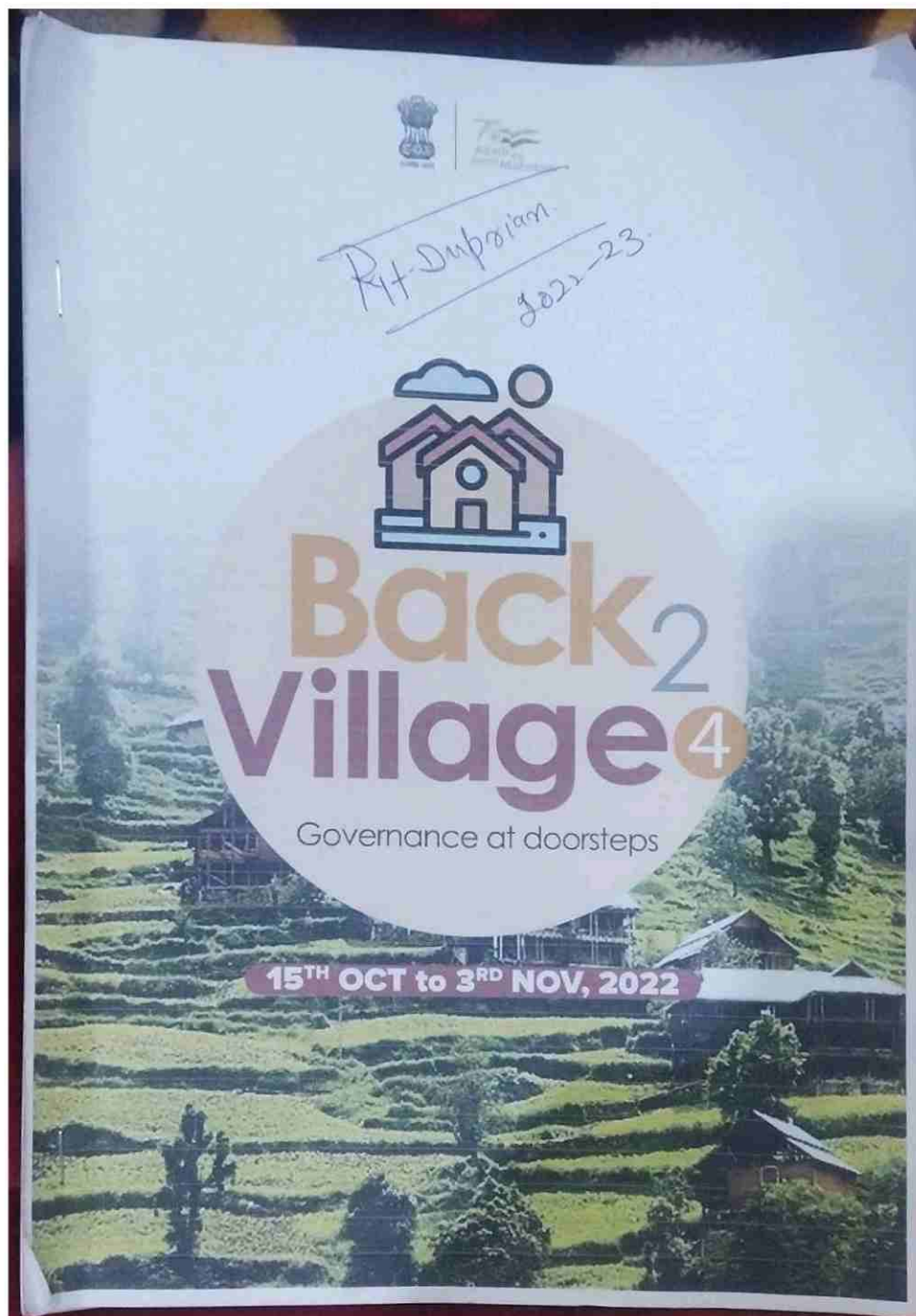












## KEY FEATURES

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

## ACTIONS AND TIMELINES

| ACTION                                                                       | RESPONSIBILITY    | LATEST BY                | REMARKS                                                                                                                         |
|------------------------------------------------------------------------------|-------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Jan abhiyan                                                                  | All departments   | Oct 15 -26 <sup>th</sup> | Going on                                                                                                                        |
| Deputation of Sectt staff/ HoDs                                              | GAD               | Oct 14                   | Done                                                                                                                            |
| Deployment of Staff to Panchayats and serving of orders on deployed officers | DCs               | Oct 25                   | DCs will deploy senior level staff from the districts. Strict action to be taken against abstentions. No exemptions to be given |
| Training of district trainers on B2V4                                        | RDD               | Oct 26                   |                                                                                                                                 |
| Training of visiting officers                                                | DCs               | Oct 27                   |                                                                                                                                 |
| Field Visits to be completed by                                              | Visiting Officers | Nov 3                    | DCs to supervise and ensure that each Panchayat is visited within the period specified                                          |
| Data of B2V4 to be uploaded by                                               | Visiting Officers | Nov 10                   | DCs to supervise and ensure that data of all Panchayats is uploaded by the visiting officer within the period specified         |

BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

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| INSTRUCTIONS FOR THE VISITING OFFICER (DAY WISE) |                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------|----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| DATE                                             | INSTRUCTIONS                                       | ACTION POINTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Day 0                                            | Meeting with deputy commissioners and his/her team | <ul style="list-style-type: none"> <li>a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a></li> <li>b. Also take print outs of the summarized road sheets of the previous phases from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a></li> <li>c. Collect ATRs on issues raised during previous 3 phases from the office of Deputy Commissioners (Planning deptt)</li> <li>d. Take prints of blank 2 booklets of B2V4 from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a></li> <li>e. Take plans for 2 previous years and ATRs from the planning deptt</li> <li>f. Complete tracking of different components of B2V4 being organized by respective Deputy Commissioners</li> <li>g. Collect List of new works started/ongoing/completed during the previous and current financial year under the following heads: <ul style="list-style-type: none"> <li>- PRS grants</li> <li>- District Plan</li> <li>- UT plan</li> <li>- MGNREGA</li> <li>- Other schemes of other departments</li> <li>- Any other work</li> </ul> </li> <li>h. Plans/ beneficiary lists: <ul style="list-style-type: none"> <li>- MGNREGA draft plan document for the year 2022-23.</li> <li>- List of Awaaz beneficiaries alongwith BHH Convergence</li> <li>- List of pension beneficiaries</li> <li>- List of SHUs</li> <li>- List of agriculture scheme beneficiaries</li> </ul> </li> <li>i. Lists of beneficiaries for: <ul style="list-style-type: none"> <li>- Various certificates/ benefits to be distributed by the visiting officer</li> <li>- Any other activities identified by different departments</li> </ul> </li> </ul> |

BACK TO VILLAGE PHASE-IV (15<sup>th</sup> OCT TO 3<sup>rd</sup> NOV)

| INSTRUCTIONS FOR THE VISITING OFFICER (DAY WISE) |                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|--------------------------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| DATE                                             | INSTRUCTIONS      | ACTION POINTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Day 1                                            | Reach the village | <ol style="list-style-type: none"> <li>1. Ensure that all front line workers of different deptts are present.</li> <li>2. Ensure exhibition by different depts. about individual beneficiary schemes</li> <li>3. Inspect JKB/PSB counters/outlets</li> <li>4. Participate/ensure organization of sports activity in playfield, talent hunt/cultural event/youth activity</li> <li>5. Gandhi Katha (suggested details uploaded on <a href="http://jkpanchayat.in">jkpanchayat.in</a>)</li> <li>6. Visit atleast 2 amritsarovars and get its geo tagged photos</li> <li>7. Inspect Khidmat (CSC) Centres and create Generate awareness on 225 schemes particularly G2C schemes like BEAMS, Janbhagidari, AapkiZaminAapkiNigrahi, Digital J&amp;K</li> <li>8. Visiting officer shall also plan and conduct panchayat level convergence meeting of all departments</li> <li>9. Check off the following</li> </ol> |

5. Gandhi Katha (suggested details uploaded on jkpanchayat.in)
6. Visit atleast 2 amritsarovars and get its geo tagged photos
7. Inspect Khidmat (CSC) Centres and create Generate awareness on 225 schemes particularly G2C schemes like BEAMS, Janbhagidari, AapkiZaminAapkiNigrani, Digital J&K
8. Visiting officer shall also plan and conduct panchayat level convergence meeting of all departments
9. Check effectiveness of Centrally sponsored schemes
10. Visit and inspect all government establishments including PHE, AWC, FPS, schools, etc
11. Attempt saturation of deliverable so Jan Abhiyan and wherever deficiencies found, lead a drive to achieve all deliverables
12. Assess effectiveness of sanitation campaign in the panchayat
13. Ensure self employment activities for 15 youth per panchayat
14. Identify 20 potential candidates per panchayat for HIMAYAT training alongwith the trade on which they want training
15. Wherever possible, distribute employment letters for people selected under various government employments
16. In the evening, hold normal meeting with senior citizens, govt employees including retired employees, ex servicemen, youth club, and any citizens of the village who are enrolled in college/university
17. Open discussion on Nasha Mukht Abhiyan

Day 2  
Have a meeting with all stakeholders- deptt officials and panchayat members

1. Discussion on the and assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat on 21<sup>st</sup> April 22, on National Panchayati Raj Day
2. Sensitize village residents about myScheme portal (myscheme.in) which includes information about all the schemes being run by Central/ State/ UT govt across the country
3. Hold meeting of the Biodiversity Management Committees to deliberate on issues pertaining to conservation of biodiversity and sustainable utilization of biological resources.
4. Prepare Village development plan, in consultancy with Gram panchayat, discuss it in gram sabha and get it approved.
5. Ensure saturation of soil health card and golden health card under Golden Health Card under Ayushman Bharat.
6. Ensure saturation of Old Age Pension Scheme
7. Ensure Domicile Saturation.
8. Ensure KCC Saturation
9. Ensure saturation of land pass books
10. Ensure registration of village vendors needed for any scheme, on GEM portal
11. Ensure panchayat contractors registration
12. Encourage Panchayat members for importance of plantation drive in Panchayat under Har Gaon Haryali
13. Ensure painting on digital J&K in panchayat ghars
14. Ensure painting on panchayat activities and CSS in panchayat ghars
15. The visiting office shall check no of kindergarten and playfields present in the panchayat for kids and students. If the infrastructure present in these are good enough
16. Hold meeting with panchayat members to discuss about corruption menace and steps required to make J&K corruption free
17. Obtain a candid assessment about performance of various deptts including fair feedback about discrepancies in functioning
18. Check the status of Nasha Mukht Abhiyan and reporting of drug addicts to Deputy Commissioner.
19. Identify Tourist Destinations, Circuits, Theme Treks, Identify Homestays, provide support for tourism activities through Village Cooperative
20. Organize Talent Hunt at Panchayat Level
21. Conduct social audit of atleast 5 works under following schemes:
  - a. MGNREGA
  - b. PMAY
  - c. BHHL toilets and payments
  - d. CSCs
  - e. AMRIT SAROVARS
22. Hold a mahilasabha and a balsabha and record proceedings in the format given
23. Inaugurate village haat under JKSRLM
24. Check if youth clubs are formed in the panchayat and what activities they are engaged in
25. Organize a village level cultural event to engage panchayat members
26. Sensitize GP about E-kitab kosh an initiative of J&K

### GENERAL INSTRUCTIONS

The visiting officer shall refrain himself/ herself giving or offering any commitment on behalf 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.

He is going to the village as planning officer, not for sanctioning any works or for making any commitments.

While preparing village development plan, he has to ensure that, demands are prioritized and reflected under available schemes, wherever necessary the larger works are to be referred to administrative deptt under CSS/UT plans under intimation to DCs and rest of the works to DCs for reflecting it under district/CSS plans

His work shall be hard core planning and audit and is not a PR exercise.

Every Deputy Commissioner has to ensure that atleast one RDD official (ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure conduct of all activities as planned. Panchayat wise order needs to be issued in advance.

Visiting officer should ideally carry his/her laptop to complete the reports at the panchayat level itself and upload the final report, duly signed both by the sarpanch and by the visiting officer on [www.jkpanchayat.in](http://www.jkpanchayat.in) portal, before they leave panchayat.

Focus of visit are youth, skills, self-employment, nasha mukt, bhrashtachar mukt, Rozgar yukt J&K, besides to carry forward the activities during Jan Abhiyan and saturate them.

In addition attention may be given to the following areas

Make full use of Centrally Sponsored Schemes

Saturation of individual beneficiary schemes

Self-employment schemes

Bank linked schemes- including departmental subsidy schemes

Empowerment and transparency through digital initiatives

Effectiveness of grass roots machinery –

- i. Patwari, VLW present and available
- ii. Available funds utilized in public interest and as per Gram Sabha resolutions
- iii. Fairness in governance
- iv. CSS/Individual beneficiary schemes etc
- v. BrashtacharMukt J&K
- vi. Bhai Mukt J&K
- vii. NashaMukt J&K

BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

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9. The PRS members (Sarpanchs, Panchs, BOC Chairperson) shall be at the forefront of all activities and given due importance and the approach should be to strengthen them and make them feel empowered. He/she shall ensure that the BOC chairperson and Sarpanch/Panch are present at the time of inauguration and ceremonies.
10. Visiting officer shall not leave the district without uploading the report, duly signed on the [www.jkpanchayat.in](http://www.jkpanchayat.in) portal. Every Deputy Commissioner has to ensure that.

### Details of Reporting Officer:

Name: Nisar Hussain Shah  
 Designation: Lect. in School Education  
 Department/ place of posting: HSS. Gwali. Kalaban  
 Mobile No: 7889864506  
 Email ID: 7889864506@gmail.com  
 Home District: Poonch  
 Dates of visit: 28-10-2022 to 29-10-2022.

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

Name of the Panchayat: Khanater Duprian  
 Local Government Directory (LGD) code of the Panchayat: 7497 7497  
 Name of CD Block: Haveli Poonch  
 Name of Tehsil: Haveli  
 Name of District: Poonch

### Panchayat Profile:

No. of revenue villages in the Panchayat: 1  
 No. of hamlets in the Panchayat: 10  
 No. of households in the Panchayat: 725  
 Population (approx) of the Panchayat: 2425 Approx.

### Part-II:

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

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

| Department         | Name             | Designation          |
|--------------------|------------------|----------------------|
| ICDS               | Shahzad Kouser   | AWW                  |
| Education          | Manzoor Hussain  | Teacher              |
| RPO                | Abdul Ahad       | Sec. Pvt.            |
| PHE                | Mohd Rashid      | Line man (CP Worker) |
| Police             | Sohan Lal Sharma | SPO                  |
| Health             | Harjeet Kour     | FMPHW                |
| Physical Education | Sayad Faryed     | PET                  |
| Animal Husbandry   | Shakeel Ahmed    | Sr vet. Pharmacist   |
| Agriculture        | Kuldeep Singh    | JAEO                 |
| RWD                | Aurangzaid       | Supervisor           |
| RDD                | Saleem Jaffer    | J.A.E                |
| Forest             | Bashir Ahmed     | Forest Guard         |
| Revenue            | Uqat Ali         | Patwari              |
| Social welfare     | Shagufta Jabeen  | Craft Tailor         |

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

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

[illegible]

## DAY 1- ACTIVITIES

AGENDA 1: PANCHAYAT ASSET REGISTER

infrastructure:

1. Panchayat Ghar infrastructure
  - a. Govt building/private ✓
  - b. New/needng repairs
2. Furniture (Y/N) ✓
3. Computer/printer (Y/N) ✓
4. Internet (Y/N) ✓
5. Telephone (Y/N) ✓
6. Toilet (CSC/part of panchayat ghar) (Y/N) ✓
7. Water (Y/N) ✓
8. Electricity (Y/N) ✓
9. Bank branch (Y/N) ✓
10. CSC (Y/N) ✓
11. Patwarikhana (Y/N) ✓
12. Village haat (Y/N) ✓
13. Playground (Y/N) ✓
14. School-
  - a. Kindergarten (Y/N) ✓
  - b. Primary (Y/N) ✓
  - c. Secondary (Y/N) ✓
  - d. College (Y/N) ✓
  - e. University (Y/N) ✓
15. Anganwadi Centre (Y/N)
  - a. (govt/private) ✓ 113
  - b. Total children enrolled → 118
16. Amrit Sarovars - details, location, condition No
17. Government offices- details, whether functional or not functional
18. Ration shop (Y/N)
19. Places of tourism importance - names, little details on historical/cultural importance Moh. Safedan, beaut.
20. Village heritage sites/ treks- names, little details on historical/cultural importance Bul + religious place
21. VLW Office (Y/N) ✓
22. Primary Healthcare Centre (Y/N) ✓
23. List of Incomplete Buildings- names, year of construction : 3ACR at m/s Duprian
24. List of Underutilized Buildings- names No.

#### BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

## DAY 1-ACTIVITIES

### AGENDA 2:

#### DIFFERENT INSTITUTIONS/INFRASTRUCTURE PROJECTS TO BE VISITED

| AMBIT SAROVAR                                                 | Visit, verify                                                                                                                  | COMMENTS                                                                                                                                           |
|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Kidmat Centres                                                | Create /Generate awareness on 225 schemes particularly G2C schemes Aapki Zamin Aapki Nigrahi, Beams, Janbhagidari, Digital J&K | N/O. Kidmat Centre                                                                                                                                 |
| JSB/PSB counters/outlets                                      | a) Status of counter<br>b) Number of visitors                                                                                  | N/O. JSB in Panchayat                                                                                                                              |
| Incomplete buildings/projects                                 | Verify whether identification and redistribution done                                                                          | 3 ACR at m/s Dapuram, need urgent redistribution                                                                                                   |
| PDS                                                           | Visit, evaluate, online status                                                                                                 | N/O                                                                                                                                                |
| FHC                                                           | Visit- evaluate, status of staff, equipment and quality                                                                        | N/O                                                                                                                                                |
| Youth clubs                                                   | Meet, interact, seek suggestions                                                                                               | met c youth clubs they demand job opportunities sports                                                                                             |
| SHG                                                           | Meet, identify problems, seek suggestions                                                                                      | formed by Agri. Dept. by growing vegetables                                                                                                        |
| PMAY                                                          | Inspect, Inaugurate                                                                                                            | 1 site inaugurated 18 incomplete                                                                                                                   |
| My school, my pride progress, schools- water, toilets, staff  | Visit, check for water, electricity, sanitation, meet students and staff                                                       | water connection on all electricity in 3-grad Sanitation students motivate in studies under staff                                                  |
| Swachh SBM                                                    | Evaluate                                                                                                                       | 9 site visited ground functional need 30%                                                                                                          |
| Panchayat play ground, Sports kits distribution Village games | Ensure, verify, Participate in at least one game in the playground                                                             | N/O Panchayat play-ground.                                                                                                                         |
| Har Gaon Haryali, Plantation drive                            | Evaluate status, feedback                                                                                                      | plantation drive initiated need further plantation                                                                                                 |
| Village cultural event Dangal/ Haat/Mela                      | Participate in; ensure that it is held                                                                                         | N/O                                                                                                                                                |
| Exhibition of schemes                                         | Ensure that every department participates and that it continues for the entire duration of B2V                                 | Agri. Dept. Social welfare J&DS. RDD, Revenue, Health                                                                                              |
| Jal Jeevan Mission verification- WSS/ISD Electricity supply   | Verify                                                                                                                         | NRDWP need to accelerate, Jal given work should be initiated immediately<br>2. 80% population is covered by electricity, require further provision |

2 |

BACK TO VILLAGE PHASE-IV (15<sup>th</sup> OCT TO 3<sup>rd</sup> NOV)

## DAY 1 - ACTIVITIES

### AGENDA 3: SATURATE JAN BHIVAN

#### DELIVERABLES AND RECORD DEFICIENCIES IF ANY

(INSERT DELIVERABLES LIST HERE AS PER GAD FORMAT)

| Name of the Scheme             | Total eligible beneficiaries in the village | Total beneficiaries who availed benefit | Reason for Pendency                  |
|--------------------------------|---------------------------------------------|-----------------------------------------|--------------------------------------|
| Golden Health Card             | 2314                                        | 2063                                    | Fingerprints does not match foreign. |
| Jangni Sanku Yojana            | 55                                          | 38                                      | Normal delivery at home              |
| Old age Pension                |                                             |                                         |                                      |
| KVK Rota Assured by Agri- Dept | 30 packets of animal medicine               | 30 packets of animal medicine           |                                      |

|                                                    |                                                      |                                      |                            |
|----------------------------------------------------|------------------------------------------------------|--------------------------------------|----------------------------|
| Younger Sarda<br>Younger                           | 55                                                   | 38                                   | Normal delivery<br>at home |
| old age<br>pension                                 |                                                      |                                      |                            |
| KVK <del>Retd</del><br>Assisted by<br>Agri- Deptt. | 30 packets<br>of animal<br>medicine                  | 30. packets<br>of animal<br>medicine |                            |
| Land pass<br>book                                  | 550                                                  | 5.                                   | NO bidding                 |
| Social welf-<br>fare<br>Deptt.                     | Baby set- 1<br>1. Coorim board<br>for Senior citizen |                                      |                            |
|                                                    |                                                      |                                      |                            |



### DAY 1- ACTIVITIES

**AGENDA 4:**  
**SELF EMPLOYMENT ACTIVITIES**  
Ensure Self-employment activities for youth, distribute employment letters for people selected under various social schemes (15 IS THE TARGET PER PANCHAYAT)

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

### DAY 1 ACTIVITIES

**AGENDA 5**  
In the evening, hold informal meetings with senior citizens, govt employees, ret'd employees, youth club and other citizens who are enrolled on college/university and have discussion on Gandhi Katha, Nasha Mukta Abhiyan, corruption free governance, doubling farmers income and record the proceedings

### DAY 2

- No of Individual Compost Pits constructed 00
- No of Individual Soak Pits constructed 11
- No. of Biodiversity management committee meetings held: 04
- Is the name of Sarpanch displayed on citizen information boards of all IRD & PR schemes: Yes/No ✓
- Are Sarpanchs being involved in start/inauguration of activities: Yes/No ✓
- Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No ✓
- Whether grievance redressal box is installed: Yes/No ✓
- No of grievances received pertaining to Panchayat level: 30
- No of grievances disposed of at Panchayat level: 25 ✓
- Whether the Sarpanch/Panchayat Secretary have digital signatures: Yes/No ✓
- Whether all MGNREGA/ 14th FC payments are being made by Sarpanch through Digital Signature Certificate (DSC): Yes/ No ✓

## DAY 1- ACTIVITIES

### AGENDA 4: SELF EMPLOYMENT ACTIVITIES

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

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

## DAY 1 ACTIVITIES

### AGENDA 5

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

### DAY 2

- a. No of Individual Compost Pits constructed 00
- b. No of Individual Soak Pits constructed 11
- v. No. of Biodiversity management committee meetings held: 04
- vi. Is the name of Sarpanch displayed on citizen information board of all IRD & PR schemes: Yes/No ✓
- vii. Are Sarpanchs being involved in start/inauguration of activities: Yes/No ✓
- viii. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No ✓
- ix. Whether grievances redressal box is installed: Yes/No ✓
- x. No of grievances received pertaining to Panchayat level: 30
- xi. No of grievances disposed of at Panchayat level: 25
- xii. Whether the Sarpanch/Panchayat Secretary have digital signatures: Yes/No ✓
- xiii. Whether all MGNREGA/ 14th FC payments are being made by Sarpanch through Digital Signature Certificate (DSC): Yes/ No ✓

## HUMAN RESOURCE AVAILABLE AT THE PANCHAYAT LEVEL:

| SR NO. | DEPARTMENT WISE STAFF         | NUMBERS    |        | NAMES |
|--------|-------------------------------|------------|--------|-------|
|        |                               | SANCTIONED | ACTUAL |       |
|        | Rural development department: |            |        |       |
|        | BDO                           | 1          | 1      |       |
|        | JE                            | 1          | 1      |       |
|        | GRS                           | 1          | 1      |       |
|        | TA                            | 1          | 1      |       |
|        | SCHOOL EDUCATION:             |            |        |       |
|        | TEACHER                       | 6          | 6      |       |
|        | HEAD MASTER                   | 22         | 14     |       |
|        | ANY OTHER                     | nil        | nil    |       |
|        | JAL JEEVAN:                   |            |        |       |
|        |                               | 1          | 1      |       |
|        | PDD:                          |            |        |       |
|        | LINEMAN                       | 1          | 1      |       |
|        | JE                            | 1          | 1      |       |
|        | ANY OTHER                     |            |        |       |
|        | FOOD & CIVIL SUPPLIES         |            |        |       |

|                                                             |                      |                      |  |
|-------------------------------------------------------------|----------------------|----------------------|--|
| JAL JEEVAN                                                  | 1                    | 1                    |  |
| PDD:<br>LINEMAN<br>JE<br>ANY OTHER                          | 1<br>1               | 1<br>1               |  |
| FOOD & CIVIL SUPPLIES                                       |                      |                      |  |
| AGRICULTURE & ANIMAL HUS-<br>BANDARY                        | 1<br>1               | 1<br>1               |  |
| SOCIAL WELFARE                                              | 1                    | 1                    |  |
| HEALTH:<br>ASHA<br>ANM<br>AYUSH DOCTOR<br>ALLOPATHIC DOCTOR | 3<br>1<br>nil<br>nil | 3<br>1<br>nil<br>nil |  |
| Revenue<br>ANY OTHER DEPARTMENT                             | 1                    | 1                    |  |

BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

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### HUMAN RESOURCE AVAILABLE AT THE PANCHAYAT LEVEL:

| SR NO. | DEPARTMENT WISE STAFF                                       | NUMBERS              |                      | NAMES |
|--------|-------------------------------------------------------------|----------------------|----------------------|-------|
|        |                                                             | SANCTIONED           | ACTUAL               |       |
|        | Rural development department:<br>BDO<br>JE<br>GRS<br>TA     | 1<br>1<br>1          | 1<br>1<br>1          |       |
|        | SCHOOL EDUCATION:<br>TEACHER<br>HEAD MASTER<br>ANY OTHER    | 6<br>22<br>nil       | 6<br>14<br>nil       |       |
|        | JAL JEEVAN:                                                 | 1                    | 1                    |       |
|        | PDD:<br>LINEMAN<br>JE<br>ANY OTHER                          | 1<br>1               | 1<br>1               |       |
|        | FOOD & CIVIL SUPPLIES                                       |                      |                      |       |
|        | AGRICULTURE & ANIMAL HUS-<br>BANDARY                        | 1<br>1               | 1<br>1               |       |
|        | SOCIAL WELFARE                                              | 1                    | 1                    |       |
|        | HEALTH:<br>ASHA<br>ANM<br>AYUSH DOCTOR<br>ALLOPATHIC DOCTOR | 3<br>1<br>nil<br>nil | 3<br>1<br>nil<br>nil |       |
|        | Revenue<br>ANY OTHER DEPARTMENT                             | 1                    | 1                    |       |

## DAY 2-ACTIVITIES

### AGENDA NO.1

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

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

#### 1. Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste Soak & Compost Pit
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas ND
- iii. Has mapping of land use, water bodies, forest, slopes, wet lands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason, thereof ND
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No ND
- v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures and conservation of wetlands. Yes
- vi. Whether schools have started segregating waste Yes
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management ND

#### 2. Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? Yes
- ii. Do all the eligible individuals been provided the Golden Card? Almost all (80%)
- iii. Are all the Children being immunized as per the Schedule recommended by Govt. of India? Yes
- iv. Are all the eligible individuals been vaccinated against COVID-19? Yes
- v. Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal checkups? Yes
- vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? Yes

#### 3. Water sufficient village

- i. Do all the IHHs in the Gram Panchayat have water pipeline connections? Almost all (80%)
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes please specify ND
- iii. Do all the IHHs in the Gram Panchayat have toilets? Yes
- iv. Are all the IHHs toilets functional or not? Yes
- v. Do all the Schools/Anganwadi centers have a toilet facility or not? Yes
- vi. Are all the toilets in the schools/Aanganwadi functional or not? Yes
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? ND

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BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 31<sup>ST</sup> NOV)

#### 4. Child Friendly village

- i. Do all the children under the age of 0-6 years been enrolled in the Anganwadi centers for pre-schooling? Yes/NO
- ii. How many Bal Sabha's were organized in the Gram Panchayat 08 times
- iii. Whether the issues raised by Bal Sabha are addressed during the Gram Sabha. Yes/NO Yes
- iv. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO Yes
- v. Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/NO Yes

#### 5. Village with good governance

- i. Is CSC located in the Gram Panchayat Bhawan or not? Yes
- ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? Yes
- iii. Does the Gram Panchayat has its building or not? Yes
- iv. Is the Gram Panchayat office functional or not? Yes
- v. Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes
- vi. Is Social Audit of earlier Schemes/Programs carried out or not? Yes

#### 6. Poverty free and enhanced livelihood village

- i. Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify BPL
- ii. Have all the eligible households registered in PDS or not? Yes
- iii. Has Gram Panchayat provided space for Self-help Groups in PanchayatGhar for holding meetings or not? Yes
- iv. Have all the eligible households been registered for Pension or not? Yes
- v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes
- vi. Has Job Cards been distributed to all the eligible households? Yes

6. **Poverty free and enhanced livelihood village**
- i) Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify *BPL*
  - ii) Have all the eligible households registered in PDS or not? *Yes*
  - iii) Has Gram Panchayat provided space for Self-help Groups in PanchayatGhar for holding meetings or not? *Yes*
  - iv) Have all the eligible households been registered for Pension or not? *Yes*
  - v) Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? *No*
  - vi) Has Job Cards been distributed to all the eligible individuals under MGNREGA? *All (80%)*
  - vii) Has Gram Panchayat facilitated SHGs for Bank Account Linkages? *No*
7. **Socially secured village**
- i) Whether Gram Panchayat is maintaining data related to Differently Abled People? *Yes*
  - ii) Is Gram Panchayat Office Disabled Friendly or not?
  - iii) Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not?
  - iv) Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not?
  - v) Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? *Yes*
  - vi) Are all the eligible households getting benefits from IAY or not? *Yes*

BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

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#### Engendered Development in Village

- i) How many Mahila Sabha's were organized in the Gram Panchayat? *4 Times*
  - ii) Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/No) *Yes*
  - iii) Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No) *Yes*
  - iv) Number of women beneficiaries headed households covered under PDS system *10*
  - v) Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana *100*
- Self-sufficient infrastructure in the village
- i) Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet *Yes*
  - ii) Whether the Disaster management plan is available at the GP Level (Yes/No) *Yes*
  - iii) Whether child-friendly park with required facilities is available in GP (Yes/No) *Yes*
  - iv) Whether the GP has easy access to Godown for storage (Yes/No) *Yes*
  - v) Whether street lights are provided in public places for ensuring safety (Yes/No) *Yes*

## DAY 2 ACTIVITIES

### AGENDA NO.2

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

## DAY 2 ACTIVITIES

### AGENDA NO.3

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

COMMITTEE MEMBERS = 7

PRESENT

BIODIVERSITY REGISTER PHOTOS

PAST 4 MEETING DETAILS- DATES, MINUTES PHOTOS

BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

## DAY 2 ACTIVITIES

### AGENDA 4

Visiting officer shall also plan and conduct panchayat level convergence meeting of all departments and prepare Village development plan for village, in consultancy with Gram panchayat, discuss it in gram sabha and get it approved.  
(GDP format available on <https://jkpanchayat.in/b2v4.php>)

In addition GDP plan shall also include:

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

## DAY 2 ACTIVITIES

### AGENDA 5

Ensure saturation of following schemes and give status:

| NAME OF THE SCHEME                       | TOTAL ELIGIBLE BENEFICIARIES IN THE VILLAGE | TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME | REASONS FOR PENDENCY         |
|------------------------------------------|---------------------------------------------|------------------------------------------------------------|------------------------------|
| Golden Health Card under Ayushman Bharat | 2314                                        | 2063                                                       | Finger prints does not match |
| Janani suraksha yojana                   | 55                                          | 38                                                         |                              |
| OLD AGE pension                          |                                             |                                                            |                              |
| Widow pension                            |                                             |                                                            |                              |
| Disability pension                       |                                             |                                                            |                              |
| Domicile certificate                     |                                             |                                                            |                              |
| Kisan credit card                        |                                             |                                                            |                              |
| PM kisan sammanidhi<br>Land pass book    | 550                                         | 5                                                          | NO bidding                   |

BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

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|                                                         |                                                  |    |            |
|---------------------------------------------------------|--------------------------------------------------|----|------------|
| Land pass book                                          | 550                                              | 5  | no bidding |
| Registration of village vendors on GEM portal           | ND                                               | ND |            |
| Registration of village contractors on jktenders portal | ND                                               | ND |            |
| Registration of village contractors on PWD portal       | ND                                               | ND |            |
| Incomplete buildings/projects                           | 3 ACRAT M/s<br>Duprian + Road hand<br>to Duprian | -  | -          |

## DAY 2 ACTIVITIES

### AGENDA 6

#### NASHA MUKT ABHIYAN

- Whether gram sabha resolution passed YES
- Details of activities conducted All UT and Central Schemes initiated

## DAY 2 ACTIVITIES

### AGENDA 6 NASHA MUKT ABHIYAN

- Whether gram sabha resolution passed *Yes*
- Details of activities conducted *All 4 and Central Schemes initiated*
- Whether all activities and GS resolution uploaded on jkpanchayats.in portal *Yes*
- How many drug addicts in the village *N/D*
- Whether reported to the Deputy Commissioner *N/D*
- How many registered for rehabilitation under government programme *N/D*

## DAY 2 ACTIVITIES

### AGENDA 7 SOCIAL AUDIT

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

| NAME OF THE SCHEME | DETAILS OF THE WORKS                         | YEAR OF WORK APPROVAL | AMOUNT APPROVED FOR THE WORK | WHETHER WORK EXECUTED SATISFACTORY | GPS TAGGED PHOTOS | ANY GRIEVANCE RECEIVED RELATING TO THAT WORK |
|--------------------|----------------------------------------------|-----------------------|------------------------------|------------------------------------|-------------------|----------------------------------------------|
| AMRIGA             | Construction of 2000 sq. ft. school building | 2022-23               | 15.25 lac                    | yes                                | yes               | n/c                                          |
| PMAY               | Construction of 1000 sq. ft. school building | 2022-23               | 1.30 lac                     | yes                                | yes               | n/c                                          |
| PHIL UNDER SIM-G   | Construction of 1000 sq. ft. school building | 2022-23               | 1.30 lac                     | yes                                | yes               | n/c                                          |
| CSC UNDER SIM-G    | Construction of 1000 sq. ft. school building | 2022-23               | 1.30 lac                     | yes                                | yes               | n/c                                          |
| MAHIL              |                                              |                       |                              |                                    |                   |                                              |
| SAROVARS           |                                              |                       |                              |                                    |                   |                                              |

## DAY 2 ACTIVITIES

### AGENDA 8

#### MAHILA SABHA

Total women in the village above the age of 18  
Total attended  
Proceedings:  
(Pl insert pointers to be discussed there - refer panch proceedings)

## DAY 2 ACTIVITIES

### AGENDA 9

#### BAL SABHA

Hold a balsabha and record proceedings  
Total children in the village above the age of ....  
Total attended  
Proceedings:

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

## DAY 2 ACTIVITIES

AGENDA 10

### INAUGURATIONS

| SR NO. | ASSETS / ACTIVITIES INAUGURATED              | STATUS OF THE ASSET/ACTIVITIES (NUMBER, OTHER DETAILS) | GEO-TAGGED PHOTOS |
|--------|----------------------------------------------|--------------------------------------------------------|-------------------|
|        | VILLAGE HAAT under JKSRM (SUN-DAY MARKET)    | N/D                                                    | N/D               |
|        | PMAY houses if any ready for inauguration    | 1                                                      | yes               |
|        | Swachh gram projects- segregation sheds etc. | N/D                                                    | N/D               |
|        | Amrit sarovars                               | N/D                                                    | N/D               |
|        | Sports kits                                  | N/D                                                    | N/D               |
|        | Village cultural events                      | N/D                                                    | N/D               |
|        | JIM assets/projects                          | N/D                                                    | N/D               |
|        | Any other to be identified at district level | N/D                                                    | N/D               |

BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

10. Major Problems- B2V2

|                                  |     |
|----------------------------------|-----|
| 1. Road Connectivity             | Not |
| 2. Electricity                   | Not |
| 3. Water problem                 | Not |
| 4. Education, building and staff | Not |

11. Major Problems- B2V3

|                |       |           |
|----------------|-------|-----------|
| 1. Road        | 3 N/D | Partially |
| 2. Electricity |       |           |
| 3. Education   |       |           |

12. Major Complaints- B2V1

1. People mostly complain about the 1 level.

1 People mostly complain about the execution of work on ground level.

2

3

VII. Major Complaints-B2V2

|   |                                   |         |
|---|-----------------------------------|---------|
| 1 | 1. Road Tanda to chevron          | yet not |
| 2 | 2. (1) Damage of P.S Building     | yet not |
| 3 | 3. (2) Tanda to Durbion road      | yet not |
| 4 | 4. (3) Electrical and water pipes | yet not |

VIII. Major Complaints-B2V3

|   |                                                  |
|---|--------------------------------------------------|
| 1 | 1. The Complaint of works / demands were         |
| 2 | 2. brought into notice of visiting officer which |
| 3 | 3. are still not initiated                       |

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Ch. Jagan Bahadur  
Sarpanch  
Pyl. Haldia, Bagan Khanater  
B2V4

BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

Department of Rural Development  
Government of India

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

| S.No.                                         | Particulars          | Action Taken                           | Remarks                                                        |
|-----------------------------------------------|----------------------|----------------------------------------|----------------------------------------------------------------|
| I. Urgent Public Requirements/ Demands- B2V1  |                      |                                        |                                                                |
| 1                                             | 1. Road Connectivity | 2. NO                                  | NO action                                                      |
| 2                                             | 2. Education         | 3. Shortage of staff                   | NO action                                                      |
| 3                                             | 3. Electricity       | 4. Transformer 2nd pole                | NO action                                                      |
| 4                                             | 4. PWD               | 5. water pipes etc                     | NO action                                                      |
| 5                                             | 5. Health            | 6. Construction of sub-center building | NO action                                                      |
| 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                                             | 1. RRD               | 2. Road connectivity                   | Yes 20% work completed                                         |
| 2                                             | 2. PDD               | 3. Transformer, 2nd pole               | 2. Transformer 2nd pole 20% remaining + need urgent completion |
| 3                                             | 3. Education         | 4. School building                     | Most urgent need of School building                            |

Same requirement as in B2V1 but no action

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Ch. Jagan Bahadur  
Sarpanch  
Pyl. Haldia, Bagan Khanater  
B2V4

BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

Major demands of B2V4

1. Up gradation of road from Suka chsa to charoon
2. Construction of road from Tanda to Duprian
3. Construction of road from Satnabna to Mannumala.
4. Provision of adequate teaching staff in all school and construction of building
5. 100% Coverage of vill. with electricity and water
6. Transformers 63KV 2ND poles 80 nos.
7. Provision of about 500 pipes of different dimension for repair and damaged pipelines
8. Construction of Pwt Ghar in the Pwt.
9. Building of Health Care Centre
10. Upgradation of M/s Tanda to High School
11. Upgradation of P/s Safeda to Middle School
12. Regularisation of MGNREGA Staff and Release pending salaries.
13. Payment for material + skill under MGNREGA

Ch. Jaan Bahadur  
Sarpanch  
Pvt. Halsa Duprian Khanatar  
B2/V4

*[Signature]*  
visiting officer  
B2V4

1. BEST  
2. LEA

GEI

|     |                                      |
|-----|--------------------------------------|
| I   | Any major                            |
| II  | Major/urg                            |
| III | Overall asst<br>(The visit<br>tions) |
| IV  | Overall Ra                           |
| V   | Certificate                          |

All go  
people  
village 2

Signature of Sa  
Name ...  
Ch. E

BACK TO VIL

OVERALL PERCEPTION OF FUNCTIONING OF  
GOVERNMENT DEPARTMENTS

1. BEST DEPARTMENT: RDB / Agriculture
2. LEAST RESPONSIVE DEPARTMENT: Sanitation

GENERAL ASSESSMENT OF THE VISITING OFFICER

|   |                                                                                                                     |
|---|---------------------------------------------------------------------------------------------------------------------|
| 1 | Any major complaint brought to the notice of the Visiting Officer.                                                  |
| 2 | Major/urgent public demands that were reflected earlier but have not been addressed so far.                         |
| 3 | Overall assessment of the visit and suggestions.                                                                    |
| 4 | (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions) |

13. *Pending salaries.*  
*Payment for material + small under MGNREGA*

*Ch. Jaan Bahadur*  
 Sarpanch  
 Ppt. Halsa Durgam Khanator  
 B2/V4

*visiting officer*  
 B2/V4

people  
 village

Signature of Sa  
 Name *Jaan*

BACK TO VIL

**OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS**

1. BEST DEPARTMENT: *RDB / Agriculture*  
 2. LEAST RESPONSIVE DEPARTMENT: *Sanitation*

**GENERAL ASSESSMENT OF THE VISTING OFFICER**

|     |                                                                                                                                                                         |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i   | Any major complaint brought to the notice of the Visiting Officer?                                                                                                      |
| ii  | Major/urgent public demands that were/were reflected earlier but have not been addressed so far.                                                                        |
| iii | Overall assessment of the visit and suggestions:<br>(The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions) |
| iv  | Overall Rating of govt functioning as given by the Panchayat (Scale of 0 to 10) <i>7</i>                                                                                |
| v   | Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days                                                                              |

*All government schemes are well implemented in Ppt but people are not fully satisfied with functioning of government village lack some basic amenities and facilities need further improvement in sector of education, agri, health and tourism.*

*Ch. Jaan Bahadur*  
 Sarpanch  
 Ppt. Halsa Durgam Khanator  
 B2/V4

Signature of Sarpanch  
 Name *Jaan Bahadur*

*visiting officer*  
 Signature of the Visiting Officer  
 Name *NISAR HUSAIN*  
 7889864561

BACK TO VILLAGE PHASE-IV (15<sup>TH</sup> OCT TO 3<sup>RD</sup> NOV)

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