

**Government of Jammu and Kashmir**  
**Directorate of Rural Development Department**  
**Lal Mandi Srinagar- Kashmir.**

The District Panchayat Officers,  
\_\_\_\_\_ (ALL).

No: - DRDK/Pyt/ 34512-35

Dated: 27.02.2018

Subject: - Information on Local Bodies.

Sir,

Kindly find enclosed format (Questionnaire) received from Administrative Department through mail regarding the above cited subject.

In this connection, I am directed to request you furnish the requisite information as per the devised format within a period of Five Days (5), positively through E-Mail. So that the same is forwarded to the higher-ups.

**MATTER MOST URGENT.**

Yours Faithfully,

  
**Deputy Director,(Adm).**

Rural Development Department  
Kashmir.

Copy to the:-

1. Project Officer Wage Employment (ACD), \_\_\_\_\_ (ALL) for information.

## FIFTEENTH FINANCE COMMISSION

NAME OF THE STATE \_\_\_\_\_

### INFORMATION ON LOCAL BODIES

- 1 Number of Local Bodies at each tier of Panchayati Raj Institutions (PRIs) and each level of Urban Local Bodies (ULBs) in the States (as on 1.4.2018)
- 2 Date of Last PRI Election; Last ULB Election
- 3 (A) Average population covered by PRIs and ULBs at each level as on 1.4.2011 (as per Census 2011). Please append in extra sheets (in excel sheet) population figures of all PRIs and ULBs from which the average is obtained.
- 3(B) Average population covered by PRIs and ULBs at each level as on 1.4.2011 (as per Census 2011). Please append in extra sheets (in excel sheet) population figures of all PRIs and ULBs from which the average is obtained.
- 4 Average area covered by PRIs and ULBs at each level as on 1.4.2011 (as per Census 2011). Please append in extra sheets (in excel sheet) area figures of all PRIs and ULBs from which the average is obtained.

#### 5 **Transfer of resources to PRIs/ULBs set out by the State Finance Commission**

SN	Particulars	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
I	<b>Urban Local Bodies</b>						
A	<b>Assigned Revenue</b>						
i	Municipal Corporations						
ii	Municipalities						
iii	Town Panchayats						
	Total						
B	<b>SFC Devolution</b>						
i	Municipal Corporations						
ii	Municipalities						
iii	Town Panchayats						
	Total						

<b>C</b>	<b>Grants-in-aid</b>						
i	Municipal Corporations						
ii	Municipalities						
iii	Town Panchayats						
	Total						
<b>D</b>	<b>Others if any (pls specify)</b>						
i	Municipal Corporations						
ii	Municipalities						
iii	Town Panchayats						
	Total						
<b>II</b>	<b>PRIs</b>						
<b>A</b>	<b>Assigned Revenue</b>						
i	District Panchayats						
ii	Block Panchayats						
iii	Village Panchayats						
iv	Autonomous District Councils						
	Total						
<b>B</b>	<b>SFC Devolution</b>						
i	District Panchayats						
ii	Block Panchayats						
iii	Village Panchayats						
iv	Autonomous District Councils						
	Total						
<b>C</b>	<b>Grants-in-aid</b>						
i	District Panchayats						
ii	Block Panchayats						
iii	Village Panchayats						
iv	Autonomous District Councils						
	Total						
<b>D</b>	<b>Others if any (pls specify)</b>						
i	District Panchayats						
ii	Block Panchayats						
iii	Village Panchayats						
iv	Autonomous District Councils						
	Total						

**Details of State Finance Commissions (SFC) – Constitution and Submission**

SN	Particular	Date of Constitution of SFC	Date of submission of SFC Report	Date of submission of ATR	Period during which SFC recommendations were implemented	Devolution Recommended to Local Bodies (consolidated)
1	SFC-I					
2	SFC-II					
3	SFC-III					
4	SFC-IV					
5	SFC-V					
6	SFC-VI					
7						

Schedule -2C

Transfer of Resources to Local Bodies  
(actuals upto 2017-18 and estimates/projections for 2018-19 onwards)

Transfer of resources to Village Panchayats

(Rs. in Lakhs)

Year	Collection from assigned taxes	Amount actually passed on	Devolution		Grants-in-Aid		Others (Specify)		Total	
			Recommended by SFC*	Actual transfers	Recommended by SFC*	Actual transfers	Recommended by SFC*	Actual transfers	Recommended by SFC*	Actual transfers
2012-13										
2013-14										
2014-15										
2015-16										
2016-17										
2017-18										
2018-19										
2019-20										
2020-21										
2021-22										
2022-23										
2023-24										
2024-25										

\* If SFC not constituted or where the first SFC has been constituted and its award is yet to be made or yet to be implemented, leave this column blank.  
Note: For 2018-19 onwards the recommendations/projections made by SFC may be indicated, if not please leave it blank for years for which information is not available

## Functions / Services transferred to PRIs and Expenditure thereon.

Name of function / service	Institution to which transferred	Date of transfer of function	Date of transfer of Staff	Date of transfer of budget head	Revenue Expenditure on the function/service in the year preceding the year of transfer		Revenue Expenditure on the function/service in the year succeeding the year of transfer		Revenue Expenditure on the function/service in the year 2017-18
					Budget Head/s (Sub Head/s)	Amount (Rs. In lakhs)	Budget Head/s (Sub Head/s)	Amount (Rs. In lakhs)	
1	2	3	4	5	6	7	8	9	10

**Expenditure and sources of Revenue/Capital of PRIs**  
Expenditure of Panchayati Raj Institutions and Sources of Revenue/Capital

Year	District Panchayats											
	Expenditure		Sources of Revenue							Sources of Capital (Specify)		
	Revenue	Capital	Own Revenue			Transfers from Central Government	Transfers from 13th FC/ 14th FC	Assigned + Devolution	Grant-in-Aid from State Government	Others (specify)	Source	Amount
			Tax Revenue		Non Tax (Incl. user charges)							
Immovable Property Tax			Other Taxes									
2012-13												
2013-14												
2014-15												
2015-16												
2016-17												
2017-18												

Year	Block Panchayats											
	Expenditure		Sources of Revenue							Sources of Capital (Specify)		
	Revenue	Capital	Own Revenue			Transfers from Central Government	Transfers from 13th FC/ 14th FC	Assigned + Devolution	Grant-in-Aid from State Government	Others (specify)	Source	Amount
			Tax Revenue		Non Tax (Incl. user charges)							
Immovable Property Tax			Other Taxes									
2012-13												
2013-14												
2014-15												
2015-16												
2016-17												
2017-18												

Year	Village Panchayats											
	Expenditure		Sources of Revenue							Sources of Capital (Specify)		
	Revenue	Capital	Own Revenue			Transfers from Central Government	Transfers from 13th FC/ 14th FC	Assigned + Devolution	Grant-in-Aid from State Government	Others (specify)	Source	Amount
			Tax Revenue		Non Tax (Incl. user charges)							
Immovable Property Tax			Other Taxes									
2012-13												
2013-14												
2014-15												
2015-16												
2016-17												
2017-18												

## Expenditure and Sources of Revenue of Village Panchayat \_\_\_\_\_

Name of the Village Panchayat							
Total Area of Village Panchayat							
Name of Dist. Panchayat under which the Village Panchayat falls							
Name of Block Panchayat under which the Village Panchayat falls							
Total Population of Village Panchayat							
Distance From District Headquarter							
		Year					
S.N	Items	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
I	<b>Expenditure</b>						
A	Revenue						
B	Capital						
II	<b>Sources of Revenue</b>						
A	Own Revenue						
	<i>i. Own tax (a+b)</i>						
	<i>a. Immovable Property Tax</i>						
	<i>b. Other Taxes</i>						
	<i>ii. Own non-tax</i>						
B	Transfers from Central Government #						
	<i>(detail information on each of the CSS to be given below)</i>						
	<i>i</i>						
	<i>ii</i>						
	<i>iii</i>						
	<i>iv</i>						
C	Transfers from 13th FC/14th FC						
D	Assigned + Devolution						
E	Grant-in-Aid from State Government						
F	Others (specify)						

# : Provide information on each of the CSS like SGRY, NREGS, IAY, PMGSY etc from which money is received in the space provided below. Insert additional rows if needed.  
Separate format to be filled for each district.



**Schedule 5A**

Name of the State: \_\_\_\_\_/District Panchayat \_\_\_\_\_/Block Panchayat \_\_\_\_\_/Village Panchayat \_\_\_\_\_

**OWN REVENUE (INTERNAL REVENUE MOBILIZATION)**

SN	Item	(Rs. In Lakhs)						Date of last revision	Projections						
		2012-13	2013-14	2014-15	2015-16	2016-17	2017-18		2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
<b>A</b>	<b>Tax</b>														
	Property Tax														
	Professional Tax														
	Entertainment Tax														
	Octroi/Entry Tax														
	Any other (Pl. specify)														
	<b>Total (A)</b>														
<b>B</b>	<b>Non-Tax</b>														
1	Water Charges														
2	Fees/User charges														
3	Irrigation Charges														
4	Any other (Pl. specify)														
	<b>Total (B)</b>														

**Property Tax**

Please provide brief notes on the following:-

1. Whether Assets register exists.
2. System of Billing and Collection of Property Tax

Name of the State: \_\_\_\_\_/District Panchayat \_\_\_\_\_/Block Panchayat \_\_\_\_\_/Village Panchayat \_\_\_\_\_

**ARREARS OF COLLECTION (INTERNAL REVENUE MOBILIZATION)**

		(Rs. In Lakhs)					
S.No.	Item	As on 31st March					
		2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
<b>A</b>	<b>Tax</b>						
	Property Tax						
	Professional Tax						
	Entertainment Tax						
	Octroi/Entry Tax						
	Any other (Pl. specify)						
	<b>Total (A)</b>						
<b>B</b>	<b>Non-Tax</b>						
1	Water Charges						
2	Fees/User charges						
3	Irrigation Charges						
4	Any other (Pl. specify)						
	<b>Total (B)</b>						

**Schedule 6A**

Name of the State: \_\_\_\_\_/District Panchayat \_\_\_\_\_/Block Panchayat \_\_\_\_\_/Village Panchayat \_\_\_\_\_

EXPENDITURE														
S.No.	Item	(Rs. In Lakhs)								Projections				
		2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
1	Establishment													
	a) Salaries & wages for employees													
	b) Pension etc. for employees													
	c) Any other (Pl. specify)													
2	Maintenance													
	(i) Water Supply													
	(ii) Buildings/Community Assets													
	(iii) Roads													
	(iv) Other means of Communciation													
	(v) Street Lighting													
	(vi) Sanitation (incl. Strom Water Drainage and Soled Waste Management)													
	(vii) Any other maintenance Expenditure (Pl. specify)													
3	Capital Expenditure													
	(i) Water Supply													
	(ii) Buildings/Community Assets													
	(iii) Roads													
	(iv) Other means of Communciation													
	(v) Any other maintenance Expenditure (Pl. specify)													
4	Welfare Expenditure for citizens													
	a) Education (excluding teachers salary)													
	b) Pension etc. for citizens													
	c) Health													
	d) Any other welfare expenditure for citizens (pl. specify)													
5	Any other (pl. specify)													
	Total													

## Water Supply, Sanitation and Irrigation of PRIs

Schedule 7A							
Water Supply (PRIs)				Sanitation (PRIs)		Irrigation (Minor Irrigation Scheme incl. Water Harvesting) (PRIs)	
Year	Population covered by Protected Water Supply Schemes	% population cover	Per capita domestic consumption per day	Personal Sanitation Cover (Population covered by Latrines)	% population cover	Area Covered (In Hect.)	% Area covered
2012-13							
2013-14							
2014-15							
2015-16							
2016-17							
2017-18							
<b>Projections</b>							
2018-19							
2019-20							
2020-21							
2021-22							
2022-23							
2023-24							
2024-25							
<p>Please provide brief notes on the following:-</p> <ol style="list-style-type: none"> <li>1. Details of arrangement for Solid Waste Management may be provided.</li> <li>2. Length of roads under maintenance of PRIs (Black Top, Gravel etc.).</li> <li>3. A note on Water Harvesting being practiced in Urban and Rural areas giving amongst other details the end use of the harvested water be provided as a supplement to the information given in Statements.</li> </ol>							

**Status of Accounts of PRIs**

1	Authority who maintains the accounts of PRI's.
2	Whether revised formats revised by CAG adopted for accounting purpose.
3	Latest year upto which accounts maintained.
4	Details of audit accounting authority.
5	Latest year upto which audit completed.

**Status of Employees census**

1	Is Professional Tax levied.
2	Does the PRIs collect professional tax? If not which agency does.
3	List of Professional Tax payers available, upto which date the list has been updated.
4	Are employers required to register themselves for payment of professional tax.
5	Billing and collection mechanism in place.
6	Details of professional tax collected.

Note: While providing information for Column No.3 "Maintenance of Accounts" please indicate the year up to which accounts have been adopted by the concerned Local Body.