# BACK TO VILLAGE- PHASE IV (15TH OCTOBER TO 3RD NOVEMBER)

### 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**

Training of district RDD trainors on B2V4	Deployment of Staff DCs to Panchayats and serving of orders on deployed officers	Deputation of Sectt GAD staff/HoDs	Jan abhiyan	ACTION
RDD	DCs	GAD	All departments	RESPONSIBILITY
Oct 26	Oct 25	Oct 14	Oct 15 -25 <sup>th</sup>	LATEST BY
	DCs will deploy senior level staff from the districts. Strict action to be taken against absentations. No exemptions to be given	Done	Going on	REMARKS

uploaded by	Data of Bown	completed by	Field Visits to be Visiting Offi	officers Of Visiting DCs
Visiting Officers		Aratura Officers	Visiting Offi	DCs
Nov 10		Nov 3		Oct 27
DCs to supervise and ensure that data of all Panchayats is uploaded by the visiting officer within the period specified	within the period specified	that each Panchavat is visited		THE RESIDENCE OF THE PARTY OF T

# INSTRUCTIONS FOR THE VISITING OFFICER (DAY WISE)

c. Collect ATRs on issues raised during previous 3 phases from the office of Deputy Commissioner (Planning deptt)

AWC, FPS, schools, etc	The state of the s	
9. Visit and inspect all government establishments including PHE,		
8. Check effectiveness of Centrally sponsored schemes		
convergence meeting of all departments	The second second	
7. Visiting officer shall also plan and conduct panchayat level		
Janbhagidari, AapkiZaminAapkiNigrani, Digital J&K		
on 225 schemes particularly G2C schemes like BEAMS,		
6. Inspect Khidmat (CSC) Centres and create Generate awareness		
5. Visit atleast 2 amritsarovars and get its geo tagged photos		
talent hunt/cultural event/youth activity		
4. Participate/ensure organization of sports activity in playfield,		
3. Inspect JKB/PSB counters/outlets		
schemes		
2. Ensure exhibition by different depts. about individual beneficiary		
1. Ensure that all front line workers of different deptts are present.	Keach the village	Day I
✓ Any other activities identified by different departments		7
officer.		
Various certificates/ benefits to be distributed by the visiting		
i. Lists of beneficiaries for:	-	
✓ List of agriculture scheme beneficiaries		
✓ List of SHGs		
<ul> <li>List of pension beneficiaries.</li> </ul>		

	Day2	
	With all stakeholders- deptt officials and panchayat members	
nformation about all the sci	<ol> <li>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 Panchayti Raj Day.</li> <li>Sensitize village residents about myScheme" nortal</li> </ol>	wherever deficiencies found, lead a drive to achieve all deliverables  11. Assess effectiveness of sanitation campaign in the panchayat  12. Ensure self employment activities for 15 youth per panchayat  13. Wherever possible, distribute employment letters for people selected under various government employments  14. In the evening, hold inormal 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  15. Open discussion on Nasha Mukt Abhiyan

- 3. Hold meeting of the **Biodiversity Management Committees** to deliberate on issues pertaining to conservation of biodiversity and sustainable utilization of biological resources.
- Prepare Village development plan, in consultancy with Gram panchayat, discuss it in gram sabha and get it approved.
- 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
- Ensure registration of village vendors needed for any scheme, on GEM portal
- Ensure panchayat contractors registration
- 12. Encourage Panchayat members for importance of plantation drive in Panchayat under Har Gaon Hariyali
- 13. Ensure painting on digital J&K in panchayat ghars
- 14. panchayat ghars Ensure painting on panchayat activites and CSS
- 15. the infrastructure present in these are good enough. playfields present in the panchayat for kids and students, if The visiting office shall check no of kindergarten and

- Hold meeting with panchayat members to discuss about corruption menace and steps required to make J&K corruption free
- Obtain a candid assessment about performance of various deptts including fair feedback about discrepancies in functioning
- Check the status of Nasha Mukt Abhiyan and reporting of drug addicts to Deputy Commissioner.
- through Village Cooperative Identify Homestays, provide support for tourism activities Identify Tourist Destinations, Circuits, Theme
- 20. Organize Talent Hunt at Panchayat Level
- schemes: Conduct social audit of atleast 5 works under following
- a. MGNREGA
- b. PMAY
- c. IHHL toilets and payments
- d. CSCs
- e. AMRIT SAROVARS
- proceedings in the format given Hold a mahilasabha and a balsabha and
- Inaugurate village haat under JKSRLM
- Check if youth clubs are formed in the panchayat and what

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- members Organize a village level cultural event to engage panchayat
- 26. Sensitize GP about E-kitab kosh an initiative of J&K Govt for empowering youths through online digital literacy

### GENERAL INSTRUUTIONS

- 1. 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
- 2. He is going to the village as planning officer, not for sanctioning any works or for making any interaction in the village.
- 3. While preparing village development plan, he has to ensure that, demands are prioritized and administrative deptt under CSS/UT plans under intimation to DCs and rest of the works to DCs reflected under available schemes, wherever necessary the larger works are to be referred to for reflecting it under district/CSS plans
- 4. His work shall be hard core planning and audit and is not a PR exercise.
- 5. 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.
- 6. In addition attention may be given to the following areas
- a. Make full use of Centrally Sponsored Schemes
- Saturation of individual beneficiary schemes
- Self-employment schemes
- d. Bank linked schemes- including departmental subsidy schemes
- e. Empowerment and transparency through digital initiatives
- f. Effectiveness of grass roots machinery –

- Patwari, VLW present and available
- Available funds utilized in public interest and as per Gram Sabha resolutions
- iii. Fairness in governance
- v. CSS/Individual beneficiary schemes etc
- v. BrashtacharMukt J&K
- i. Bhai Mukt J&K
- vii. NashaMukt J&K
- 7. The PRI members (Sarpanchs, Panchs, BDC Chairperson) shall be kept at the forefront of all activities and given due importance and the approach should be to strengthen them and Sarpanch/Panch are present at the time of inauguration and ceremonies. make them feel empowered. He/she shall ensure that the BDC chairperson and
- 8. The visitingofficer shall ensure that COVID protocols are strictly followed during the visits

mil. com.	3	Designation: Agriculture extension officer of	Name: Paris Ahmed Wani	A) Detailed (bzv4) October 2/ to November 2
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posting:

officer and missing details to be filled) B)LocationaldetailsofPanchayat: (to be pre-filled, information to be taken from the previous phases booklets/summarized excel sheet uploaded on <a href="mailto:lkpanchayat.in/b2v4.php">lkpanchayat.in/b2v4.php</a>) (to be validated by the visiting

Dates of visit:

Name of the Panchayat: Champeth.

Local Government Directory(LGD) code of the Panchayat: 816116

lame of CD Block:	L'arghpora.
ame of Tehsil:	Start Done
ame of District:	Basamula.

C)PanchayatProfile:

No. of revenue villages in the Panchayat:

9

No. of hamlets in the Panchayat:

40

No. of households in the Panchayat:

13 . N 20

Population (approx) of the Panchayat: 4380.

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

DA

FrontlineOfficers/Officialswhowereassignedtothe Panchayatfortheprogramme:

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Detailsofabsentemployeesvis-à-vislistfurnished bytheDC office:

1	1	1	1	Department
1	1	)	1	Name
1	)	1	)	Designation

# AGENDA 1: PANCHAYAT ASSET REGISTER

### Infrastructure:

 Panchayat Ghar Infrastructure New/needing repairs Govt building/private

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. Patwarkhana (Y/N)

12. Village haat (Y/N)

13. Playground (Y/N)

14. School-

a. Kindergarten (Y/N) b. Primary (Y/N)

14

- · Secondary (Y/N)
- 15. Anganwadi Centre (Y/N) e. University (Y/N)
- a. (govt/private)
- b. Total children enrolled
- 15. Amrit Sarovars-details, location, condition well and 15 Hect., Sar Yakponfelanter; not one lated
- 16. Government offices- details, whether functional or not
- 17. Ration shop (Y/N)
- 18. Places of tourism importance names, little details on historical/cultural importance
- 19. Village heritage sites/ treks- names, little details on historical/cultural importance

20.VLW Office (Y/N)

- 21. Primary Healthcare Centre (Y/N),
- 22. List of Incomplete Buildings-names, year of construction -> VIIC. Since 2019.
- 23. List of Underutilized Buildings- names

+ NT ( Naib Telesilder office) Pendig Since 2010.

**EXHIBITION OF SCHEMES** DANGAL/HAAT/MELA HAR GAON HARIYALI, PLANTATION DRIVE | Evaluate status, feedback VILLAGE CULTURAL EVENT VILLAGE GAMES continues for the entire duration of B2V Participate in; ensure that it is held Ensure that every department participates and that it rolley ball; cricket,

Is Plantation at Kinchaged ghar.

# AGENDA 2: DIFFERENT INSTITUTIONS/INFRASTRUCTURE PROJECTS TO BE VISITED

playground	SPORTS KITS DISTRIBUTION V
Ensure, verify. Participate in at least one game in the	PANCHAYAT PLAY GROUND
Evaluate	SWACHH GRAM SBM
students and staff	SCHOOLS- WATER, TOILETS, STAFF
Visit, check for water, electricity, sanitation, meet	MY SCHOOL, MY PRIDE PROGRESS;
Inspect, Inaugurate	PMAY
Meet, identify problems, seek suggestions	SHG
Meet, interact, seek suggestions	YOUTH CLUBS " " "
Visit- evaluate, status of staff, equipment and quality	PHC Encomblete Projed Since 2019.
Visit, evaluate, online status	PDS 30
Verify whether identification and redistribution done	INCOMPLETE BUILDINGS/PROJECTS
b) Number of visitors: a S.	counters/outlets
a) Status of counter - Suish day	CSC counters/JKB/PSBX
Beams, janbhagidari, digital J&K	anailable needs one.
particularly G2C schemsAapkiZaminAapkiNigrani,	to no bud med centre
create Generate awareness on 225 schemes	KnidmatCentres and 4.
Visit, verify	AMRIT SAROVARS
	200

AGENDA 3: SATURATE JAN BHIYANDELIVERABLES AND RECORD DEFICIENCIES IF ANY

### AGENDA 4:

# SELF EMPLOYMENT ACTIVITIES

under various social schemes: Ensure Self-employment activities for youth, distribute employment letters for people selected

Number of cases in different categories sanctioned

Details of the bank sanctioning it

Total amount involved

### DAY 1 ACTIVITIES

### AGENDA 5

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

7		
D,	DAY 2 Any other	The second secon
42 CF	Check functionalityLorusahlesayats (data filled in the excel sheet and B2V1-3 reports to be validated and gaps to be filled)	eet and B2V1-3 reports to be
T		
= =	II. soll JPRANIPAB mittee details	
11.	III. Swachta Status - Village is ODF or ODF +	STATE OF THE BOOK
	a. No of Individual Compost Pits constructed	
	b. No of Individual Soak Pits constructed	
<		
≤.		rdsofallRD&PRschemes:Yes/
<u>\</u>	Ngyush Doctor VII. ArAโอเคลาเลียง Doctor VIII. ArAโอเคลาเลียง Doctor	rities:Yes/No
1	III. Whethersubjectshavebeen assigned by the Sarpanch to the Panchs: Yes/No	the Panchs:Yes/No
×	IX. Whethergrievancesredressalboxisinstalled:Yes/No	

X. NoofgrievancesreceivedpertainingtoPanchayatlevel:

NoofgrievancesdisposedofatPanchayatlevel:\_

through Digital Signature Certificate (DSC): Yes/ No Whether all MGNREGA/ 14th FC payments are being made by Sarpanch Whetherthe Sarpanch/PanchayatSecretaryhavedigitalsignatures:Yes/No

# HUMAN RESOURCE AVAILABLE AT THE PANCHAYAT LEVEL:

SR NO.	DEPARTMENT WISE STAFF NUMBERS	NUMBERS		NAMES
		SANCTIONED	ACTUAL	
	Rural development			
	department:		1	O THE REAL PROPERTY AND ADDRESS OF THE PERSON NAMED IN COLUMN TWO PERSON NAMED IN COLUMN TWIND TWO PERSON NAMED IN COLUMN TWO PERSON NAMED IN COLUMN TWO PER
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	Any other			
	JAL JEEVAN		-	National State of the Party of
			abarraton.	

HEALTH: ASHA ANM AYUSH DOCTOR ALLOPATHIC DOCTOR	SOCIAL WELFARE	AGRICULTURE & ANIMAL HUSBANDARY	FOOD & CIVIL SUPPLIES	JE Any other	PDD: LINEMAN
11	7 -	,	-		-
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21<sup>st</sup> April 22, on National PanchayatiRaj Day localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat on AGENDA NO.1 Discussion on the and assess the progress of different schemes relating to the

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

# 1 Clean and green village

		1.
-	yes.	Initiatives
	,	taken
	Lm.	by
1	individual	by the
	0	Panchayat for
	3k	for
	Pils;	managing
	acompo	Solid
field	36	and
of find like solar	Pic.	Liquid
hiogas		Waste

Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas

thereof to proper information Organity wir flund execution.

iv. Has the Climate Resilience Plan been developed for the GP? Yes /No.

If No, reasons the resilience Plan been developed for the GP? Yes /No. Has mapping of land use, water bodies, forest, slopes, wet lands, degraded forest within the

- Steps taken by the Gram Sabha about the climate change mitigation factors like reducing practices like drip irrigation, water conservation measures and conservation of wetlands. energy consumption, usage of fossil fuels, plastics, non-renewable building materials and also promote measures like planting of trees, conserving forests, usage of good agricultural
- vi. Whether schools have started segregating waste
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management

### 2 Healthy village

- Are meetings related to Village Health and Sanitation Committee being held regularly?
- Do all the eligible individuals been provided the Golden Card? w
- Are all the Children being immunized as per the Schedule recommended by Govt. of India? 1/2011
- 3 Are all the eligible individuals been vaccinated against COVID-19?
- Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal
- Whether all the deliveries were Institutionalized or conducted by trained Midwives?

## Water sufficient village

- ii) Do all the IHHs in the Gram Panchayat have water pipeline connections? he from the harme water pipeline connections?
- iii) Whether Gram Panchayat has taken steps for grey water management. If Yes please specify His pin the Gram Panchavat have toilets?

iv) Are all the IHHs toilets functional or not?

v) Do all the Schools/Anganwadi centers have a toilet facility or not?

vi) Are all the toilets in the schools/Aaganwadi functional or not?

Whether Gram Pachachayat Bhawan has separate toilets for women or not?

## Child Friendly village

- i) Do all the children upder the age of 0-6 years been enrolled in the Anganwadi centers for pre-schooling? 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
- w) Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO.

v) Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No

# 5 Village with good governance

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

# Poverty free and enhanced livelihood village

- specify BPL :-Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes
- Have all the eligible households registered in PDS or not? Wes

- Has Gram Panchayat provided space for Self-help Groups in PanchyatGhar for holding meetings or not?
- 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?
- vii) Has Gram Panchayat facilitated SHGs for Bank Account Linkages?

## Socially secured village

- Whether Gram Panchayat is maintaining data related to Differently Abled People? ガン
- ) Is Gram Panchayat Office Disabled Friendly or not?
- Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Ly.
- Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? No.
- Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? y,
- vi) Are all the eligible households getting benefits from IAY or not?

### **AGENDA NO.2**

about all the schemes being run by Central/ State/ UT govt across the country Sensitize village residents about myScheme" portal (myscheme.in) which includes information

(Scheme Material available from https://jkpanchayat.in/b2v4.php)

### AGENDA NO.3

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

COMMITTEE MEMBERS

PRESENT

**BIODIVERSITY REGISTER PHOTOS** 

PAST 4 MEETING DETAILS- DATES, MINUTES PHOTOS

#### AGENDA 4

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

(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 -

### AGENDA 5

Ensure saturation of following schemes and give status:

Domicile certificate	Disability pension	Widow pension	OLD AGE pension	Janani suraksha yojana	Golden Health Card under Ayushman Bharat	SCHEME OF THE
	24	=	36	9	gug	TOTAL ELIGIBLE BENEFICIARIES IN THE VILLAGE
950.	24	=	96	1	789.	TOTAL  BENEFICIARIES  WHO AVAILED  THE BENEFITS OF  THE SCHEME
met applied	ALC.	34.	34.	Bispate C	Adwr wis watch.	REASONS FOR PENDENCY

	Incomplete buildings/projects	Registration of village contractors on PWD portal	Registration of village contractors on jktenders portal	Registration of village vendors on GEM portal	Land pass book	PM kisan sammannidhi	Kisan credit card
NT office Pardil	NTPHC.		A STATE SCHOOL STATE OF STATE	1	3.	250.	269
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### AGENDA 6

## NASHA MUKT ABHIYAN

- 1. Whether gram sabha resolution passed
- 2. Details of activities conducted
- 3. Whether all activities and GS resolution uploaded on jkpanchayats.in portal
- How many drug addicts in the village 
   Whether reported to the Deputy Commissioner
- 6. How many registered for rehabilitation under government programme

AGENDA 7

SOCIAL AUDIT

Conduct social audit of atleast 5 works under following schemes:

	CSC	UNDER SBM-G	PMAY	MGNREGA	NAME OF THE SCHEME
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•	25	2x	73	di.	GEO-TAGGED PHOTOS
	3	. 24		No.	GRIEVANCE RECORDED RELATING TO THAT WORK

SBMG AMRIT SAROVARS

#### AGENDA 8

### MAHILA SABHA

Total women in the village above the age of 18

858 BPE

Total attended 12 -

Amerones Promder Neglige Nasher milet school.

Proceedings: informalism for Devo lolerance in Bonestie noilence.

AGENDA 9

**BAL SABHA** 

Hold a balsabha and record proceedings

Total children in the village above the age of .... 850 Approx.

Proceedings: = plantalian bolive,

- Sweeth Bahard to - continued of elimition.

### AGENDA 10

### INAUGRATIONS

SR ASSETS /ACTIVITIES NO. INAUGRATED  VILLAGE HAAT under JKSRLM (SUNDAY
VILLAGE HAAT under JKSRLM (SUNDAY MARKET)
PMAY houses if any ready for inaugration
Swachh gram projects- segregation sheds etc
Amrit sarovars
Sports kits
Village cultural events
JJM assets/projects

level identified at district

FOLLOW UP OF (B2V1, B2V2 & B2V3):(Pre filled excel sheet to be taken from district level/

and the second	Particulars Action ta	Action taken	Remarks #
NO.		2012	
Urgent Public	Urgent Public Requirements/ Demands- B2V1	ds- B2V1	
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	and the same	15 porand	
	of the course	NA.	Vadin
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	III. Major Problems – B2V1
Remarks #	/ Particulars Action taken
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			Brande	Adominated -	Agr. Done		73.	Partially Dome.	. 6%	3.	780			1
			(reguli) ogni	Marken led							1			

Suce	ground !	VIII. Major	Dries
16 100 . Kg-25	markey and sillery.	Major Complaints- B2V3	is diction mobiles of
1 Sarked.	Mobles		- Port of the
	88 , 1	in sof of school box	of other Problem