



Governance at doorsteps

15TH OCT to 3RD NOV. 202





- 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

5 0							75.00
Data of B2V4 to be uploaded by	Field Visits to be completed by	Training of visiting officers	Training of district trainors on B2V4	Deployment of Staff to Panchayats and serving of orders on deployed officers	Deputation of Sectt staff/ HoDs	Jan abhiyan	ACTION
Visiting Officers	Visiting Officers	DCS	ROD	DCs	GAD	All departments	RESPONSIBILITY
Nov 10	Nov 3	Oct 27	Oct 26	Oct 25	Oct 14	Oct 15 -26**	LATEST BY
DCs to supervise and ensure that data of all Panchayats is uploaded by the visiting officer within the period specified	DCs to supervise and ensure that each Panchayat is visited within the period specified			DCs will deploy senior level staff from the districts. Struct action to be taken against abstentions. No exemptions to be given	Done	Going on	REMARKS







INSTRUCTIONS FOR THE VISITING OFFICER (DAY WISE)

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Day2

- passed by that Gram Panchayat on 21" April 22 on National Panchayti to the localized SDGs prioritized for that village as per the resolution Discussion on the and assess the progress of different schemes relating
- tral. State: bil govi across the country which includes information about all the schemes being run by Cen Sensitize village residents about myScheme" portal (myscheme in)
- Prepare Village development plan. In consultancy with Gram panchayat ble utilization of biological resources ate on issues pertaining to conservation of biodiversity and sustaina-Hold meeting of the Biodiversity Management Committees to deliber
- Ensure saturation of soil health card and golden health card under Gold discuss it in gram sabha and get it approved.
- Ensure saturation of Old Age Pension Scheme en Health Card under Ayushinan Bharat,
- insure Domicile Saturation.
- Ensure KCC Saturation
- Ensure saturation of land pass books
- portal Ensure registration of village vendors needed for any scheme, on GEM
- Ensure panichayat contractors registration
- Panchayat under Har Gaon Hariyali Encourage Panchayat members for importance of plantation drive in
- present in these are good enough present in the panchayat for kids and students, if the infrastructure The visiting office shall check no of kindergarten and playfields Ensure painting on panchayat activites and CSS in panchayat ghan Ensure pamting on digital J&K in panchayat ghars
- 17. ö Obtain a candid assessment about performance of various deptts in Hold meeting with panchayat members to discuss about corruption menage and steps required to make J&k corruption free
- Check the status of Nasha Mukt Abhiyan and reporting of drug addicts to Deputy Commissioner cluding fair feedback about discrepancies in functioning
- 9 provide support for tourism activities through Village Cooperative Identify Tourist Destinations, Circuits, Theme Treks, Identify Homestays
- Conduct social audit of atleast 5 works under following schemes Organize Talent Hunt at Panchayat Level
- MGNREGA
- IHHL toilets and payments
- AMRIT SAROVARS
- mat given Hold a mahilasabha and a balsabha and record proceedings in the for

Inaugurate village haat under JKSRLM

they are engaged in Organize a village level cultural event to engage panchayat members Sensitize GP about E-kitab kosh an initiative of JBK Govt for empowering Check if youth clubs are formed in the panchayat and what activities

youths through online digital literacy

Village

GENERAL INSTRUCTIONS

- observation should be based on a fair and analytical view emerging from his/her interaction in the government and shall adopt an unbiased attitude in reporting issues. As far as possible, his/her The visiting officer shall refrain himself/ herself giving or offering any commitment on behalf of the
- 1 He is going to the village as planning officer, not for sanctioning any works or for making any com-
- w it under district/CSS plans trative deptt under CSS/UT plans under intimation to DCs and rest of the works to DCs for reflecting flected under available schemes, wherever necessary the larger works are to be referred to adminis-While preparing village development plan, he has to ensure that, demands are prioritized and re-
- His work shall be hard core planning and audit and is not a PR exercise

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- Ś ties as planned. Panchayat wise order needs to be issued in advance. tary) is present in every panchayat with relevant panchayat records, to ensure conduct of all activi-Every Deputy Commissioner has to ensure that atleast one RDD official (ideally Panchayat Secre-
- 6 www.jkpanchayat.in portal, before they leave panchayat. itself and upload the final report, duly signed both by the sarpanch and by the visiting officer on Visiting officer should ideally carry his/her laptop to complete the reports at the panchayat level
- 7 Focus of visit are youth, skills, self-employment, nasha mukt, bhrashtrachar mukt, Rozgar yukt J&K besides to carry forward the activities during Jan Abhiyan and saturate them.
- œ In addition attention may be given to the following areas
- Ø Make full use of Centrally Sponsored Schemes
- Ď. Saturation of individual beneficiary scheme:
- Ü Self-employment schemes
- Bank linked schemes- including departmental subsidy schemes

a

- Ð Empowerment and transparency through digital initiatives
- Effectiveness of grass roots machinery -
- Patwari, VLW present and available
- = Available funds utilized in public interest and as per Gram Sabha resolutions
- ፷ Fairness in governance
- CSS/Individual beneficiary schemes etc

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- BrashtacharMukt J&K
- Bhai Mukt J&K
- ≦. NashaMukt J&K

BACK TO VILLAGE PHASE-IV (15TH OCT TO 3RD NOV)

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

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

(Arc)	K VON SOLE OF SOLE	BANDENS CH.
) n	0 2	
D-3-0	Suril Bablahi	Host Line
Store beeper	Spraw Shrana	CAPA
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Designation	Name	Department

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

Department	Name	Designation

DAY 1- ACTIVITIES AGENDA 1: PANCHAYAT ASSET REGISTER

Infrastructure:

- Panchayat Ghar Infrastructure a. Govt building/private
- b. New/needing repairs
- Furniture (Y/N)
- Computer/printer (Y/N)

- Internet (Y/N)
- Telephone (Y/N)
- Toilet (CSC/part of panchayat ghar) (Y/N) Water (Y/N)
- Electricity (Y/N)
- Bank branch (Y/N)
- -Patwarkhana (Y/N)

CSC (Y/N)

- Village haat (Y/N)
- 12. Playground (Y/N)
- School-
- Primary (Y/N) Kindergarten (Y/N)
- Secondary (Y/N)
- University (Y/N) College (Y/NK
- Anganwadi Centre (Y/N)

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- (govt/private)
- Total children enrolled 110
- 16. 15 Government offices- details, whether functional or not Ration shop (Y/NY Amrit Sarovars - details, location, condition - NA .
- 17. 18 Places of tourism importance – names, little details on historical/cultural importance
- 19
- 2 Village heritage sites/ treks-names, little details on historical/cultural importance VLW Office (VN)
- 20
- Primary Healthcare Centre (Y/N),
- List of Incomplete Buildings-names, year of construction :- @ Panchayat Shar 6
- List of Underutilized Buildings- names RA.



BACK TO VILLAGE PHASE-IV (15TH OCT TO 350 NOV)

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DIFFERENT INSTITUTIONS/INFRASTRUCTURE PROJECTS TO BE VISITED DAY 1-ACTIVITIES

Ý.		Verify	G21 5251 440
	JJM Inaugurates		Wission verifica-
	Satisfactory.	Ensure that every department participates and that it continues for the entire duration of B2V	E histingn sti scaemes
	cultural fragrame done	Participate in ensure that it is held	/illage cultural avent Dangali Haat/Mela
	Varially gave in	Evaluate status, feedback	Har Good Hanyal, Planta.
	and cuttural retributes	Ensure, verify, Participate in at least one game in the playground	Panchaya: play ground. Sports life distribution village games
	Late for John	Evaluate	WBS or park
	M/2 5 replaced	Visit, check for water, electricity, sanitation, meet students and staff	Wy school my pride progress schools-water, toilers, staff
	0 000 000	laspect, inaugurāte	EMAY
.0	Tributed and investigation	Meet, identify problems, seek suggestions	SHG
	No Assortant	Meet interact, seek suggestions	स्वमान प्रमान्त
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24	lete british of landy to	Venty whether identification and redistribution done	inconclute baildings pio
	Not available	a) \$151113 of counter b) Number of visitors) A.B. PSB counters outlets
	Not avalable.	Create (Generate awareness on 225 schemes paracolarly G2C schems Aapki Zamin Aapki Nigrahi, Seams, Jahbhagidan, Digital J&K	Khodmat Centres
		Visit verify	AMRITSAROVARS
	COMMENTS		

DAY 1 - ACTIVITIES

AGENDA 3: SATURATE JAN BHIYAN

DELIVERABLES AND RECORD DEFICIENCIES IF ANY
(INSERT DELIVERABLES LIST HERE AS PER GAD FORMAT

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DAY 1- ACTIVITIES

Ensure 5ett employment activities for youth, distribute employment letters for people selected under

various social schemes (15.15.THE TARGET PER PANCHAYAT)

Number of cases in different categories sanctioned: 401.

Details of the bank sanctioning it: 471. Total amount involved:

DAY 1 ACTIVITIES

AGENDA 5

Must Abhiyan, corruption free governance, doubling farmers income and record the proceedings and other citizens who are enrolled on college/university and have discussion on Gandhi Katha, Nasha In the exerting, hold informal injectings with senior citizens, governmental employees, youth club

DAY 2

- No of Individual Compost Pits constructed • 5
- No. of Individual Soak Pits constructed 170
- No of Bindiversity management committee ineetingsheld: 0.3
- IstheriamieatSarpanchdisplayedonicitizeninformationboardsofallRD&PRschemessYes/No
- \leq AreSarpanuhsbeinginvolvedinstart/maugurationofactivities:Yes/No
- $\times \times \times \leq$ Whethersubjectshavebrenassignedbythe Sarganchtothe Panchs/Yes/No
 - Whethergrievancesredressalboxisinstalled Yes/No-
- NoofgnevancesreceivedperfamingtoPanchayatlevel: will NoofgnevancesdisposedofatPanchayatlevel: will when the second second
- × Whether the Sarpanch/PanchayatSecretaryhavedigitalsignatures.Yes/No
- Whether all MGNRES 14th FC payments are being made by Sarpanch through Digital Signature Certificate (DSC): YEs/ No



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

- SDGs AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY MARCH2024
- STATUS OF WORKS UNDER THE FOLLOWING SCHEMES

Clean and green village

- Initiatives taken by the Panchayat for managing Solid and Liquid Waste Soakage and Composed Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas
- Panchayat been done? Yes/No. If No, reason, thereof. 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 2es.
- Has the Climate Resilience Plan been developed for the GP? Yes /No
- irrigation, water conservation measures and conservation of wetlands. 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 Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy
- Whether schools have started segregating waste Xo
- Ĭ. Whether schools have their own compost/soakage pits for solid/liquid waste management $N\!D$.

- Are meetings related to Village Health and Sanitation Committee being held regularly?
- = Do all the eligible individuals been provided the Golden Card? Y
- 3 Are all the Children being immunized as per the Schedule recommended by Govt. of India? ${f y}$
- Are all the eligible individuals been vaccinated against COVID-197 λ
- Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal checkups? Y
- 5 5 Whether all the deliveries were institutionalized or conducted by trained Midwives?

Water sufficient village

- Do all the IHHs in the Gram Panchayat have water pipeline connections? N
- Ĕ Whether Gram Panchayathas taken steps for grey water management. If Yes please specify N
- В Do all the IHHs in the Gram Panchayat have toilets?
- Ŷ. Are all the intestollers functional or not?
- Did will the Schools-Angahwadi centers have a toltet facility or not?
- Are all the solvers in the schools Aaganwad functional princt? §
- Whether Gram Fachachayat Bhawan has separate toilets for women or not No 4. Bhawch

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Child Friendly village

- Do all the children under the age of 0.6 years been enrolled in the Anganwadi centers for pre-
- Ξ
- 3 Whether the issues raised by Bal Sabha are addressed during the Gram Sabha, Yes/NO How many Bal Sabha's were organized in the Gram Panchayat---
- Whether Gram Panchayat is tracking the data related to dropout children and children with irregular
- Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No

Village with good governance

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- Is CSC located in the Gram Panchayat Bhawan or not? No
- Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or
- Ξ Does the Gram Panchayat has its building or not?
- 3
- 5 Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Is the Gram Panchayat office functional or not? Yes, Hirest.
- Is Social Audit of earlier Schemes/Programs carried out or not?

≤.

- Poverty free and enhanced livelihood village

- Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify Have all the eligible households registered in PDS or not?
- Has Gram Panchayat provided space for Self-help Groups in PanchyatGhar for holding meetings or
- Have all the eligible households been registered for Pension or not? γ
- Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? λ Has Job Cards been distributed to all the eligible individuals under MGNREGA? λ
- (I) Has Gram Panchayat facilitated SHGs for Bank Account Linkages? 😽

Socially secured village

- Whether Gram Panchayat is maintaining data related to Differently Abled People? $\, {f y} \,$
- Is Gram Panchayat Office Disabled Friendly or not? Y
- Are provisions for a separate Budget under the Resource Envelope for Women and Children made or
- Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets barrier-free access, etc., or not?
- Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc?
- Are all the eligible households getting benefits from IAY or not?

Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/

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

Number of women beneficiaries headed households covered under PDS

3

3 Number of beneficiaries (out of total eligible population) receiving social protection benefits under

< Pradhan Mantri Matritva Vandana Yojana...... 🐧 🖒

Whether GP has a Community Hall with access to electricity, furniture, water supply. Whether the Disaster management plan is available at the GP Level (Yes/No)

F Whether child-friendly park with required facilities is available in GP (Yes/Nd)

Whether street lights are provided in public places for ensuring safety (Yes/Nb/ Whether the GP has easy access to Godown for storage (Yes/Ne

DAY 2 ACTIVITIES

Sensitize village residents about myScheme" portal (myscheme in) which includes information about all

(Scheme Material available from https://jkpanchayat.in/b2v4.php) the schemes being run by Central/ State/ UT govt across the country

DAY 2 ACTIVITIES

available at https://jkpanchayat.in/b2v4.php)
COMMITTEE MEMBERS 7 register (PBR) of that panchayat and review if Biodiversity Management Committee constituted for that tion of biodiversity and sustainable utilization of biological resources. He should check People Biodiversity panchayat is holding minimum 4 meetings in a year and meeting once in every 3 months (Role of BMC Hold meeting of the Biodiversity Management Committees to deliberate on issues pertaining to conserva-

PAST 4 MEETING DETAILS- DATES, MINUTES PHOTOS $\hat{\mathcal{M}}$ BIODIVERSITY REGISTER PHOTOS - ~ A

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DAY 2 ACTIVITIES

Village

AGENDA 4

sabha and get it approved. prepare Village development plan for village, in consultancy with Gram panchayat, discuss it in gram Visiting officer shall also plan and conduct panchayat level convergence meeting of all departments and

(GPDP format available on https://jkpanchayat.in/b2v4.php)

In addition GPDP plan shall also include:

Specific product which needs to be developed Tourist places which need to be developed

Tourism-home stays

training is to be given 20 candidates for training under Himayat scheme alongwith trade in which

DAY 2 ACTIVITIES

AGENDA 5

Ensure saturation of following schemes and give status:

PM kusan sammannidhi	Kisan credit card	Domicile certificate	Disability pension	Widow pension	OLD AGE pension	Janani suraksha yojana	Golden Health Card under Ayushman Bharat	NAME OF THE SCHEME
رن پ	7	1 -9	150	-9	43	11	1476	TOTAL ELIGIBLE BENEFICIARIES IN THE VILLAGE
33	53	19	(00)	A	64	04	1298	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME
	Not Elipible	1	Left out applied	1	1	Due to lave of	Andhu and not mailable.	REASONS FOR PENDENCY

BACK TO VILLAGE PHASE-IV (151" OCT TO 3" NOV)

Registration of village com-	Registration of village ven- dors on GEM portal	Land pass book		
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Incomplete buildings/pro- jects	Registration of village con- tractors on PWD portal	Registration of village con- tractors on Jetenders portal	Registration of village ven- durs on GEM portal	Larid pass book
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	1850 c Ot 1929.	1	1	not industed

DAY 2 ACTIVITIES

NASHA MUKT ABHIYAN AGENDA 6

- Whether gram sabha resolution passed Yes
- Details of activities conducted :- Fled ged.
- Whether all activities and GS resolution uploaded on Jkpanchayats.in portal $-\mathcal{Y}$ es
- How many drug addicts in the village $\sim \lambda$
- Whether reported to the Deputy Commissioner $\, N \, \hat{\cal M} \, . \,$
- How many registered for rehabilitation under government programme $|\mathcal{L}_i|^{\ell}$.

DAY 2 ACTIVITIES

under

Village

AGENDA 7 SOCIAL AUDIT

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

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DAY 2 ACTIVITIES

AGENDA 8

MAHILA SABHA

Total women in the village above the age of 18 - 258

Total attended - 33

Proceedings: -

(Plinsert pointers to be discussed there - refer palli 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 _ 臭ゝ

Proceedings: - took for usur of the of Oly ground in Panhay at.
(Plinsert pointers to be discussed there - refer palli proceedings)

BACK TO VILLAGE PHASE-IV (15TH OCT TO 3 PO NOV)

DAY 2 ACTIVITIES

INAUGURATIONS

AGENDA 10

								INAUGURATIONS SR ASSETS NO. INAUGR
Any other to be identified at district level	JiM assets/projects	Village Cultural events	Sports kits	Amni sarovars	Swachh gram projects- segregation sheds etc.	PMAY houses if any ready for maugra- tion	VILLAGE HAAT under IKSREM (SUN- DAY MARKET)	ASSETS/ACTIVITIES
١	taid foundation of 55m.	organised of 1915.	8778	pri l	N5.1	6 Mold Stop	ted Parky	STATUS OF THE ASSET/ACTIVITIES INUMBÉR, OTHER DETAILS)
	Yes	Jes.	8, 1	er) (874.		House Yes	GEO-TAGGED PHOTOS

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OVERALL PERCEPTION OF FUCNTIONING OF GOVERNMENT DEPARTMENTS

BEST DEPARTMENT: RDD.

LEAST RESPONSIVE DEPARTMENT: - Fixed / RADK.

GENERAL ASSESSMENT OF THE VISTING OFFICER

V Cert		III (The v	II Majo	Any
Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Overall Rating of govd functioning as given by the Panchayat (Scale of 0 to 10) -68 -	Overall assessment of the Wist and suggestions and payment of the Wist and suggestions. The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions.	jor/ urgent public demogds that was viewe reflected earlier but have got been addressed so far.	Any major complaint brought to the notice of the Visiting Officer Lands of Comula Douton is the Bolish

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Signature of the Visiting Officer distant.

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Department of Rural Develompent and Panchayati Raj Government of Jammu & Kashmir