Dear Sir/Madam,

The object of the present study is to analyse and assess the working of Panchayati Raj Institutions in Jammu Division. In order to assess and find out how the Panchayati Raj System is working, an empirical study is carried out through this Interview Schedule. The data including the names and other information obtained regarding respondents will be used only for analysis purposes and will remain confidential.

**Part A: Socio-economic profile of elected Panchayat Representatives.**

Name of the Village……………… Halqa Panchayat ………………………

Block .......................... District………………………………

Name of the Respondent: ………………………………………………..

Designation/Post: ……………………………………………………..

Gender: (a) Male………………. (b) Female………………………..

Age: (a) 21-30…………………. (b) 31-40…………………..

(c) 41-50…………………. (d) 51 and above………………..

Occupation: (a) Landowning Cultivator…. (b) Agricultural Tenant……

(c) Agricultural Labourer … (d) House wife ……………………..

(e) Any other occupation……………….

Educational Qualification: (a) Illiterate ………. (b) Primary……………..

(c) Middle…………………… (d) Secondary/Matric…………

(e) Higher Secondary……… (f) Graduation …………….

(g) Post Graduation ……… (h) Professional qualification

Religion: (a) Hindu ………… (b) Muslim…………………..

(c) Sikh………………… (d) Any other…………………..
Caste:  
(a) General Caste …….  
(b) SC ……..  
(c) ST ……..  
(d) OBC ……..

Marital status  
(a) Unmarried ……..  
(b) Married……………  
(c) Divorcee……………  
(d) Widow/Widower………..

Landholding:  
(a) Landless……………  
(b) 0-10 kanals……………  
(c) 11-20 kanals……………  
(d) 21 kanals & Above ……

Type of Family:  
(a) Joint……………  
(b) Nuclear……………  
(c) Extended……………

Family Size:  
(a) Upto 5 members…  
(b) 6 to 10 members…..  
(c) 11 & above…………

Annual income of Family:  
(a) Upto Rs 25,000 ……  
(b) Rs 26,000-50,000…….  
(c) Rs 51,000-75,000…….  
(d) Rs 76,000 -1 lakh ……  
(e) Above Rs 1 lakh…………

Email /Phone no  
…………………………………………………………………………

Address  
…………………………………………………………………………
Part B: Questions

Q.1. Do you know about The Jammu and Kashmir Panchayati Raj Act, 1989?
   (a) Yes  (b) No

   (a) Yes  (b) No

   (a) Yes  (b) No

Q.4. Are you aware of Halqa Majlis/Gram Sabha?
   (a) Yes  (b) No

Q.5. If yes, who are members of Halqa Majlis/Gram Sabha?
   (a) All persons whose names are included in the electoral roll for such Halqa Panchayat
   (b) All the persons living in that Halqa Panchayat.
   (c) Both
   (d) Do not know/ No reply.

Q.6. Do you know about meetings of Halqa Majlis/Gram Sabha?
   (a) Yes  (b) No

Q.7. If yes, how many ordinary meetings of Halqa Majlis/Gram Sabha shall be held by a Sarpanch in a financial year?
   (a) One  (b) Two
   (c) Three  (d) More than three
   (e) Do not know/ No reply.

Q.8. What is the role of Halqa Majlis/Gram Sabha?
   (a) Sanction Panchayat Budget  (b) Examine Annual report
   (c) Sanction development programmes and plans  (d) All the above
   (e) Any other  (f) Do not know/ No reply
Q.9 Have you held Halqa Majlis/Gram Sabha Meetings?
   (a) Yes                      (b) No
   (c) Can’t say.

Q.10. If Yes, how much is the attendance in Halqa Majlis/Gram Sabha?
   (a) High                (b) Satisfactory
   (c) Poor

Q.11. Do you know about the maximum and minimum strength of Halqa Panchayat under the existing law?
   (a) Yes                    (b) No

Q.12. Are you aware of functions of Halqa Panchayat?
   (a) Yes                    (b) No

Q.13. If yes, describes any three.
   (a) .................................................................
   (b) .................................................................
   (c) .................................................................

Q.14. How many ordinary meetings of the Halqa Panchayat must be held in a month under the existing law?
   (a) One                      (b) Two
   (c) Three                  (d) Do not know /No reply

Q.15. Do you know that notice is given before every ordinary meeting as well as special meeting of the Halqa Panchayat?
   (a) Yes                    (b) No

Q.16. Do you know how many days before the ordinary and special meeting notice shall be given?
   (a) Yes                    (b) No
Q.17. What is the quorum necessary for transaction of a business at a meeting of the Halqa Panchayat?
   (a) 1/3rd
   (b) 1/2
   (c) 2/3rd
   (d) All
   (e) Do not Know/No reply

Q.18. Who records the proceedings of Halqa Panchayat Meeting?
   (a) Panchayat Secretary
   (b) Sarpanch
   (c) Naib-Sarpanch
   (d) Panch
   (e) Do not Know/No reply.

Q.19. Who presides over the meetings of Halqa Panchayat in the absence of Sarpanch?
   (a) BDO
   (b) Naib-Sarpanch
   (c) Panch elected by Panches
   (d) Do not know/No reply

Q.20. Are you aware of the provision for the constitution of Committees by Halqa Panchayat?
   (a) Yes
   (b) No

Q.21. If yes, have the Committees been constituted in your Halqa Panchayat?
   (a) Yes
   (b) No

Q.22. Do you think the committees should be constituted by Halqa Panchayats to advice and guide Halqa Panchayat, so that they can work effectively?
   (a) Yes
   (b) No
   (c) Can’t say

Q.23. Are you aware that there is reservation for women for Sarpanch and Panch seat?
   (a) Yes
   (b) No

Q.24. Are you aware that there is reservation for SCs, STs for Sarpanch and Panch Seat?
   (a) Yes
   (b) No
Q.25. Should there be an educational qualification for Sarpanches?
   (a) Yes (b) No

Q.26. If yes, what should it be?
   (a) Primary (b) Middle
   (c) Secondary (d) Higher Secondary
   (e) Any other

Q.27. What should be the educational qualification for Panches?
   (a) Primary (b) Middle
   (c) Secondary (d) Higher Secondary
   (e) No qualification

Q.28. What are the duties of the Sarpanch? Spell out some duties.

Q.29. On what grounds can Sarpanch be removed from his office?

Q.30. Do you know about the amount of honorarium and sitting fee for Sarpanch and Panch respectively?
   (a) Yes (b) No

Q.31. Are you satisfied with this honorarium and sitting fee given to Sarpanches and Panches?
   (a) Yes (b) No

Q.32. Do you know Halqa Panchayat has a role in the implementation of rural development programmes?
   (a) Yes (b) No

Q.33. If yes, can you name some programmes?
   (a) Yes (b) No
Q.34. Do you know about Social Audit?
   (a) Yes  (b) No

Q.35. If yes, who conducts Social Audit under MGNREGA?
   (a) Halqa Panchayat  (b) Halqa Majlis
   (c) Any other  (d) Do not know/No reply

Q.36. Do you know about Block Development Councils?
   (a) Yes  (b) No

Q.37. If yes, do they actually exist?
   (a) Yes  (b) No

Q.38. Do you know about District Planning and Development Boards?
   (a) Yes  (b) No

Q.39. If yes, do they actually exist?
   (a) Yes  (b) No

Q.40. Are you aware of Panchayat Adalats?
   (a) Yes  (b) No

Q.41. If yes, has the Panchayat Adalat been constituted?
   (a) Yes  (b) No
   (c) Can’t say/No reply.

Q.42. Is the Panchayat Adalat which has been constituted performing its statutory role?
   (a) Yes  (b) No

Q.43. The Panchayat Adalats would ensure speedy disposal of local disputes at the door-steps of people. Do you think the Panchayat Adalats should be constituted and empowered?
   (a) Yes  (b) No
Q.44. Are you in favour of educational qualification for Panchayat Adalat members?
   (a) Yes   (b) No

Q.45. If yes, what qualification should they have?
   (a) Primary   (b) Middle
   (c) Secondary   (d) Higher Secondary
   (e) Graduation

Q.46. Are you aware of Halqa Panchayat Fund?
   (a) Yes   (b) No

Q.47. If yes, list any four sources of income of Halqa Panchayat.

Q.48. Who prepares the budget of Halqa Panchayat?
   (a) Block Development Officer   (b) Halqa Panchayat
   (c) Panchayat Secretary   (d) Do not know/ No reply

Q.49. Who approves the budget of Halqa Panchayat?
   (a) Block Development Officer   (b) Halqa Panchayat
   (c) Halqa Majlis   (d) Any other
   (e) Do not know/ No reply

Q.50. Have you undergone training for capacity building?
   (a) Yes   (b) No

Q.51. If yes, how far have you been benefitted?
   (a) To great extent   (b) To some extent
   (c) Not at all
Q.52. Have you ever been taken for exposure visits to other States of India?

(a) Yes  
(b) No

Q.53. If yes, how far were you benefitted by that exposure visit?

(a) To great extent  
(b) To some extent  
(c) Not at all

Q.54. Do you feel that there should be exposure visit for all elected Panchayat Representatives?

(a) Yes  
(b) No

Q.55. Do you feel that separate training cum exposure visit programmes should be organized for elected women representatives for better coverage and outreach?

(a) Yes  
(b) No

Q.56. Has Panchayat Ghar been constructed in your Halqa?

(a) Yes  
(b) No

Q.57. If yes, is it being used by Halqa Panchayat?

(a) Yes  
(b) No

Q.58. Have the basic facilities been provided in your Panchayat Ghar or rented accommodation used as Panchayat Office?

(a) Yes  
(b) No

Q.59. Have Computer and Web connection been provided to the Halqa Panchayat/Panchayat Ghar?

(a) Yes  
(b) No

Q.60. Do you know about the Citizen’s Charter?

(a) Yes  
(b) No
Q.61. Has any awareness been given to you about Citizen’s Charter issued by Department of Rural Development of Jammu & Kashmir?

(a) Yes  (b) No

Q.62. Does your Halqa Panchayat have any contact with Police Chowki/Station?

(a) Yes  (b) No  (c) Can’t say

Q.63. Should there be better coordination between Halqa Panchayat and Police for maintenance of law and order?

(a) Yes  (b) No

Q.64. Do you know about the role of Panchayat Secretary?

(a) Yes  (b) No

Q.65. How is your relation with Panchayat Secretary?

(a) Cordial  (b) Bad  (c) Do not know/No reply

Q.66. How are the relations of Sarpanch and Panch in your Halqa Panchayat?

(a) Cordial  (b) Bad  (c) Do not know/No reply

Q.67. Do you know about the role of BDO in working of Halqa Panchayat?

(a) Yes  (b) No

Q.68. Do the BDOs consider Sarpanches and Panches as their subordinates instead of regarding them as representatives of people?

(a) Most of them  (b) Some of them  (c) None of them  (d) Do not know/No reply
Q.69. Have you heard about 73rd Amendment of Constitution of India?
   a) Yes                                       (b) No

Q.70. If yes, spell out some features.
   ………………………………………………………………………………………………………

Q.71. Would the incorporation and implementation of 73rd Amendment Act provisions be helpful in making Panchayati Raj effective in Jammu & Kashmir?
   a) Yes                                       (b) No
   (c) Can’t say

Q.72. Did MLA play any role in election of Sarpanches and Panches in 2011 elections?
   a) Yes                                       (b) No

Q.73. If yes, what type of role the MLA played?
   (a) Direct                                   (b) Indirect

Q.74. Do all the Panches attend the Halqa Panchayat meetings?
   (a) All of them                             (b) Some of them
   (c) None of them

Q.75. Are the women Sarpanches and Panches able to perform their role themselves?
   (a) Yes                                     (b) No

Q.76. If not, who performs their role?
   (a) Husband                                 (b) Any other

Q.77. How do the elected men Representatives treat elected women representatives?
   (a) Properly                                (b) Scornfully
   (c) Indifferently                          (d) Do not know/No reply
Q.78. To what extent the threats to Elected Panchayat Representatives and killings of some of them by the militant organizations in Kashmir Province has created a sense of fear among Panchayat Members in Jammu Division.

(a) To great extent  
(b) To some extent 
(c) Not at all

Q.79. What initiatives has the Government taken for creating a sense of security among elected Panchayat representatives after the killing of some of them in Kashmir after 2011 Panchayat Elections?

Q.80. Do you think that militancy in Kashmir Division has been one of the major reasons for the lack of empowerment of Panchayats in Jammu Division?

(a) Yes  
(b) No

Q.81. Are you affiliated to any political party?

(a) Yes  
(b) No

Q.82. If yes, do you hold any post in its organization?

(a) Yes  
(b) No

Q.83. Do the functionaries of Line Departments such as that of Agriculture, Horticulture, Education etc., participate in Halqa Majlis/Gram Sabha meetings?

(a) Yes  
(b) No  
(c) Can’t say

Q.84. If yes, do all the Line Department functionaries come?

(a) All of them  
(b) Some of them

Q.85. Suggestions, if any

______________________________________________________________________________________________

Interviewee’s Signature________________________
INTERVIEW SCHEDULE-2

RESPONDENTS

Interviewer’s name ____________________

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Part : A Socio-economic profile of members of Halqa Majlis

Name of the Village: ……………… Halqa Panchayat ………………………

Block …………………………… District……………………………………

Name of the Respondent: ………………………………………………………

Gender (a) Male ……………… (b) Female……………………

Age: (a) 18-27……………… (b) 28-37………………

(c) 38-47……………… (d) 48-57………………

(e) 58 and above…………...

Education (a) Illiterate ……………… (b) Primary……………………

(c) Middle……………… (d) Secondary/Matric…………

(e) Higher Secondary……… (f) Graduation…………

(g) Post Graduation……

Occupation (a) Land owning Cultivator …(b) Agricultural Tenant………

(c) Agricultural Labourer … (d) Shop keeping……………...
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<th>Religion:</th>
<th>(a) Hindu</th>
<th>(b) Muslim</th>
<th>(c) Sikh</th>
<th>(d) Any other</th>
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<td>Caste:</td>
<td>(a) General Caste</td>
<td>(b) SC</td>
<td>(C) ST</td>
<td></td>
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<tr>
<td>Marital status</td>
<td>(a) Unmarried</td>
<td>(b) Married</td>
<td>(c) Divorcee</td>
<td>(d) Widow/Widower</td>
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<tr>
<td>Landholding:</td>
<td>(a) Landless</td>
<td>(b) 0-10 kanals</td>
<td>(c) 11-20 kanals</td>
<td>(d) 21 kanals &amp; Above</td>
</tr>
<tr>
<td>Type of Family:</td>
<td>(a) Joint</td>
<td>(b) Nuclear</td>
<td>(c) Extended</td>
<td></td>
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<tr>
<td>Family Size:</td>
<td>(a) Upto 5 members</td>
<td>(b) 6-10 members</td>
<td>(c) 11 &amp; above members</td>
<td></td>
</tr>
<tr>
<td>Annual income of Family:</td>
<td>(a) Upto Rs 25,000</td>
<td>(b) 26,000-50,000</td>
<td>(c) 51,000-75,000</td>
<td>(d) 76,000 - 1 Lakh</td>
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<td>Address:</td>
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</tr>
</tbody>
</table>
Part B: Questions

Q.1. Are you aware of Halqa Majlis/Gram Sabha?
   (a) Yes          (b) No

Q.2. If yes, who are the members of Halqa Majlis/Gram Sabha?
   (a) Resident of village          (b) Name in electoral roll
   (c) Age of 18 years          (d) All the above.
   (e) All persons living in Halqa.          (f) Do not know/No reply

Q.3. Do you know about meetings of Halqa Majlis/Gram Sabha in which registered voters of Halqa participate to put forward their problems and take part in decision-making?
   (a) Yes          (b) No

Q.4. If yes, how many ordinary meetings of Halqa Majlis/Gram Sabha shall be held by Sarpanch in a financial year under the existing law?
   (a) One          (b) Two
   (c) Three          (d) More than three
   (e) Do not know/No reply

Q.5. Have the Halqa Majlis/Gram Sabha meetings been convened in your Halqa Panchayat by Sarpanch?
   (a) Yes          (b) No
   (c) Can’t say.

Q.6. Do you know how many days before the Halqa Majlis/Gram Sabha meeting notice shall be given?
   (a) Yes          (b) No

Q.7. Have you ever attended the meeting of Halqa Majlis/Gram Sabha?
   (a) Yes          (b) No

Q.8. If yes, did you raise your issues there?
   (a) Yes          (b) No
Q.9. How much is the attendance of Halqa Majlis /Gram Sabha meeting?

(a) High  
(b) Satisfactory  
(c) Poor  
(d) Do not know/No reply

Q.10. Who presides over the meetings of Halqa Majlis/Gram Sabha?

(a) Sarpanch  
(b) Naib Sarpanch  
(c) Panch  
(d) B.D.O.  
(e) Panchayat Secretary  
(f) Do not know/No Reply

Q.11 Who records the proceedings of Halqa Majlis/Gram Sabha Meetings?

(a) Sarpanch  
(b) Naib Sarpanch  
(c) Panch  
(d) Panchayat Secretary  
(e) Do not know/No Reply

Q.12. What is the role of Halqa Majlis/Gram Sabha?

(a) Sanction Panchayat Budget  
(b) Examine Annual report  
(c) Sanction development programmes and plans  
(d) All the above  
(e) Any other.  
(f) Do not know/No reply

Q.13. Are the Budget and future development programmes and plans discussed in the Halqa Majlis/Gram Sabha meeting?

(a) Yes  
(b) No  
(c) Can’t say

Q.14. Do you know how many members are there in your Halqa Panchayat?

(a) Yes  
(b) No

Q.15. Do Panches attend the meetings of Halqa Majlis/Gram Sabha?

(a) Always  
(b) Sometimes  
(c) Not at all  
(d) Do not know/No reply
Q.16. To what extent do female members of Halqa Majlis/Gram Sabha participate in meetings of Halqa Majlis /Gram Sabha?

(a) To great extent  
(b) To some extent  
(c) To a little extent  
(d) Not at all  
(e) Do not know/No Reply.

Q.17. If women come in less numbers, what are the reasons for less participation of women in Halqa Majlis / Gram Sabha meetings?

(a) Social taboos  
(b) Opposition from family members  
(c) Reluctance of women  
(d) Any other

Q.18. Did your Halqa Panchayat make any special efforts to increase women participation in Halqa Majlis/Gram Sabha meetings?

(a) Yes  
(b) No

Q.19. Do you feel that there should be special Mahila Gram Sabha to discuss the problems of the women and their development requirements?

(a) Yes  
(b) No

Q.20. Do the SCs/STs participate in the meetings of Halqa Majlis/Gram Sabha?

(a) Yes  
(b) No  
(c) Can’t say.

Q.21. If yes, how do they participate?

(a) Actively  
(b) Passively

Q.22. Do you know about Social Audit?

(a) Yes  
(b) No

Q.23. If yes, what does it mean?

........................................................................................................................................................................................................................................................................
Q.24. Who conducts Social Audit under MGNREGA?

(a) Halqa Panchayat                        (b) Halqa Majlis
(c) Any Other.                             (d) Do not know/No reply

Q.25. Has any Halqa Majlis/Gram Sabha awareness campaign been organized by the Government?

(a) Yes                                       (b) No
(c) Can’t say.

Q.26. Do you think these awareness campaigns shall be useful in making Panchayats more effective?

(a) Yes                                       (b) No

Q.27. Has Panchayat Ghar been constructed in your Halqa?

(a) Yes                                       (b) No
(c) Can’t say

Q.28. If yes, is it being visited by members of Halqa Majlis/Gram Sabha?

(a) Yes                                       (b) No
(c) Can’t say

Q.29. Did you cast vote in 2011 Panchayat Elections?

(a) Yes                                       (b) No

Q.30. If yes, what motivated you to participate in Elections?

............................................................................

Q.31. Have the developmental activities been taken by your Halqa Panchayat in the last five years?

(a) Yes                                       (b) No
(c) Can’t say.
Q.32. If Yes, to what extent are you satisfied with development activities taken in last Five years?
   (a) To great extent  
   (b) To some extent  
   (c) Not at all.

Q.33. Does the plans of the Halqa Panchayat take local needs into consideration?
   (a) Yes  
   (b) No  
   (c) Can’t say

Q.34. Are you satisfied with the performance of Sarpanch?
   (a) Satisfied  
   (b) Unsatisfied  
   (c) Do not know/No reply

Q.35. How do you assess the functioning of Halqa Panchayat?
   (a) Satisfactory  
   (b) Unsatisfactory  
   (c) Do not know/No reply

Q.36. Do you know about Self-Help Groups?
   (a) Yes  
   (b) No

Q.37. Are there Self-Help Groups in your Halqa?
   (a) Yes  
   (b) No

Q.38. How can Halqa Majlis be strengthened, give any suggestions?
   ........................................................................................................................................

Interviewee’s Signature___________________