







# **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

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 trainors 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 82V4 to be uploaded by	Visiting Officers	Nov 10	DCs to supervise and ensure that data of all Panchayats is upload- ed by the visiting officer within the period specified







# GENERAL INSTRUCTIONS

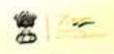
- The visiting officer shall refrain himself/ herself giving or offering any commitment on behalf of the government and shall adopt an unbiased attitude in reporting issues. As far as possible, his/her observation should be based on a fair and analytical view emerging from his/her interaction in the
- He is going to the village as planning officer, not for sanctioning any works or for making any com-2.
- 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 3. 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 activi-4. 5. ties 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 6. www.jkpanchayat.in portal, before they leave panchayat.
- 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. 7.
- In addition attention may be given to the following areas 8.
- Make full use of Centrally Sponsored Schemes a.
- Saturation of individual beneficiary schemes ъ.
- Self-employment schemes
- Bank linked schemes- including departmental subsidy schemes C ď.
- Empowerment and transparency through digital initiatives e.
- Effectiveness of grass roots machinery f.
  - Patwari, VLW present and available ì.
  - Available funds utilized in public interest and as per Gram Sabha resolutions H.
  - Fairness in governance iii.
  - CSS/Individual beneficiary schemes etc iv.
  - BrashtacharMukt J&K V.
  - Bhai Mukt J&K

2

NashaMukt J&K vii.

17





Name: From Ohmand Darl
Designation: Lectural  Department/ place of posting: Education/ BUSS Transform
Mobile No: 2491241544
1 1 (a) 5 (word + 5) (v)
Home District: Kuljusara
and solv octors
Dates of visit:
dated by the visiting officer and missing details to be filled)
Name of the Panchayat:  Name of the Panchayat:  Name of the Panchayat:  Name of the Panchayat:
Name of the Panchayat:  Local Government Directory(LGD) code of the Panchayat:
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Name of the Panchayat:  Local Government Directory(LGD) code of the Panchayat:  Name of CD Block:  Name of Tehsil:  Name of District:  Name of District:  Name of Panchayat Profile:  No. of revenue villages in the Panchayat:
Name of the Panchayat:  Local Government Directory(LGD) code of the Panchayat:  Name of CD Block:  Name of Tehsil:  Name of District:  Name of Dis





#### 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.

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

Department	Name	Designation
RDD	Muchter K	ain AE
PDD	Mindakin	dulf GRS
Food and Sub	buy Palin Mine	with store keeper
DOD	Manzon At	shewn PDL
Forest.	Nazid Ah	may tabel
touth services	8 splts 10 Fayory	Did Eighty Terro
Mohal Acres Per	Morrie Arny	D + alega W
Hort culture	· Janver	h ishi class it
PHE	Habibular	N BY HEM
Health	Elahore	· Males Dathwar
Revenue	With a thou	energy Across
Health	1	eagen Woken
Agricultures	1979	the DC office:

Department	Name	Designation	
Department			
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			_







#### DAY 1- ACTIVITIES **AGENDA 1: PANCHAYAT ASSET REGISTER**

#### Infrastructure:

- Panchayat Ghar Infrastructure 1.
  - a. Govt building/private
  - b. New/needing repairs
- Furniture (Y/N) 2.
- Computer/printer (Y/N) 3.
- Internet (Y/N) 4.
- Telephone (Y/N) 5.
- Toilet (CSC/part of panchayat ghar) (Y/N/ 6.
- Water (Y/N) 7.
- Electricity (Y/N) 8.
- Bank branch (Y/N)
- CSC (Y/N) 10.
- Patwarkhana (Y/N) 11.
- Village haat (Y/N/ 12.
- Playground (Y/N) 13.
- School-14.
  - Kindergarten (Y/N) a.
  - Primary (Y/N) b.
  - Secondary (Y/N)
  - College (Y/N) d.
  - University (Y/N)
- Anganwadi Centre (Y/N) 15.
  - (gbvt/private) a.
  - Total children enrolled
- Amrit Sarovars details, location, condition ( N니 ) 15.
- Government offices- details, whether functional or not 16.
- Ration shop (Y/N) 17.
- Places of tourism importance names, little details on historical/cultural importance 18.
- Village heritage sites/ treks- names, little details on historical/cultural importance VLW Office (Y/N)

  Primary Healthcare Centre (Y/N). Health and wellness centre, 2013

  List of Incomplete Buildings- names, year of construction, Community centre, 2013

  List of Underutilized Buildings- names SSA School buildings at Shirlen Mahalla 19.
- 20.
- 21.
- 22.
- 23.

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

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### **DAY 1-ACTIVITIES**

#### AGENDA 2:

## DIFFERENT INSTITUTIONS/INFRASTRUCTURE PROJECTS TO BE VISITED

AMRIT SAROVARS	Visit, verify	COMMENTS
Khidmat Centres	Create /Generate awareness on 225 schemes particularly G2C schems Aapki Zamin Aapki Nigrani, Beams, Janbhagidari, Digital J&K	Prelent in village.
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors	- h'u -
Incomplete buildings/pro- jects	Verify whether identification and redistribution done	Community center, alored - Parket bold
PDS	Visit, evaluate, online status	Batisfact of -AAT and BFC
PHC	Visit- evaluate, status of staff, equipment and quality	Nit available
Youth clubs	Meet, interact, seek suggestions	interacted with put
SHG	Meet, identify problems, seek suggestions	lack of various fairthe
PMAY	Inspect, Inaugurate	Done.
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff	Done, infrastrutus
Swachh SBM	Evaluate	Satisfaction.
Panchayat play ground, Sports kits distribution Village games	Ensure, verify, Participate in at least one game in the playground	skels improvement
Har Gaon Hariyali, Planta- tion drive	Evaluate status, feedback	No. of plants have been blanted before
/illage cultural event Dangal/ Haat/Mela	Participate in; ensure that it is held	Done.
xhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V	All de lastments
al Jeewan Mission verifica- on-WSS/JSD jectricity supply	Verify	supplied had no we



List & 15 Self employment youth Aloose sheep farm. 1. Joshad Damed Malik 5/0 As Ahad = So, tring Amned that So GE mold = -do-30, Asfet Almed Halik Sp. M. young = -d, -4., Asim Almad bhllk of M. Amin = 5., Asis Oxmal Halle Sp. Basha Almad= poultry 6, Takir Armed Halk = Sheep farm. in Mushtag Ahmad Sheed of Toais sheed = sheep from. Pr. St. Quyoon Stat So G. Yassan lat = pontoy 90, Usual Allika mis So GB, rabi = poultoy 104, Tanvels molindin Shah & Ils Molindin - Sheep. \_ 11., Danish Manzoos malie of. Manzoos = pontby - By Showkat thox h. Barthies thox = pronttory - By Jugar Ax. Blut So. Ih Order =-do-14, Fayer Star Rollsmound = Sheep. 15.1 Farherd Homeil So Gong-ul sheith = Sheep, FAROUR SK. DW V. Mies





## **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**

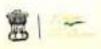
#### AGENDA 5

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

#### DAY 2

- a. No of Individual Compost Pits constructed 5
- b. No of Individual Soak Pits constructed
- V. No.ofBiodiversity management committee meetingsheld: 0 4
- VI. IsthenameofSarpanchdisplayedoncitizeninformationboardsofallRD&PRschemes:Yes/No
- VII. AreSarpanchsbeinginvolvedinstart/inaugurationofactivities:Yes/No
- VIII. Whethersubjectshavebeenassignedbythe Sarpanchtothe Panchs:Yes/No
- IX. Whethergrievancesredressalboxisinstalled:Yes/No
- X. NoofgrievancesreceivedpertainingtoPanchayatlevel: 05
- XI. NoofgrievancesdisposedofatPanchayatlevel: 05
- XII. Whetherthe Sarpanch/PanchayatSecretaryhavedigitalsignatures: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:

	N RESOURCE AVAILAE	NUMBER5	_	The state of the s
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	Rural development department: BDO JE GRS TA	01 01 01	01 00 01	Mudwind Joust Miss Shudad Ahmael
2	SCHOOL EDUCATION: TEACHER HEAD MASTER ANY OTHER	10	01	Muselah. An Mir
3	JAL JEEVAN:	اه		
1	PDD: LINEMAN JE ANY OTHER (PDL)	01	00	Showket. Ah. Kil Manzord. Ah. Shi Rahil. Mushtrish (Store Keeper)
5	FOOD & CIVIL SUPPLIES	01	0-1	(store keeper)
6	AGRICULTURE & ANIMAL HUS- BANDARY	00	0-0	
7	SOCIAL WELFARE	φo	00	
	HEALTH: ASHA ANM AYUSH DOCTOR ALLOPATHIC DOCTOR	05.		
9			0	1 Mond sunti







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# DAY 2-ACTIVITIES

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 Panchayati Raj Day (Copy of the resolution to be taken from www.jkpanchayat.in portal under the link of Gram Swaraj Month)

- SDGs AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY MARCH2024: 1.
- STATUS OF WORKS UNDER THE FOLLOWING SCHEMES: 2.

1	Clean	and	green	village
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- Initiatives taken by the Panchayat for managing Solid and Liquid Waste No fruither
- Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas
- solar light brodet in Dibeline Has mapping of land use, water bodies, forest, slopes, wet lands, degraded forest within the Gram Panchayat been done? kes/No. If No, reason, thereof\_
- Has the Climate Resilience Plan been developed for the GP? Yes /Noiv.
- 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. No. Salis factory works
  Whether schools have started segregating waste \( \delta \ell \).
- Whether schools have started segregating waste + e.s.
- Whether schools have their own compost/soakage pits for solid/liquid waste management

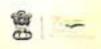
## 2

- Are meetings related to Village Health and Sanitation Committee being held regularly? Held by Do all the eligible individuals been provided the Golden Card? All and net goods Tell i)
- Are all the Children being immunized as per the Schedule recommended by Govt. of India? fii) iii)
- Are all the eligible individuals been vaccinated against COVID-19? べら
- Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal checkups? ゴル V)
- Whether all the deliveries were Institutionalized or conducted by trained Midwives? べら vi)

# Water sufficient village

- Do all the IHHs in the Gram Panchayat have water pipeline connections? NO 3 i)
- Whether Gram Panchayat has taken steps for grey water management. If Yes please specify ii)
- Do all the IHHs in the Gram Panchayat have toilets? Hii)
- Are all the IHHs tollets functional or not? 그 영
- Are all the toilets in the schools/Aaganwadi functional or not? (v) V)
- vi)
- Whether Gram Pachachayat Bhawan has separate tollets for women or not?





Child Friendly village

Do all the children under the age of 0-6 years been enrolled in the Anganwadi centers for preschooling? Yes/NO

How many Bal Sabha's were organized in the Gram Panchayat-

- Whether the issues raised by Bal Sabha are addressed during the Gram Sabha. Yes/NO
- Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO.
- Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Wes/No

Village with good governance 5

- Is CSC located in the Gram Panchayat Bhawan or not? \@\$
- Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or Does the Gram Panchayat has its building or not? This but in Yely had condition ii).
- iii) iv) Is the Gram Panchayat office functional or not?
- Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? 145
- Is Social Audit of earlier Schemes/Programs carried out or not?

Poverty free and enhanced livelihood village 6

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

Socially secured village 7

Whether Gram Panchayat is maintaining data related to Differently Abled People?

Is Gram Panchayat Office Disabled Friendly or not? No

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,

- Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? No .

  Are all the eligible households getting benefits from IAY or not? No, bearing Sandimed Carlos v) are limited





- B Engendered Development in Village 1)
- How many Mahila Sabito's were organized in the Gram Panchayat-In
  - Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/
- Whether GPs have taken steps for increasing women's participation in Gram Sabha(Yes/No) iii)
- Number of women beneficiaries headed households covered under FUS
- Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Malritva Vandana Yojana....
- Self-sufficient infrastructure in the village
- Whether GP has a Community Hall with access to electricity, furniture, water supply, toiler. Community hall is there but not in use
- Whether the Disaster management plan is available at the GP Level (160/No)
- Whether child-friendly park with required facilities is available in GP (Yes/No)
- iv. Whether the GP has easy access to Godown for storage (Yes/No)
- Whether street lights are provided in public places for ensuring safety (Yes/No)

## 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 conserve tion 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 montificate of BMC available at https://jkpanchayat.in/b2v4.php)

COMMITTEE MEMBERS

PRESENT

ni@ni@ni@ni@a

BIODIVERSITY REGISTER PHOTOS

PAST 4 MEETING DETAILS- DATES, MINUTES PHOTOS

No meetings held.





# **DAY 2 ACTIVITIES**

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

In addition GPDP 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

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	1941	1150	Andler issues	
Janani suraksha yojana	1110	110	-	ds
OLD AGE pension	237	161	Switch Cument	thin is
Widow pension	15	15	1	
Disability pension	61	61		
Domicile certificate	1941	3.0	Remont apply	1
isan credit card	324	275	only 275 how	re appli
M kisan sammannidhi	324/75	175	*	





DAY

AGEND

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Land pass book	725	120	Remonings
Registration of village ven- dors on GEM portal	_		- Paul
Registration of village con- tractors on jktenders portal	-2ª_	23	_
Registration of village con- tractors on PWD portal		02	_
incomplete buildings/pro- ects	. Alooser Rich	haj kod	

### **DAY 2 ACTIVITIES**

#### AGENDA 6 NASHA MUKT ABHIYAN

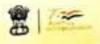
- Whether gram sabha resolution passed → &\$
- 2. Details of activities conducted
- Whether all activities and GS resolution uploaded on jkpanchayats.in portal
- 4. How many drug addicts in the village Nご
- Whether reported to the Deputy Commissioner —
- How many registered for rehabilitation under government programme —

20

Sheet historiday.







## 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	APPROVED	C SETHER AVOIRCEXECUTED SETTE SCHOOLS	INGGED PEIOTOS	ANY GRIEVANCE RECORDED RELATING TO THAT WORK
MGNREGA	Protection in	12021-22	11.98	Yes	1703	No
PMAY	House of	202/-22	1.30	Yes	1700	No.
IHHL UNDER SBM-G	1444 of term	2021-22	0.12	Tes	1 tes	No
CSC UNDER SBMG	NY /	Ĭ				
AMRIT SAROVARS	NU					

# **DAY 2 ACTIVITIES**

**AGENDA 8** 

MAHILA SABHA

696 Total women in the village above the age of 18

Total attended 30

Proceedings:

(PI insert 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 20

Proceedings:

(PI insert pointers to be discussed there – refer palli proceedings)

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

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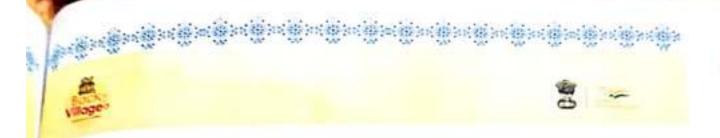


## **DAY 2 ACTIVITIES**

#### AGENDA 10

#### INAUGURATIONS

SR NO.	ASSETS /ACTIVITIES INAUGRATED	STATUS OF THE ASSET/AC TIVITIES (NUMBER, OTHER PHOTO DETAILS) GEO-T	AGGED OS
	VILLAGE HAAT under JKSRLM (SUN- DAY MARKET)	one to Luck of facility	
	PMAY houses if any ready for inaugra- tion	of facility	
	Swachh gram projects- segregation sheds etc	one in pipeline	
	Amrit sarovars	NY	
	Sports kits	NJ	
	Village cultural events	Dine.	
	JJM assets/projects	Nid	
	Any other to be identified at district level		



## 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)

Action taken	Remarks 4	
nds-BZV1		
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BACK TO VILLAGE PHASE-IV (15™ OCT TO 3™ NOV)	23

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IV.	Major Problems-82V2		-		
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5 V.	Major Problems- 82V3				
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VI.	Major Complaints- B2V1	/ "			
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1	Major Complaints- 82V2				
1			-		
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3					
	Major Complaints- B2V3	T 11	N'a-/ h	/ / II LA	. /
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# OVERALL PERCEPTION OF FUCNTIONING OF GOVERNMENT DEPARTMENTS

BEST DEPARTMENT:

LEAST RESPONSIVE DEPARTMENT:

# GENERAL ASSESSMENT OF THE VISTING OFFICER

	Any major complaint brought to the notice of the Visiting Officer: Incomplete family of July
1	Auty major company ocos
11	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so last inner lines -
ш	Overall assessment of the visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions)  A Lot has been deal : Merelle marrie budglery provisions needs tions)
IV	Overall Rating of gover functioning as given by the Panchayat (Scale of to 10)  Asialtra=07 100= 07, R.O.D=09, Education=08, R&B=06, Sheep=040 PHE=3.
v	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days  = 24 is perfenent to mention that among all fertiline workers, the =  wrk, lenduct, & professionalism exhibited by the GRS ancerned =  wrk, lenduct, & professionalism exhibited by the Said GRS was =
/-	nock, lendact, & professoralism exhibited by the 9th little said 9ks was = kempined excellent, public ornion about the said 9ks was = kempined excellent, public ornion about the said 9ks was expected that the service one of extreme Satisfaction, of in therefore sequented that the service one of extreme Statisfaction, of in therefore sequented to the profess remains formistle strong the signature of the Visiting Officer ture of Satisfaction  Samualed to him. Signature of the Visiting Officer Name. Taroon Mr. Den  Lovely reform  South Aforter.
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