of 'Back to Village' programme, 151 works were authorized in the district. An amount of more than Rs 51 lakh stands authorized for upgradation/improvement of HT/LT network and transformers, whereas an amount of Rs 17 lakh stands authorized in favor of Irrigation Department for improvement of irrigation canals under B2V-1 programme.

Pulwama

- The second phase of Government's ambitious 'Back to Village' (B2V2) outreach programme concluded smoothly in Pulwama during which Gram Sabhas were conducted in 190 Panchayat Halqas of 11 Blocks in the district.
- During the weeklong programme, visiting officers reached their allotted Panchayats to listen to issues of people and profile their developmental needs.
- The Panchayat Halqas where the outreach programme marked its culmination include Seer, Kuchmulla Tral, Nigeenpora, Larew, Lethpora, Gangoo, Wagum, Sirnoo, and Tiken Batpora. The designated visiting officers at these Panchayats held interaction with locals and carried out several social and developmental activities envisaged under the programme.

Shopian

- On this occasion, masses raised various issues including scarcity of electricity, non-availability of drinking water, damaged electric poles, road connectivity etc.
- During the programme, the DDC gave a patient hearing to the deputations and individuals and assured them redressal of all their genuine demands and issues projected during the public interactions.
- At Shrimal, Labour and Employment Departments organized an awareness session regarding pension schemes like Pradhan Mantri Shram Yogi Maan-dhan and a detailed awareness was given to the intended eligible beneficiaries.

Budgam

- The second phase of public outreach programme 'Back to Village' (B2V2) concluded across the 296 Panchayat Halqas of 17 Blocks in the district evoking massive participation of people in the government's initiative.
- Public interactions, Gram Sabhas, sports activities, awareness campaigns, field visits, awareness about Government and centrally sponsored schemes, grievances redressal camps, sanitation and cleanliness drives and other related activities were held during the week-long programme.
- Formation of bio-diversity management committees, inauguration of playfields, bridges, roads, link roads, distribution of sports kits, organizing of melas and exhibitions by various departments were other activities conducted during the outreach programme.
- Out of 296 Panchayat Halqas, 86 Panchayat halqas were covered under the first phase of the programme while 96 and 118 Panchayat Halqas were covered during the second and third phases of the B2V2 programme respectively across the district.

Srinagar

- Phase-II of 'Back to Village' programme which saw huge response filled with enthusiasm and high hopes for redressal of genuine developmental grievances, concluded in 21 panchayat halqas of the district.
- The week-long programme witnessed huge public participation in interactions, inaugurations of development works, awareness programmes on welfare schemes, Gram Sabhas, public grievance redressal camps.
- The visiting officers were accompanied by officers from line departments to ensure proper understanding and recording of grievances and concerns which will be submitted to the office of the DC for further action.
- The people expressed satisfaction over the implementation of Tulpathri-Faquir Gujree Water Supply Scheme coming up at a cost of Rupees 35 lakh in the area. Pertinently, the scheme will cater to 70 percent population of the area besides areas without tap water facilities.
- In Syedipora, people expressed satisfaction over the widening of 5 km road around the water canal and 1.5 km Ehal Darbagh road in the halqa which was put forth during the

first phase of the programme. The people also demanded establishment of a sports field and macadamization of various inner roads in the area.

- In Khimber, people expressed satisfaction over the upgradation of the Public Health Center and deployment of Female Multipurpose Health Worker (FMPHW) in the area. They also demanded establishment of a bank branch with ATM besides early implantation of 14 works approved and identified during the first phase of 'Back to Village' programme.

Ganderbal

- The designated officers along with other local functionaries visited the Panchayats Halqas and interacted with people and briefed them about various schemes launched by the government besides educating them about Gram Panchayat Development Plan (GPDP) booklet and 14FC Plan. During the interactions, the locals gave detailed feedback regarding road connectivity, health and hygiene, sanitation, drinking water facilities and other issues.
- The visiting officers explained to the people about various developmental programmes and schemes initiated by the government for the overall development of the rural areas and received feedback regarding the implementation of the B2V1 programme.

Bandipora

- The Back to Village-2 programme was held in 151 Panchayats of the district in three phases during which the designated officers reached out to the people in all the Panchayat Halqas to review the implementation of decisions taken in first phase of B2V, assess development needs, inform people about welfare schemes and take their feedback for socio-economic transformation of rural areas.
- 138 officers were deputed from within the district while 13 senior officers from secretariat were also deputed in the district.
- In other parts of the district, visiting officers in 50 Panchayats held interaction with PRI representatives and reviewed the progress of the works taken up after the first phase of B2V.
- The officers also reviewed the implementation of several welfare schemes including Marriage Assistance scheme, Old Age Pension, Education Assistance to labourers and

other schemes and cross checked the data available with the locals to verify whether the schemes are being implemented on ground.

Baramulla

- On the occasion, DDC distributed Rs 1.23 crore among 1596 Building and other Construction Workers as financial assistance. He also distributed LPG Chullas among identified beneficiaries, sports kits among the youth, commendation certificates among the best performing farmers and other items of vital significance.
- Visiting officers conducted various Gram Sabhas and public interactions at various Panchayats in which Panchayat representatives, students besides a huge gathering of people attended.

Kupwara

- The visiting officers, deputed by the government, directly interacted with the people and the representatives of Panchayati Raj Institutions. Their interaction not only paved the way to formulate developmental plans as per the ground requirements and needs of the people but also energized Panchayats to gear up for overall development of rural areas.
- DDC, along with the senior officers, participated in various Gram Sabhas, inaugurated scores of developmental works and laid foundation stones for various development projects.
- 41 LT networks have been improved. Three 100 KVA and four 63 KVA transformers worth Rs.10.25 lakh have been purchased and installed in Border Tangdar Sub Division to improve the power supply in the area under B2V2 programme.
- 32 solar street lights costing Rs.30.4 lakh have been installed in far flung and border areas of Keran, Machil, Jungund and Budnamal under the outreach initiative.

11. PERFORMANCE INDICATORS

The achievements of the B2V programme with regard to works completed. And those which are in progress have also been put up in tabular format as under:

District-wise Achievements of Back to Village

(Rs. In lakhs)

S. No.	District	Works Completed		Works in process	
		No.	Amount	No.	Amount
1	Srinagar	64	291.18	17	168.02
2	Budgam	135	287.90	161	402.35
3	Ganderbal	59	361.44	55	329.32
4	Anantnag	236	760.63	47	195.29
5	Kulgam	106	269.69	6	39.67
6	Pulwama	99	534.12	108	764.54
7	Shopian	71	273.61	54	363.11
8	Baramulla	1,401	760.43	175	62.60
9	Kupwara	459	864.69	63	113.07
10	Bandipora	56	226.64	98	278.71
11	Jammu	187	1,404.01	93	823.11
12	Kathua	280	112.255	0	0
13	Udhampur	347	347.92	41	301.22
14	Samba	40	192.64	54	277.08
15	Doda	167	345.5	47	128.82
16	Ramban	80	217.89	25	58.09
17	Kishtwar	52	236.97	76	371.33
18	Rajouri	62	227.33	147	86.54
19	Poonch	160	263.85	67	290.95
20	Reasi	36	131.56	71	38.98
Total		4097	8110.26	1405	5092.80

The various works completed by different departments have also been tabulated wherein the cost incurred by different departments is also given.

Department-wise Status of B2V works

(Rs. In lakhs)

S. No.	Department	Works Completed		Works in process	
		No.	Amount	No.	Amount
1	Rural Dev.	2365	3245.57	572	2102.20
2	Power	739	2616.16	401	1041.45
3	Health	27	72.44	11	74.40

4	PWD	31	229.76	37	399.74
5	Jal Shakti	88	420.86	86	362.82
6	Education	14	29.70	13	14.65
7	Others	833	1495.77	285	1097.54
Total		4097	8110.26	1405	5092.80

12. REPLICABILITY/SCALABILITY/ADAPTABILITY

- The various innovations that came out from the exercise of B2V are that it was a unique outreach of government where the gazetted officers visited the panchayats even in the remote areas and spent two days and one night there. They interacted with the local masses, gathered information regarding different schemes and developmental works being implemented/carried out in the area.
- The grievance redressal mechanism was given a push so that there is timely disposal of problems and queries.
- A portal was created for web-based monitoring by the government of all the activities being initiated or started or implemented at far all places. This also made possible timely completion of all developmental works.
- During the process of B2V Block Diwas was also institutionalised in which one day was fixed in every block where all the functionaries, officers, DCs, SSPs and local people would gather at a prefixed destination. The grievances and other related problems highlighted by people will be taken up that day only for on spot redressal by the government as all the line department officers will be present there for quick disposal.
- This initiative also strengthened the panchayats by empowering them and giving them charge of monitoring, implementing & execution of works. They are also supervising health centres, Anganwadi Centres and mid-day meal schemes.

‘Back to Village’ is an initiative with incredible potential for bridging the communication gap between administration and the common people. As the officials arrive at peoples’ doorsteps to understand and address the grievances of villagers, they are providing a sense of agency to them in determining their own developmental future. This approach can build trust among the people and strengthen their ties with the government.

More to the point, policy planning built upon the bottom-up approach of village-specific needs is a far better approach than one based on a top-down approach. The availability of funds will make the Panchayats effective entities of local governance and therefore participatory democracy will be strengthened on the grassroots level.

- b) Remarks: _____
- v. Unconnected habitations having population of 250 or more souls (with name):
- a) Number: _____
- b) Names- (i) _____ (ii) _____
- (iii) _____ (iv) _____ (v) _____

- vi. Requirement of/ need for construction/ up-gradation of roads/ bridges/ culverts (with name/ length (Max. 03 works):

Name of the road/ bridge/ culvert. Approx. Length in Kms/ Mtrs

1. _____
2. _____
3. _____

2. DRINKING WATER/ WATER BODIES:

- i. Source of drinking water (Tick as many as needed):
- a) Tapped Water/ Tube well/ Dug well /Natural Source (spring, nallah, bowli, river)/ Hand Pump
- b) Others (please specify): _____
- ii. Is the availability of drinking water sufficient? Yes/ No
- iii. Quality of drinking water in the Gram Panchayat (Tick one):
- a) Very Good/ Average / Not fit for consumption.
- b) Remarks: _____
- iv. Hamlets without tapped water supply (with name):
- a) Number: _____
- b) Names- (i) _____ (ii) _____
- (iii) _____ (iv) _____ (v) _____
- v. Coverage of households through tapped water:
- a) Fully covered/ Substantially covered/ Partially covered/ Not covered
- b) Remarks: _____
- vi. Frequency of water supply (for connected habitations) (fill one):
- a) Daily (___ hrs/day)
- b) Thrice a week (___ hrs/day)
- c) Twice a week (___ hrs/day)
- d) Weekly (___ hrs/day)
- e) Remarks: _____
- vii. Prevalence of diseases on account of unhygienic water supply (as reported) (tick one):
- a) Frequently/ Sometimes / Never
- viii. Untapped water sources, details if any:
- (i) _____ (ii) _____
- (iii) _____ (iv) _____

ix. Necessity and further need regarding drinking water supply:

a. Demand for pipes (length): _____ (Kms)

b. New schemes needed/ required (Max 3, give details):

1.

2.

3.

c. Upgradation of existing schemes required (name of scheme with nature of upgradation required):

1.

2.

3.

x. Water bodies in the GP (Numbers):

S. No	Type of water body	Water bodies in the Gram Panchayat		
		Total number	Maintained	Requiring conservation/ restoration
1	Ponds			
2	Springs/ Bawlis			
3	Wells			
4	Any other,(specify)			

3. POWER SUPPLY:

i. Are all hamlets connected with power supply: Yes/No

ii. Hamlets not having power connectivity:

a) Number: _____

b) Names- (i) _____ (ii) _____

(iii) _____ (iv) _____ (v) _____

iii. Overall availability of daily power supply:

During winter

During summer

a. 0-6 hrs

a. 0-6 hrs

b. 6-12 hrs

b. 6-12 hrs

c. 12-18 hrs

c. 12-18 hrs

d. 18-24 hrs

d. 18-24 hrs

iv. Number of transformers in the Gram Panchayat: _____

v. Approximate number of transformers damaged during the year: _____

vi. Average time taken by PDD for repair of damaged transformer (tick one):

a. Week / 15 days / One month / More than one month

b. Remarks: _____

vii. General assessment about quality of voltage:

- | | <u>During winter</u> | <u>During summer</u> |
|--|----------------------|----------------------|
| | a. Good | a. Good |
| | b. Average | b. Average |
| | c. Below Average | c. Below Average |
- viii. Registration of domestic consumers with PDD (approx.) (tick one):
 0-50%. 50-75%. 75-95%. 95-99.9%. 100%
- ix. Percentage of households metered: _____ %
- x. Are there any instances where trees are being used for supporting HT/LT line conductor: Yes/ No
- a) If yes, requirement of approximate number of additional poles:
- b) Are there any critical loose wiring/ conductors which are threat to human life: Yes/ No
- c) Any additional transformer/ upgradation of facility required:
 Number: _____; Details: _____

4. HEALTH:

Sub-Centre:

- i. Number of Sub Centres in the Gram Panchayat: _____
- ii. Total number of sanctioned posts (including NHM): _____
- iii. Total number of posts filled up (including NHM): _____
- iv. Are medicines available in Sub Centres: Yes/ No

Remarks: _____

Primary Health Centre:

- i. Whether PHC is available within the Gram Panchayat: Yes/ No
- ii. If no, distance (in Kms) of nearest PHC from the Gram Panchayat: _____ Kms
- iii. If PHC is available within the Gram Panchayat:
 - a) Whether housed in govt or rented building: Govt/ Rented
 - b) In case of Govt building, additional requirement of accommodation, if any:

 - c) Deficiency of critical medical equipments, if any: _____

 - d) Actual number of doctors attending the patients in the PHC: _____
 Vacancy: _____
 - e) Are adequate medicines available in PHC: Yes/ No
 - f) Availability of ambulance in the PHC: Yes/ No
 - g) Whether power supply backup is available in the PHC: Yes/ No/ Non Functional
 - h) Whether separate toilet facility is available in the PHC for females: Yes/ No/ Non-functional
 - i) Whether lab facility is available in the PHC: Yes/ No
 - j) Whether institutional deliveries are conducted in the PHC: Yes/ No

General Health Parameters:

- i. Distance to the nearest secondary health institution (District Hospital/ Sub-district Hospital/ Community Health Centre) from the Gram Panchayat: ____ Kms
- ii. Institutional deliveries percentage (approx): ____%
- iii. Whether the pregnant women are aware of the routine Antenatal Care (ANC) checkups: Yes/ No

(Note: A pregnant lady is required to get 04 ANCs during her pregnancy)

- iv. Whether pregnant women are receiving Rs 1400/- under Janani Suraksha Yojna (JSY) at the time of delivery in govt health institutions: On time/ Delayed/ Never
- v. Whether pregnant women/ sick infants are getting free treatment under Janani Shishu Suraksha Karyakaram (JSSK) in govt health institutions: Yes/ No
- vi. Mode of transport for ferrying patients, especially pregnant women, to the nearby hospital (in case of non-availability of ambulance): _____
- vii. General assessment of people of the Gram Panchayat about the immunisation programme of their children (tick one): Poor/ Good/ Excellent

(Note: As per immunisation schedule, a child is to be immunised at birth [BCG/OPV-0, Hepatitis B]; after 06 weeks [OPV-1, Pentavalent-1]; after 10 weeks [OPV-2, Pentavalent-2]; after 14 weeks [OPV-3, Pentavalent-3, IPV]; at the age of 09 months [Measles Rubella (MR)-1, Vitamin A1] and between 16-24 months [Measles Rubella (MR)-2, Vitamin A2, OPV Booster, DTP-1st Booster]

- viii. Whether children are being screened/ examined in Anganwadi Centres by the team of doctors and paramedics under Rashtriya Bal Swasthya Karyakaram (RBSK): Yes/ No
Month in which last screening done: Jan/ Feb/ Mar/ Apr/ May/ June/ Other ____
- ix. Whether children are being screened/ examined in schools by the team of doctors and paramedics under RBSK: Yes/ No
Month in which last screening done: Jan/ Feb/ Mar/ Apr/ May/ June/ Other ____
- x. Number of children in the GP identified during screening for any defects at birth, deficiencies, diseases and developmental delays including disability: ____ (No.)
- xi. How many of them have been referred to higher institutions for treatment: ____ (No.)
- xii. General awareness about the Ayushman Bharat Programme/ Golden Insurance Card: Poor/ Good/ Very Good
 - a. Has anybody in the GP availed benefit under Ayushman Bharat Programme: Yes/ No
 - b. If yes, satisfaction level: Poor/ Good/ Very Good
- xiii. No. of infant (0-1 year age) deaths in the GP during last year (January, 2018 to December, 2018): _____ (approx.)
- xiv. No. of maternal deaths (during pregnancy period or within 42 days of delivery) in the GP during last year (January, 2018 to December, 2018): _____ (approx.)
- xv. Overall satisfaction level about the performance of ASHA workers among the locals: Poor/ Good/ Very Good

Remarks: _____

xvi. Any requirements pertaining to health sector (please give details- maximum 03):

- 1.
- 2.
- 3.

5. EDUCATION:

i. No. of Government Primary Schools in the Gram Panchayat: _____

Facilities available in PS	PS 1	PS 2	PS 3	PS 4
Name of Primary school				
Building (Govt/ rented)				
Enrolment				
No. of teachers available				
No. of operational classes				
No. of classrooms available				
Compound wall (Yes/ No)				
Toilet facility available (Yes/ No)				
Drinking water facility (Yes/ No)				
MDM served regularly (Yes/ No)				
Quality of food served (Poor/ Good/ Very Good)				
Condition of the connecting road (good/ average/ dilapidated)				

ii. No. of Middle Schools in GP: _____

Facilities available in MS	MS 1	MS 2	MS 3
Name of Middle school			
Building (Govt/ rented)			
Enrolment			
No. of teachers available			
No. of operational classes			
No. of classrooms available			
Compound wall (Yes/ No)			
Toilet facility available (Yes/ No)			
Separate toilet facility for girls (Yes/ No/ NA)			
Drinking water facility (Yes/ No)			
Playground available (Yes/ No)			
MDM served regularly (Yes/ No)			
Quality of food served (Poor/ Average/ Good/ Very Good)			
Condition of the connecting road (good/ average/ dilapidated)			

iii. No. of High Schools in the Gram Panchayat: _____

Facilities available in HS	HS 1	HS 2
Name of High school		
Building (Govt/ rented)		
Enrolment		
No. of teachers available		
No. of operational classes		

Facilities available in HS	HS 1	HS 2
No. of classrooms available		
Compound wall (Yes/ No)		
Toilet facility available (Yes/ No)		
Separate toilet facility for girls (Yes/ No/ NA)		
Drinking water facility (Yes/ No)		
Playground available (Yes/ No)		
Electricity available (Yes/ No)		
Computer facility available (Yes/ No)		
Condition of Science Laboratory (Poor/ Good/ Very Good)		
Condition of the connecting road (good/ average/ dilapidated)		

iv. In case Primary School is not available in the Gram Panchayat, distance to the nearest PS: _____Kms

Mode of transport: On foot/ Public bus/ Other vehicle

v. In case Middle School is not available in the Gram Panchayat, distance to the nearest MS: _____Kms

Mode of transport: On foot/ Public bus/ Other vehicle

vi. In case High School is not available in the Gram Panchayat, distance to the nearest HS: _____Kms

Mode of transport: On foot/ Public bus/ Other vehicle

vii. Distance of nearest Higher Secondary school from Gram Panchayat: _____ Kms

Mode of transport: On foot/ Public bus/ Other vehicle

viii. Condition of the road connecting HSS (please specify): _____

ix. Distance of nearest College from Gram Panchayat: _____ Kms

Mode of transport: On foot/ Public bus/ Other vehicle

x. Private Schools in the Gram Panchayat, if any: (Number only)

Primary School: _____, Middle School: _____, High School: _____

xi. Why do parents prefer private schools for children:

xii. Is the Gram Panchayat aware that the MDM scheme shall be implemented through them: Yes/ No

xiii. Any requirements pertaining to education sector (please give details- maximum 03):

1.

2.

3.

6. ECONOMY/ LIVELIHOODS:

- i. Primary source of livelihood:
 - a. Farming
 - b. Non-farming - Weaving/ Embroidery/ Carpentry/ others (please specify):

- ii. Major agri crops grown in GP:
 - a. Rabi (Winter Crops)
 - b. Kharif (Summer Crops)
- iii. Major Horticulture Crops grown in GP: Apple/ Walnut/ Cherries/ Mangoes/ Bananas/ Others _____
- iv. Availability of fertilizer/ pesticides outlet in the GP: Yes/ No
- v. Any organic fertilisers/ vermi-composting being used/ done by farmers: Nobody/ Few/ Many/ All
- vi. Major source of irrigation (with %age):
 - a. Canal _____%
 - b. Ponds _____%
 - c. Tube wells _____%
 - d. Springs _____%
 - e. Rainfed _____%
 - f. Others _____% (details)
- vii. Whether rain water harvesting/ conservation measures are being adopted by the locals in the GP: Yes/No
- viii. If yes, number of water harvesting tanks in the GP: _____ (No.)
- ix. Coverage of soil health cards in GP: _____%
- x. Whether Crop Insurance Cards are being issued to the farmers in the GP: Yes/ No
- xi. Whether Panchayat has potential for: (specify details)
 - a. Agriculture _____ (crop)
 - b. Horticulture _____ (crop)
 - c. Plantation _____ (crop)
 - d. Dairy farming _____ (type)
 - e. Animal/ Sheep Husbandry _____ (type)
 - f. Floriculture _____ (crop)
 - g. Fisheries/ Aquaculture _____ (details)
 - h. Silk (cocoons) _____ (details)
 - i. Any other (please specify) _____
- xii. Do farmers sell agriculture/ horticulture/ other produce: Yes/ No
- xiii. If yes, how is it sold: In organised market/ In unorganised market/ Wasted due to non-availability of any marketing facility
- xiv. Visits by agriculture extension officials to the GP: Regularly/ Sometimes/ Never/ Not Applicable
- xv. Livestock population (approx. numbers) in the GP:

- a. Cattle _____ (Nos.)
 - b. Buffaloes _____ (Nos.)
 - c. Sheep _____ (Nos.)
 - d. Goat _____ (Nos.)
 - e. Yak/ Mithun _____ (Nos.)
 - f. Others (Details) _____ (Nos.)
 - xvi. Total poultry population (in numbers) in the GP: _____ (Nos.)
 - xvii. Nearest Veterinary Centre (distance from Panchayat Hq in Kms): _____ Kms
 - xviii. Nearest Sheep Extension Centre (distance from Panchayat Hq): _____ Kms
 - xix. Visits by veterinary extension officials to the GP: Regularly/ Sometimes/ Never/ Not Applicable
 - xx. Average quantity of cow dung (in Kgs) produced per day in the GP: _____ Kg
- How is the cow dung used: As fuel/ Manure/ vermin-composting/ Biogas/ Not used/ Any other use, plz specify _____
- xxi. Potential for skill activities/ traditional crafts - specify details: _____
-
- xxii. Number of Self Help Groups active in the GP (Plz mention activities):
 - a. Number: _____
 - b. Activities: _____
 - c. Any problems being faced by the SHGs: _____
-
- xxiii. Major cottage industries in GP (please specify):
- | Activity/ Industry | Persons engaged |
|--------------------|----------------------|
| 1. _____ | (Male/ Female/ Both) |
| 2. _____ | (Male/ Female/ Both) |
| 3. _____ | (Male/ Female/ Both) |
| 4. _____ | (Male/ Female/ Both) |
- xxiv. Number of small enterprises/ industries/ shops/ others in the GP:
Number: _____ Employees: _____
 - xxv. Please specify the activity in which small scale industrial units are mainly in:
 - 1. _____
 - 2. _____
 - 3. _____
 - xxvi. Number of persons engaged in government service: ____ (approx. number)
 - xxvii. Potential for village tourism: Pleasure/ Religious/ Historic/ Adventure/ Others (Please specify) _____
 - xxviii. What can be done to promote tourism (if possible):
 - xxix. Is there any public/ common/ forest/ waste land available in the GP for afforestation?
If yes, approx. area: _____ Kanals

7. SPORTS

- i. Popular sports in the Gram Panchayat: _____
- ii. Number of playfields in the Gram Panchayat: ____ (Nos.)
- iii. Whether the available playfields require further development: Yes/ No
- iv. In case no playfield is available, please indicate the availability of land for development of playfield in the GP (give details): _____

8. LIBRARY:

- i. Availability of Library in the GP: Yes/ No
- Suggestions for improvement: _____
- ii. If no, distance to the nearest library: ___ Kms

9. ENTERTAINMENT:

- i. Source of recreation: Rural sports/ Festivals/ Melas/ Local Folk/ Artists/ Open air theatres/ Others, please specify _____

10. TELECOM CONNECTIVITY:

- i. Whether Mobile connectivity is available in all hamlets of the GP: Yes/No
- ii. No. of hamlets **not** having mobile connectivity: _____ (Nos.)
- iii. Name of service provider(s): BSNL/ Others _____ / None
- iv. If yes, quality of network: Very Good/ Average/ Poor
- v. Whether internet connectivity (2G/3G/4G) available: Yes/No
- vi. Whether Doordarshan TV signal is available in the GP: Yes/ No
- vii. Availability of Common Service Centres: Yes/ No

11. BANKING (FINANCIAL INCLUSION):

- i. Whether banking facility available or not in the GP: Yes/No
- If yes, type (tick as many as needed): Post Office/ Branch/ Micro Branch/ Khidmat Centre
- ii. Nearest ATM (in Kms): _____
 - iii. Individuals (20-65 age) having Jan Dhan Accounts: Approx. ____%
 - iv. Frequent mode of e-transaction by villagers:
 - a. Credit/ Debit card: Yes/ No
 - b. Net banking: Yes/ No
 - c. Mobile wallet: Yes/ No
 - d. Any other online payment mode: _____ (details)
 - v. General assessment about Direct Benefit Transfer (DBT) under various government schemes: Satisfied/ Not Satisfied

Remarks: _____

- vi. Key source of lending facility for agriculture, horticulture and allied activities: (tick as many as needed)
 - a. KCC
 - b. Bank loan
 - c. Money Lender
 - d. Family & friends

Remarks: _____

12. HOUSING

- i. Number of families who received financial assistance under Pradhan Mantri Awas Yojana (PMAY) for construction of houses during financial year 2018-19: ____ (Nos.)
- ii. General assessment of beneficiaries who have availed assistance under PMAY in GP: Poor/ Satisfactory/ Good
- iii. Whether financial assistance under PMAY been provided: In time/ Delayed
- iv. Any difficulty faced in availing financial assistance under PMAY, plz specify:

- v. No of identified eligible households yet to be covered under PMAY:

13. SANITATION:

- i. General assessment of the visiting officer about the cleanliness in the Gram Panchayat: Poor/ Satisfactory/ Good
- ii. Availability of Community Sanitary Complexes in Halqa Panchayat: Yes/No
- iii. Whether maintained by public: Yes/ No
- iv. Whether all households are having toilet facility: Yes/No
- v. Whether toilet facility is being used by the locals: Yes/No
- vi. Is Open Defecation still prevalent in the Panchayat: Yes/No
- vii. If yes, percentage of Open Defecation: ____%

Reasons: _____

- viii. Any facility for Solid Waste Management existing in the Panchayat: Yes/No
- ix. In case the facility of Solid Waste Management is not available, is the Panchayat willing to undertake the activity along with provision of land: Yes/No

14. RURAL DEVELOPMENT AND PRI:

MGNREGA:

- i. Are job cards available with all eligible households: Yes/No
- ii. When were the job cards last verified: _____ (Month)
- iii. Are seven registers being maintained and verified: Yes/No
- iv. Has Social Audit Committee been formed in the GP: Yes/No
- v. In case no, was it constituted in the Gram Sabha meeting held in presence of the visiting officer: Yes/No
- vi. Are Community Information Boards being installed on MGNREGA works: Yes/No

Panchayati Raj Institutions:

- i. Whether Gram Sabhas are being conducted regularly: Yes/No
- ii. Whether women/ reserved category members of Gram Sabha do participate in the meetings: Yes/No
- iii. Whether all departmental plans are being prepared in Gram Sabha: Yes/No
- iv. Are the members of the GP aware about the funds received under 14th Finance Commission: Yes/No
(Officer should read out amount in Gram Sabha and explain)
- v. Has 14th FC plan been prepared and approved by the Gram Sabha: Yes/ No
- vi. Has Gram Panchayat Development Plan been prepared: Yes/ No
- vii. Does Panchayat have a bank account: Yes/ No
Balance in the account: Rs _____
Account operated by: Sarpanch/ VLW/ Others (specify) _____

15. PUBLIC DISTRIBUTION SYSTEM FACILITY

- i. Whether PDS outlet available in the GP: Yes/No
- ii. Whether supply of food grains is made available regularly: Yes/ No
- iii. Quality of PDS grain: Poor/ Average/ Good/ Very Good
- iv. Whether PHH/ NPHH/ exclusion category list is displayed at the PDS outlet/ Panchayat Ghar: Yes/ No
- v. Whether Rate list is displayed at the PDS outlet: Yes/ No
- vi. Whether PoS machine installed at PDS outlet: Yes/ No
- vii. Coverage of LPG connections under UJJWALA: Partially/ Fully
Refills by UJJWALA users: Once in 1/ 2/ 3/ 4/ 5/ 6 / months (approx.)

16. WOMEN AND CHILD DEVELOPMENT:

- i. No. of Anganwadi Centres (AWCs) in the GP: ____ (Nos.)
- ii. Availability of nutrition items in the AWC: Always/ Not-regularly
- iii. Quality of food served to the children: Poor/ Good
- iv. General Assessment about the performance of the AWC: Poor/ Average/ Good
- v. Is the Panchayat aware that they shall be implementing the ICDS scheme now: Yes/ No
- vi. Whether Village Health and Nutrition Day (VH&ND) is being observed at AWC: Regularly/ Not regularly
- vii. General assessment about the performance of the services provided on Village Health & Nutrition Day: Poor/ Satisfactory/ Good
- viii. Has any lady received cash assistance of Rs 5000/- for her 1st issue under Pradhan Mantri Matru Vandana Yojana in the GP: Yes/ No

17. PUBLIC TRANSPORT SYSTEM:

- i. Is Panchayat connected by public transport: Yes/ No
Type: Bus/ Matador/ Sumo
- ii. If yes, does it suffice the requirements of the GP: Yes/ No
- iii. General problems related to public transport (if any): _____

18. SKILL DEVELOPMENT:

- i. Is there any existing skill development programme/ institution operational in the Panchayat: Yes/ No
- ii. Indicate particular sectors where there is demand for vocational training (Max. 05):
1. 2. 3.
4. 5.

19. COVERAGE OF PENSION SCHEMES:

- i. Old Age Pension Scheme:
 - a. Are all eligible beneficiaries covered: Yes/ No
Number left out:
 - b. Beneficiaries receiving pension: Monthly/ Quarterly/ Yearly
 - c. Mode of payment: Bank/ Post office/ Postal money order/ Other
- ii. Widow Pension Scheme:
 - a. Are all eligible beneficiaries covered: Yes/ No
Number left out:
 - b. Beneficiaries receiving pension: Monthly/ Quarterly/ Yearly
 - c. Mode of payment: Bank/ Post office/ Postal money order/ Other
- iii. Disability Pension Scheme:
 - a. Are all eligible beneficiaries covered: Yes/ No
Number left out:
 - b. Beneficiaries receiving pension: Monthly/ Quarterly/ Yearly
 - c. Mode of payment: Bank/ Post office/ Postal money order/ Other
- iv. Is the list of beneficiaries being shared with Gram Panchayat/ Gram Sabha: Yes/ No

19

20. OTHERS:

- i. Whether Community Hall is available in GP: Yes/ No / under construction
- ii. Whether Panchayat Ghar is available in GP: Yes/ No / under construction
If no, is land available for construction of the Panchayat Ghar: Yes/ No
- iii. Whether internet facility has been provided in the Panchayat Ghar: Yes/ No
- iv. Whether electricity has been provided in the Panchayat Ghar: Yes/ No
- v. Is there any heritage building in the GP (Plz specify):
-
-
- vi. If yes, whether said building is being properly maintained: Yes/ No
- vii. Number of major and critical projects/ works which are languishing for completion for more than three years (Plz specify three major works, if any):

<u>Name of the work</u>	<u>Department concerned</u>
1. (Specify)	PWD/ PHE/ Health/ School/ Other
2.	PWD/ PHE/ Health/ School/ Other

(Specify)

3. _____ PWD/ PHE/ Health/ School/ Other

(Specify)

- viii. Prevalence of drug menace in the GP: Nil/ Very Low/ Low/ High/ Very High
- ix. Is there any unused government building in the GP which can be put to productive use (Plz specify): _____

21. GOOD GOVERNANCE:

- i. Public perception on:
 - a. Overall accessibility of departmental staff: Poor/ Good/ Very Good
 - b. Overall responsiveness of departmental staff: Poor/ Good/ Very Good
- ii. Best performing departments: a) _____ b) _____ c) _____
- iii. Departments with most complaints against staff: a) _____ b) _____ c) _____
- iv. Any specific observation regarding any particular department.

E) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Main economic activities/ source of livelihood in the GP (Max. 05):
	1.
	2.
	3.
	4.
	5.
II	Major potential areas which can be used to improve economic conditions in the GP (Max. 05):
	1.
	2.
	3.
	4.
	5.
III	Major problems confronting the people in the GP (Max. 05):
	1.
	2.
	3.
	4.
	5.

Annexure – 2: Release of funds to District Development Commissioners under Capex Budget for completion of ongoing works of 2019-20 under “Back to Village” programme – Govt. Order

0121-2546715/2520864(T/F)
0194-2006154/2506352(T/F)

website: www.jkfin.ance.nic.in
email: finance.jk@nic.in

**Government of Jammu & Kashmir,
Finance Department,
Civil Secretariat, Srinagar/Jammu.**

Subject: Release of funds to District Development Commissioners under Capex Budget for completion of ongoing works of 2019-20 under “Back to Village” Programme, (B2V1 & B2V2).

Government Order No. 252 –FD of 2020
Dated: 17 -09- 2020

In furtherance to Government Order No's:- 425-F of 2019 Dated 04-09-2019 & 464-F of 2019, Dated 11-11-2020, Sanction is hereby accorded to the authorization of Rs 50.00 Crore (Rupees fifty Crore only) with Rs. 2.50 Crore (Rupees two crore & fifty Lakh only) in favour of each District Development Commissioner for completion of ongoing works of 2019-20 undertaken during “Back to Village Programme” (B2V1 & B2V2). The funds shall be utilized subject to the following conditions:-

- The list of ongoing works undertaken during 2019-20 under “Back to Village Programme” (B2V1 & B2V2) as per procedure laid down shall be furnished to the Finance Department for further release through BEAMS.
- If there is any Panchayat, which has no approved work during “Back to Village Programme” (B2V1 & B2V2), one work shall be taken up immediately out of available funds under 14th FC Grants as per existing scheme guidelines.
- All ongoing works of “Back to Village Programme” (B2V1 & B2V2) shall be completed at the earliest during the current financial year 2020-21.
- Monitoring of projects through PULSE (Android Mobile App) and Geo Tagging and 100% physical verification must be ensured;
- Dash Board for projects and monitoring shall be put in place with respect to B2V works identified under the programme during 2019-20 & 2020-21 and shall be displayed in public domain to be monitored by respective PRIs and District Development Commissioners. Further a central repository shall be maintained by Rural Development Department and Planning, Development and Monitoring Department;
- Comprehensive Assets Register for the village shall be maintained for transparency and reference and shall be made available in public domain;
- On site sign-boards for all projects depicting salient features such as cost, year of commencement as well as date of completion and name of scheme shall be installed at prominent places;
- The District Statistical & Evaluation Officers of each District shall physically monitor and evaluate each work to be executed and furnish monthly reports to the Finance Department.

The expenditure shall be booked under the following classification:-

Demand No. 08-Finance Department
Major Head 5475-Capital outlay on

Annexure – 3: Release of funds to District Development Commissioners under Capex Budget for completion of ongoing works of 2019-20 under "Back to Village" Programme, (B2V1 & B2V2)-Modification to Government Order No. 252-FD of 2020, Dated 17-09-2020 – Govt. Order

**Government of Jammu & Kashmir,
Finance Department,
Civil Secretariat, Srinagar/Jammu.**

Subject: Release of funds to District Development Commissioners under Capex Budget for completion of ongoing works of 2019-20 under "Back to Village" Programme, (B2V1 & B2V2)-Modification to Government Order No. 252-FD of 2020, Dated 17-09-2020.

Corrigendum to Government Order No.252-FD of 2020 dated 17-09-2020.

In partial modification to Government Order No. 252-FD of 2020, dated 17.09.2020 in para (1), 2nd line, please read "11-11-2019" instead of "11-11-2020".

**Sd/-
(Dr. Arun Kumar Mehta), IAS,
Financial Commissioner,
Finance Department**

No. FD-VII-B(227) BTV/2019

Dated: 18-09-2020

Copy to the:

1. Ld. Advocate General, J&K High Court Srinagar/Jammu.
2. All Financial Commissioners.
3. Director General of Police, J&K
4. Principal Accountant General, J&K, Srinagar/Jammu.
5. All Principal Secretaries to Government.
6. Principal Secretary to the Hon'ble Lieutenant Governor.
7. Principal Resident Commissioner, 5-Prithvi Raj Road, New Delhi.
8. Joint Secretary (J&K), Ministry of Home Affairs, Government of India, New Delhi.
9. All Commissioners/Secretaries to Government.
10. Chief Electoral Officer, J&K.
11. Divisional Commissioner Kashmir/Jammu.
12. Chairperson J&K Special Tribunal.
13. Registrar General, J&K High Court, Srinagar/Jammu.
14. Director Anti-Corruption Bureau, J&K.
15. Director General, Audit and Inspection/Budget/Accounts and Treasuries/Funds Organization/Codes/Local Fund Audit and Pensions.
16. Director General Development Expenditure Division II.
17. Director Information, J&K.

Annexure – 4: Third phase of Back to Village (B2V3) Programme and Conducting of JAN ABHIYAN/AWAMI MUHIM w.e.f 10th September to 1st October, 2020 – Govt. Order

0191-2548715/2550884(T/F)
0194-2506154/2506082(T/F)

website: www.jkfinance.nic.in
email: finance.jk@nic.in

**Government of Jammu & Kashmir,
Finance Department,
Civil Secretariat, Srinagar/Jammu.**

Subject: Third Phase of Back to Village (B2V3) Programme and Conducting of JAN ABHIYAN/AWAMI MUHIM w.e.f. 10th September to 1st October, 2020.

Government Order No. 251 —FD of 2020
Dated: 17 -09- 2020

In furtherance to Government Order No.247-FD of 2020, dated: 09-09-2020, it is hereby ordered that:-

- a) The funds shall be placed at the disposal of Rural Development Department by way of advance drawal for its subsequent electronic transfer into bank accounts of each Panchayat. Payment to various departments shall be made by the Panchayats.
- b) Allotment of works shall be based on tendering which can be limited to members of Gram Sabha of each Panchayat for B2V3 part. However in respect of funds to be utilized in convergence from other schemes like MGNREGA and FC Grants the existing scheme guidelines shall apply.
- c) Each Panchayat shall furnish the list of preferably at least two high priority works with high visibility and impact approved in Gram Sabha through District Development Commissioners to the Rural Development Department for uploading on e-gam SWARA Portal (PES), with geo-tagging for subsequent input on BEAMS.

By order of the Government of Jammu & Kashmir.

Sd/-
(Dr. Arun Kumar Mehta), IAS,
Financial Commissioner,
Finance Department

No. FD-VII-8(227) RTV/2019

Dated: 17-09-2020

Copy to the:

1. Ld. Advocate General, J&K High Court Srinagar/Jammu.
2. All Financial Commissioners.
3. Director General of Police, J&K
4. Principal Accountant General, J&K, Srinagar/Jammu.
5. All Principal Secretaries to Government.
6. Principal Secretary to the Hon'ble Lieutenant Governor.
7. Principal Resident Commissioner, 5-Prithvi Raj Road, New Delhi.
8. Joint Secretary (J&K), Ministry of Home Affairs, Government of India, New Delhi.
9. All Commissioners/Secretaries to Government.
10. Chief Electoral Officer, J&K.
11. Divisional Commissioner Kashmir/Jammu.
12. Chairperson J&K Special Tribunal.
13. Registrar General, J&K High Court, Srinagar/Jammu.
14. Director Anti-Corruption Bureau, J&K.



Annexure – 5: Third Phase of Back to Village (B2V3) Programme and Conducting of JAN ABHIYAN/AWAMI MUHIM w.e.f 10th September to 1st October, 2020 – Govt. Order

0191-2546715/2520864(T1)
0194-2506154/2506052(T1)

website: www.janAbhiyan.nic.in
email: janAbhiyan@nic.in

**Government of Jammu & Kashmir,
Finance Department,
Civil Secretariat, Srinagar/Jammu.**

Subject: Third Phase of Back to Village (B2V3) Programme and Conducting of JAN ABHIYAN/AWAMI MUHIM w.e.f. 10th September to 1st October, 2020.

Government Order No. 247—FD of 2020

Dated: 09 .09.2020

Sanction is hereby accorded to the authorization of Rs 10.00 Lakh (Rupees ten lakh only) in favour of each Panchayat for execution of works under Back to Village (B2V) Programme out of which an amount of Rs 20, 000/- (Rupees Twenty Thousand only) shall be earmarked for purchase of sports kits in each Panchayat. The funds shall be placed at the disposal of each Panchayat by the Department of Rural Development & Panchayati Raj. The expenditure shall be booked under the following classification:-

Demand No.	28	
Major Head	4515	- Capital outlay on other Rural Development Programmes
Sub Major Head	00	- NA
Minor Head	101	- Panchayati Raj
Group Head	0099	- General
Sub Head	0051	- Community Development and Panchayats
Detailed Head	309	FC Grants

The utilization of funds shall be subject to the following conditions:-

- (i) No work shall be executed without accord of AAA/TS and mandatory e-tendering;
- (ii) Monitoring of projects through PULSE (Android Mobile App) and Geo Tagging and 100% physical verification must be ensured;
- (iii) The funds shall be released once activities are uploaded on BEAMS;
- (iv) Dash Board for projects and monitoring shall be put in place with respect to B2V works identified under the programme during 2019-20 & 2020-21 and shall be displayed in public domain to be monitored by respective PRIs and District Development Commissioners. Further a central repository shall be maintained by Rural Development Department and Planning, Development and Monitoring Department;
- (v) Comprehensive Assets Register for the village shall be maintained for transparency and reference and shall be made available in public domain;
- (vi) On site sign-boards for all projects depicting salient features such as cost, year of commencement as well as date of completion and name of scheme shall be installed at prominent places;
- (vii) Preferably two high priority works with high visibility and impact shall be identified for implementation/execution by respective panchayats in presence of members of the Gram Sabha. Further convergence with other schemes such as MGNREGA, FC Grants etc shall be ensured in an optimal manner;

Annexure – 6: Booklet on Back to Village (B2V3)



Back to Village-3

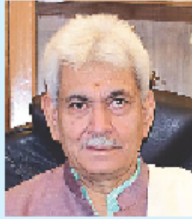
October 02-12, 2020

Governance at Peoples' Doorstep



Government of Jammu & Kashmir

Jammu & Kashmir
NEW VISION
NEW HORIZON



LIEUTENANT GOVERNOR
JAMMU & KASHMIR



RAJ BHAWAN
SRINAGAR

Message

I am delighted to learn that the 3rd 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 2nd to 12th 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 Sunwai (Awami Sunwai) - Public grievances redressal, Adhikar Abhiyan (Muhim Barai-e-Haqooq) - Public Service Delivery and Unnat Gram Abhiyan (Dehi Taraqiyyati 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.

14th September, 2020

Srinagar

(Manoj Sinha)

B2V1: June 20-27, 2019

B2V2: November 25-30, 2019

B2V3: October 02-12, 2020



B.V.R. Subrahmanyam, IAS



Chief Secretary
Jammu & Kashmir

Message

Jammu 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

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 15th 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, Angwanwari 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 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 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.
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 *Chaupal* – 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 14th 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 differently 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:
 - ✓ 14th 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.
 - 15th 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.

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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. 15th 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: _____
- Designation: _____
- Department/ place of posting: _____
- Mobile No: _____
- Email ID: _____
- Home District: _____
- Dates of visit: _____

B) Locational details of Panchayat:

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

C) Panchayat Profile:

- No. of revenue villages in the Panchayat: _____
- No. of hamlets in the Panchayat: _____
- No. of households in the Panchayat: _____
- Population (approx) of the Panchayat: _____

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

S. No.	Department *	Name *	Designation *	Contact number *
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

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

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

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E) Strengthening of Gram Panchayats:

1. Infrastructure:

i. 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

ii. Facilities available in the Panchayat Ghar:

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 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	

- 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: _____
- iii. No. of Gram Sabhas conducted since inception: _____
- iv. Date of last Gram Sabha: _____
- v. Are all plans approved in Gram Sabha: Yes/No
- vi. Is the minimum quorum of 1/10th 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: _____
- 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: _____
- xv. Is Biodiversity Management Committee constituted: Yes/No
- xvi. No. of BMC meetings held: _____
- 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: _____
- _____
- 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: _____
- 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
- xxvi. Whether grievances redressal box is installed: Yes/No
- xxvii. No of grievances received pertaining to Panchayat level:
- xxviii. No of grievances disposed of at Panchayat level:
- xxix. Whether the Sarpanch/ Panchayat Secretary have digital signatures: Yes/ No
- xxx. Whether all MGNREGA/ 14th FC payments are being made by Sarpanch through Digital Signature Certificate (DSC): Yes/ No
- 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 th Finance Commission	Yes/ No		Yes/ No		
ICDS (Nutrition)	Yes/ No		Yes/ No		
ICDS (Honorarium)	Yes/ No		Yes/ No		
Mid-Day Meals (MDM)	Yes/ No		Yes/ No		
Own resources of Panchayat	Yes/ No		Yes/ No		
Any other Scheme, if yes, indicate name:					

(Visiting Officer to personally check the Passbook and enter the above details. He/she will also check that the bank account is in the name of the Panchayat and operated by Sarpanch.)

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
- If no, reason thereof:
- Also mention if it is being purchased by someone else:
-
- ii. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/ No
- If no, reason thereof:
-
- iii. Expenditure incurred on procurement through Sarpanch: Rs lakh
- iv. Is the Panchayat/ Sarpanch paying honorarium to AWWs/ Helpers directly at Panchayat level: Yes/ No

If no, reason thereof: _____

v. Expenditure incurred on paying of honorarium through Sarpanch: Rs _____ lakh

vi. 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:

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

If no, reason thereof: _____

ii. Expenditure incurred on Mid-Day Meals/ food items through Sarpanch: Rs _____ lakh

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

If no, reason thereof: _____

Also mention if it is being provided by someone else: _____

iv. 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)

v. Expenditure incurred on honorarium to cook cum helper through Sarpanch: Rs _____ lakh

vi. 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 there of: _____

2.4. Challenges:

i. 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					
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					
ST					
OBC					
ALC					
RBA					

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3. Revenue papers issued:

Category	Applications received *	Certificates issued during Jan Abhiyan/ Awami Muhim *	Pendency (No.)	Reasons of pendency
Nakal/ Jamabandi				
Nakal/ Girdzwari				
Farad/ Intikhab				
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 card 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					
Non-PHH					
Antyodaya Anna Yojana					

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					
Ayushman Bharat Individuals Cards					
Janani Suraksha Yojna (JSY)					

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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							
Assistance to Women in Distress							
Assistance to Physically Challenged Persons							

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)					
National Family Benefit Scheme (NFBS)					
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 scholarships sanctioned during the year *	Reasons of pendency
Post Matric for ST				
Post Matric for OBC				
Post Matric for Minorities				
Dr. Ambedkar EBC				
National Merit-cum-Means (NMMSS)				
Merit-cum-Means Minority				
PM's Special Scholarship for J&K (PMSSS)				
National talent Search Scheme				
National Scheme for Incentive to Girl Child for Secondary Education (NSIGSE)				

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

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Scheme	Target Population *	Beneficiaries covered during Jan Abhiyan/ Awami Muhim *	Total beneficiaries covered *	Pendency (No.)	Reasons of pendency
PM Kisan Samman Nidhi (PM-KISAN)					
Kissan Credit Card					

12. Live Stock Schemes*:

Scheme	Applications received *	Beneficiaries covered during Jan Abhiyan/ Awami Muhim *	Pendency (No.)	Reasons of pendency
Dairy Entrepreneurship Development Scheme				
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 Abhyan/ Awami Muhim *	Pendency* (No.)	Reasons of pendency
JK Health Scheme				

14. School Amenities:

- i. No. of schools in the Gram Panchayat: _____
- ii. No. of schools with Ramp Facility for Children with Specific needs: _____
- iii. No. of schools with drinking water facility: _____
- iv. No. of schools with electricity connection: _____
- v. No. of schools with toilet facility
 - a. For Boys: _____
 - b. For Girls: _____
- vi. No. of schools with girl students (Girls/ Co-Ed schools): _____
- vii. No. of such schools installed with Sanitary Napkin Vending Machines: _____

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15. Basic Services:

- i. No. of habitation with over 250 souls in the GP without road connectivity: _____

- ii. If yes, whether these roads have been surveyed: Yes/No: _____
- iii. No. of habitation with less 250 souls in the GP without fair weather road: _____

- iv. 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: _____

- v. Total no. of households without electricity connection in the GP: _____
- vi. Is there any habitation/ area where trees/ wooden poles are used for electric supply: Yes/No

If yes, details:

Approximate no. of wooden poles:

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

If yes, name of the habitation(s):

Approximate length: metres

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

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

16. Pradhan Mantri Awas Yojana (PMAY)*:

i. Cumulative Target*: (No.)

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

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

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

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

vi. No. of houses under construction*:

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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*:

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

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

.....
.....

18. MGNREGA:

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

ii. If yes:

a) Funds allocated to the Panchayat: Rs lakh*

b) No. of works approved:

c) No. of works started during Jan Abhiyan/ Awami Muhim:

d) No. of works completed during Jan Abhiyan/ Awami Muhim:

e) No. of person days generated during Jan Abhiyan/ Awami Muhim:

f) Wages due for 'e' above: Rs lakh

g) Wages paid out of 'f' above: Rs lakh

h) Any grievance related to MGNREGA:

19. 14th FC Award:

i. Allocation under 14th FC for four years: Rs lakh

ii. Whether Action plan prepared for all years: Yes/ No

iii. No. of works as per the Action Plan:

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:

vi. No. of works authorized by the Halqa Panchayat:

vii. No. of works taken up during Jan Abhiyan/ Awami Muhim:

viii. No. of works completed during Jan Abhiyan/ Awami Muhim:

ix. Payments made during Jan Abhiyan/ Awami Muhim: Rs lakh

x. Total expenditure on PRIASoft as on date: Rs 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 (CSSI)*

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:

- i. No. of complaints received:
- ii. No. of complaints resolved:
- iii. Constraints faced in delivery of services:

.....

.....

.....

.....

22. Others:

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

G) Activities during B2V3:

DAY 1:

- i. Whether meeting held with BDC/ Panchayat members/ prominent citizens: Yes/ No
- ii. No. of Panchayat Members present: _____
- iii. Issues raised during the meeting:
 1. _____
 2. _____
 3. _____
 4. _____
- iv. Important establishments/ institutions visited: (Please tick)
 1. Schools.
 2. PHC/CHC.
 3. Veterinary clinic.
 4. Anganwari centre.
 5. PDS (ration) depot.
 6. Any industrial establishment
 7. Government offices:
 - (a) _____
 - (b) _____
 - (c) _____
 8. Any other: _____
- v. Total number of wards in the Panchayat: _____
- vi. No. of Wards Sabha held: _____
- vii. No. of villagers present during the Ward Sabha: _____
- 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. _____

2. _____
3. _____
4. _____

DAY 2:

I. Gram Sabha:

- i. Location of Gram Sabha: _____
- ii. No. of villagers present during the Gram Sabha: _____
- iii. Whether resolution passed for MGNREGA Plan: Yes/ No
- iv. Whether resolution passed for 15th FC Plan: Yes/ No
- v. Whether list of Awas+ beneficiaries read out: Yes/ No
- vi. No. of ineligible beneficiaries removed: _____
- 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: _____

- xi. Details of scheme benefits extended/ services distribution:
 - a) No. of Domicile certificates distributed: _____
 - b) No. of sports kits distributed: _____
 - c) No. of students distributed uniforms/ bags/ books: _____

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

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: _____

DAY 3:

I. Mahila Sabha:

- i. Attendance: _____
- ii. Resolution passed, if any: _____
- iii. Issues raised:
 - 1. _____
 - 2. _____
 - 3. _____
 - 4. _____

II. Bal Sabha:

- i. Attendance: _____
- ii. Resolution passed, if any: _____

ii. Issues raised:

1.
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					
2					
3					
4					
5					

V. New works:

S. No	Name of work and Department	Cost (Rs. in lakh)	Whether identified under BzV1/ BzV2/ Others (Please Specify)	Whether AA/TS accorded	Whether physically started	
					Yes/No	If No, Status
1						
2						
3						
4						
5						

IMPORTANT NOTE:

- New works to be identified by Gram Panchayat / Gram Sabha preferably selected out of priority works of BzV1 and BzV2
- 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			
2			
3			
4			
5			
6			
7			
II. Urgent Public Requirements/ Demands - B2V2			
1			
2			
3			
4			
5			
6			
7			

S. No	Particulars	Action taken	Remarks #
III. Major Problems - B2V1			
1			
2			
3			
4			
5			
IV. Major Problems - B2V2			
1			
2			
3			
V. Major Complaints - B2V1			
1			
2			
VI. Major Complaints - B2V2			
1			
2			

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

I) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	<i>Any major complaint brought to the notice of the Visiting Officer:</i>
II	<i>Major/ urgent public demand(s) that was/were reflected earlier but have not been addressed so far:</i>
III	<i>Overall assessment of visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in detail along with concrete suggestions.)</i>

Signature of the visiting officer

Name:

Joint initiative by
Planning, Development & Monitoring Department
and
Rural Development & Panchayati Raj Department



**Mission Delivering Development
Mission Good Governance**



GOVERNMENT OF JAMMU & KASHMIR