



**15<sup>TH</sup> OCT to 3<sup>RD</sup> NOV, 2022**

## KEYFEATURES

- 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

## ACTIONSANDTIMELINES

ACTION	RESPONSIBILITY	LATESTBY	REMARKS
Jan abhiyan	All departments	Oct15-26 <sup>th</sup>	Going on
Deputation of Secttstaff/ HoDs	GAD	Oct14	Done
Deployment of Staff to Panchayats and serving of orders on deployed officers	DCs	Oct25	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	Oct26	
Training of visiting officers	DCs	Oct27	
Field Visits to be completed by	Visiting Officers	Nov3	DCs to supervise and ensure that each Panchayatis visited within the period specified
Data of B2V4 to be uploaded by	Visiting Officers	Nov10	DCs to supervise and ensure that data of all Panchayats is upload- ed by the visiting officer within the period specified

## INSTRUCTIONS FOR THE VISITING OFFICER (DAYWISE)

DATE	INSTRUCTIONS	ACTIONPOINTS
Day0	Meeting with deputy commissioner and his/her team	<p>a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a></p> <p>b. Also take print outs of the summarized excelsheets of the previous phases from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a></p> <p>c. Collect ATRs on issues raised during previous 3 phases from the office of Deputy Commissioner (Planning deptt)</p> <p>d. Take prints of blank 2 booklets of B2V4 from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a>.</p> <p>Take plans for 2 previous years and ATRs from the planning deptt</p> <p>Complete trainings on different components of B2V4 being organized by respective Deputy Commissioners</p> <p>g.. Collect List of new works started/ongoing/completed during the previous and current Financial year under the following heads:</p> <ul style="list-style-type: none"> <li>• PRI 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> <p>h Plans/beneficiary lists:</p> <ul style="list-style-type: none"> <li>• MGNREGA draft plan document for the year 2022-23.</li> <li>• List of Awaas + beneficiaries along with IHHL Convergence</li> <li>• List of pension beneficiaries.</li> <li>• List of SHGs</li> <li>• List of agriculture scheme beneficiaries</li> </ul> <p>i. Lists of beneficiaries for:</p> <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>

## Day1

### Reach the village

1. Ensure that all front line workers of different deptts are present.
2. Ensure exhibition by different depts. about individual beneficiary schemes
3. Inspect JKB/PSB counters/outlets
4. Participate/ ensure organization of sports activity in play field ,talent hunt/ cultural event/ youth activity
5. GandhiKatha (suggested details uploaded on jk panchayat.in)
6. Visit at least 2 amrit sarovars and get its geotagged photos
7. Inspect Khidmat (CSC) Centres and create Generate awareness on 225 schemes particularly G2C schemes like BEAMS ,Janbhagidari, Aapki Zamin Aapki ngrani ,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 Abhi yan and wherever deficiencies found, lead 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 along with 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 Mukta Abhiyan

Day2	Have a meeting with all stakeholders-deptt officials and panchayat members	<ol style="list-style-type: none"> <li>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.</li> <li>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</li> <li>3. Hold meeting of the Biodiversity Management Committee to deliberate on issues pertaining to conservation of biodiversity and sustainable utilization of biological resources.</li> <li>4. Prepare Village development plan, in consultancy with Gram panchayat, discussing gram sabha and get it approved.</li> <li>5. Ensure saturation of soil health card and golden health card under Golden Health Card under Ayushman Bharat,</li> <li>6. Ensure saturation of Old Age Pension Scheme</li> <li>7. Ensure Domicile Saturation.</li> <li>8. Ensure KCC Saturation</li> <li>9. Ensure saturation of land passbooks</li> <li>10. Ensure registration of village vendors needed for any scheme, on GEM portal</li> <li>11. Ensure panchayat contractors registration</li> <li>12. Encourage Panchayat members for importance of plantation drive in Panchayat under Har Gaon Hariyali</li> <li>13. Ensure painting on digital J&amp;K in panchayat ghars</li> <li>14. Ensure painting on panchayat activities and CSS in panchayat ghars</li> <li>15. The visiting offices shall check no of kindergarten and play fields present in the panchayat for kids and students, if the infrastructure present in these are good enough.</li> <li>16. Hold meeting with panchayat members to discuss about corruption menace and steps required to make J&amp;K corruption free</li> <li>17. Obtain a candid assessment about performance of various deptts including fair feedback about discrepancies in functioning</li> <li>18. Check the status of Nasha Mukta Abhiyan and reporting of drug addicts to Deputy Commissioner.</li> <li>19. Identify Tourist Destinations, Circuits, Theme Treks, Identify Homestays, provide support for tourism activities through Village Cooperative</li> <li>20. Organize Talent Hunt at Panchayat Level</li> <li>21. Conduct social audit of at least 5 works under following schemes: <ol style="list-style-type: none"> <li>a. MGNREGA</li> <li>b. PMAY</li> <li>c. IHHL toilets and payments</li> <li>d. CSCs</li> <li>e. AMRITSAROVARS</li> </ol> </li> <li>22. Hold a mahila sabha and a bala sabha and record proceedings in the format given</li> <li>23. Inaugurate village haat under JK SRLM</li> <li>24. Check if youth clubs are formed in the panchayat and what activities they are engaged in</li> <li>25. Organize a village level cultural event to engage panchayat members</li> <li>26. Sensitize GP about E-kitab koshan initiative of J&amp;K Govt for empowering youth through online digital literacy</li> </ol>
------	--	--

## GENERAL INSTRUCTIONS

1. The visiting officers shall refrain himself/herself from 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.
2. He is going to the village as planning officer, not for sanctioning any work or for making any commitments.
3. 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 work to DCs for reflecting it under district/CSS plans
4. His work shall be hard core planning and audit and is not a PR exercise.
5. Every Deputy Commissioner has to ensure that at least 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 need to be issued in advance.
6. Visiting officers 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.
7. Focus of visit are youth, skills, self-employment, nasha mukt, bhrashtracharmukt, Rozgari Yukt J&K, besides to carry forward the activities during Jan Abhiyan and saturate them.
8. In addition attention may be given to the following areas
  - a. Make full use of Centrally Sponsored Schemes
  - b. Saturation of individual beneficiary schemes
  - c. Self-employment schemes
  - d. Bank linked schemes - including departmental subsidy schemes
  - e. Empowerment and transparency through digital initiatives
  - f. Effectiveness of grassroots 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. Brashtracharmukt J&K
    - vi. Bhai Mukti J&K
    - vii. Nasha Mukti J&K



9. The PRImembers (Sarpanchs,Panchs,BDCChairperson)shallbeattheforefrontofallactivities and givendueimportanceandtheapproach shouldbetostrengthenthemandmakethemfeelem-powered.He/sheshallensurethattheBDCchairpersonandSarpanch/Pancharepresent atthetime ofinaugurationandceremonies.
10. Visitingofficersshallnotleavethedistrictwithoutuploadingthereport,duly signedonthe**www.jkpanchayat.in**portal.EveryDeputyCommissionerhastoensurethat.

**A) Details of Reporting Officer:**

Name: **FAZIL MOHAMMAD WANI**

Designation: **Sr. Lecturer**

Department/place of posting: **Education BHHS Kangan**

Mobile No: **9797897467**

Email ID: **wanifazil76@gmail.com**

Home District: **Srinagar**

Dates of visit: **30<sup>th</sup>/31<sup>th</sup> October 2022**

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

Name of the Panchayat: **Surfraw-B**

Local Government Directory(LGD) code of the Panchayat: **242291**

Name of CD Block: **Gund**

Name of Tehsil: **Gund**

Name of District: **Ganderbal**

**C) Panchayat Profile:**

No. of revenue villages in the Panchayat: **01**

No. of hamlets in the Panchayat: **07**

No. of house holds in the Panchayat: **488**

Population (approx)of the Panchayat: **1736**



(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 book let is handed over to the DC

Department	Name	Designation
RDD	SAJAD AHMAD MAGRAY	VLW
EDUCATION	MUZZAFER AHMAD	TEACHER
REVENUE	MOHD SAFDAR KHATANA	PATWARI
CSC	SYED FAROOQ SHAH	OPERATOR
AGRICULTURE	MANZOOR AHMAD BHAT	AEA
ICDS	SAFOORA BANO	AWW
HEATH	TAHIRA	FMPHW
FISHRIES	MOHD SHAFI MIR	SUPERVISOR
YSS	ASHIQ HUSSAIN	
HORTICULTURE	NISAR AHMAD KHATANA	
J&K BANK	AJAZ AHMAD SHAH	BA
HANDICRAFTS	MANZOOR AHMAD LONE	JCI
SHEEP	MOHD ASHRAF RAINA	ASM

[illegible]

## DAY1-ACTIVITIES

### AGENDA1: PANCHAYAT ASSET REGISTER

#### Infrastructure:

1. Panchayat Ghar Infrastructure **Occupied by land donar**
  - a. Govtbuilding/privatePrivate **Govt building**
  - b. New/needingrepairs
2. Furniture(Y/N) No
3. Computer/printer(Y/N) Yes
4. Internet(Y/N) Yes
5. Telephone(Y/N) No
6. Toilet(CSC/part of panchayat ghar)(Y/N) No
7. Water(Y/N) No
8. Electricity(Y/N) No
9. Bank branch(Y/N) No
10. CSC(Y/N) Yes
11. Patwar khana(Y/N) No
12. Village haat(Y/N) No
13. Playground(Y/N) Yes
14. School- No
  - a. Kindergarten(Y/N) No
  - b. Primary/(Y/N) Yes
  - c. Secondary/Middle(Y/N)Yes
  - d. College (Y/N) No
  - e. University(Y/N) No
15. Anganwadi Centre(Y/N) Yes
  - a. (govt/private) **1 No.Private/ 2 No. in govt**
  - b.Total children enrolled **196**
15. Amrit Sarovars–details, location, condition –**3 No. near fish point/yardaji/baldaji not maintained properly**
16. Government offices-details, whether functional or not – **5 no. of schools/2 No. of aganwadi centres/1 no. of panchayat ghar**
17. Ration shop (Y/N) Yes
18. Places of tourismimportance–names, little details on historical/ cultural importance –
19. Village heritagesites/treks- names, little details on historical/cultural importance- Tarsar & Marsar Lakes
20. VLW Office (Y/N) **Occupied by Land Donor**
21. Primary Health care Centre(Y/N), No
22. List of Incomplete Buildings-names, year of construction- No
23. List of Underutilized Buildings-names- No

## DAY1-ACTIVITIES

### AGENDA2:

### DIFFERENT INSTITUTIONS/INFRASTRUCTURE PROJECTS TO BE VISITED

AMRITSAROVARS	Visit,verify	COMMENTS
Khidmat Centres	Create/Generate awareness on 225 schemes particularly G2C schemes Aapki Zamin Aapki Nigrani, Beams, Janbhagidari, Digital J&K	Operator needs to get educated/ awareness about e-unnat and my scheme portal G2 C services and procedures to avail services
JKB/PSB counters/outlets	a)Status of counter b)Number of visitors	Main branch Gund caters to the area Excellent, more than 300 per day
Incomplete buildings/projects	Verify whether identification and redistribution done	Nil
PDS	Visit, evaluate, online status	Visited, online services provided
PHC	Visit-evaluate, status of staff, equipment and quality	ABHAWC two staff well equipped Ayush centre
Youth clubs	Meet, interact, seek suggestions	Youth club exists
SHG	Meet, identify problems, seek suggestions	
PMAY	Inspect, Inaugurate	Visted waiting for 2 <sup>nd</sup> instt.
Myschool, mypride progress; schools-water, toilets,staff	Visit, check for water, electricity, sanitation, meet students and staff	Visited, toilets and kitchens needs to be upgraded
Swachh SBM	Evaluate	Clean Panchayat proper solid waste disposal, grey water sockage
Panchayat playground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground	Played local Kabadi match in MS Playground
Har Gaon Hariyali, Plantation drive	Evaluate status, feed back	Rain fed area however sufficient plantation exists, plantation driver started
Village cultural event Dangal/Haat/Mela	Participatoin; ensure that it is held	Event held
Exhibition of schemes	Ensure that every department participate sand that it continues for the entire duration of B2V	No department displayed
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify	Water pipes needs to be revamped

## DAY1-ACTIVITIES

### AGENDA3:SATURATE JANBHIYAN

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

S.N o	DEPARTMENT	WORK/DELIVERABLE	ASSISTED BY
1.	RDD	ALL B2V WORKS- Document, <i>Verify, Complete</i>	Completed
		VILLAGE HAATS - <i>Establish</i>	No
2.	IT	1) CSC CAMPS- ONE PER PANCHAYAT 2) ALL 225 ONLINE SERVICES- Popularise, Inform 3) Beams, <i>Jan Bhagidari</i> - Assistin Access, Demonstrate, Educate, Inform, 4) Hoardings, Wall Paintings in all Panchayats about Digital J&K and services 5) Assist in enrollment of user services- Golden Cards, Domiciles, UDID etc	CSC camps held.  Briefing regarding 70 G2C services through e-unnat and my schemes popularized Done  CSC not functional, nearby CSC operator Mr. Basharat asked to coordinate for assistance regarding saturation of schemes and cards
3.	FINANCE	1) SELF EMPLOYMENT TO AT LEAST 15 PERSONS/Panchayat 2) All INDIVIDUAL SUBSIDY SCHEMES- <i>Counter to be set up by banks at Panchayat level to verify, Sanction, disburse cases and also accept fresh applications</i> 3) ADHAAR SEEDING OF ALL INDIVIDUAL BENEFICIARY SCHEMES	_____  No separate Counters set up  Yes
4.	REVENUE	1) APKI ZAMIN APKINIGRANI- <i>Inform, popularise</i> 2) PATWAR KHANA- <i>Verify, Establish, Paint information and timings</i> 3) INHERITANCE MUTATIONS- <i>Complete</i> 4) LAND PASSBOOKS-generate and Issue for undisputed entries	Awareness generated  Displayed  Pendency Nil  Out of 250 pass books 15 issued during the visit



5.	HEALTH	1) PMJAY GOLDEN CARDS-Saturate 2) Swachhhospitals- cleantoilets, junk freepremises	20 pending ( under age of 2)  One PHC situated outside the P.halqa visited and found clean
6.	SOCIAL WELFA RE	1) DIVYANG CAMPS- Hold Camps, ensure fittings 2) DISABILITY CARDS (UDID)- All existing 2.5 lakhs UDID Cards to be made digital 3) NOAPS/ISSS PENSIONS-Audit, Saturation of wall paintings of pensionbeneficiaries 4) POSHAN VATIKA-ensure 100% plantation 5) 500 ANEMIA CHECK UP CAMPS-Conduct 6) AADHAR SEEDING- LadliBetibeneficiaries, Aanganwadibeneficiaries 7) BBBP events, at least 5in everydistrict Formation of SeniorCitizens club in everyPanchayat	01  03  Saturated  100% plantation  2 camps held so far  40% completed in respect of Aanganwari beneficiaries  01 camp held
7.	FOREST	1) GREEN J&K CAMPAIGN- Jan Abhiyan a) One Village One Beat Guard b) Forest for Fodderand livelihood -Complete all preparatory plantation activities in winter Plantation areas - Audit of summer plantation in non summer plantation areas 3) -Saturate	
8.	TOURIS M	1) TOURIST DESTINATIONS/CIRCUITS/THE MES TREKS	Tarsar Marsar Treks identified
9.	CULTUR E	1) 1) TALENT HUNT AT PANCHAYAT LEVEL – Organise	Yes

10.	LABOUR	2) 1) e- SHRAM- <i>Saturate</i>	30%
11.	SCHOOL EDUCATION	1) Bringing back all out of school children 2) MY SCHOOL MY PRIDE- 3) PARENT TEACHER MEETING	Necessary exercise carried out in the Halqa Parent teacher meetings held
12.	HIGHER EDUCATION	1) INTRODUCE AND START 30 1) CREDIT SKILL COURSE IN 50 DEGREE COLLEGES  2) INTRODUCE RESEARCH UNDER NEP in 30 GDCs 3) COMPLETE AND Launch HRM MODULE UNDER e-Samarth Govsuite 4) FEEDBACK OF 1,00,000 STUDENTS OF GDCs across J&K 5) MY COLLEGE MY PRIDE- CLEANLINESS Drive in every 6) GDC	No Degree College in the Halqa
13.	YOUTH AFFAIRS	1) Games in every <i>Panchayat- Organise</i>	Organized two activities
14.	TRANSPORT	1) COMPLETE SURVEY OF ALL UNDERSERVED AREAS IN THE UT 100 cases under MUMKIN scheme	Well connected
15.	TRIBAL	1) ALL SCHOLARSHIP SCHEMES- <i>Saturate</i> 2) PLAN FORMULATION OF ALL VILLAGES UNDER PMAAGY (ADARSH GRAM SCHEME)- 3) <i>Complete</i>	Awareness about the schemes being carried out  Plan Formulation in GPDP taken up for PMAAGY
16.	PDD	1) DISTRIBUTION TRANSFORMERS- a) <i>Check uniqueness,</i> b) <i>identify DTS with low oil and topup,</i> c) <i>identify DTs with load</i>	Yes



		<p><i>imbalance,</i>  <i>d) replace non standardfuses with standardfuses,</i>  <i>e) identify DTs without earthing and ensure proper earthing</i>  <i>f) remove foliage aroundDTs</i>                      2) All cases of electricalaccident                      2) claims pending to be resolved and put up for disbursement</p>	
17.	CAPD	7) SHIFT TO RATION CARD MANGEMENT SYSTEM(RCMS) 2) 100% GRIEVANCEREDRESSAL	Yes
18.	SKILL DEVELOPMENT	3) 1) SKILL TRAINING OF 13000 HEALTH STAFF AND	Nil
19.	COOPERATIVES	4) 1) 25000 COOPERATIVE MEMBERS TO BE TRAINED	No present
20.	SCIENCE & TECHNOLOGY	1) Reach out to 10000 farmers for 5) PM KUSUM SCHEME	Nil
21.	PWD	4) 100% ONLINE PAYMENTS WITH NO MANUAL INTERFACE- <i>Implement</i> COMPLETE JKPC MERGER PROCESS	Online payments being made
22.	ARI & TRAININGS	1) INSPECTION OF 100 OFFICES AT BLOCK LEVEL- <i>Evaluate quality of work and grievance disposal, record keeping, inventory</i> 2) <i>management</i>	NA
23.	MINING	1) 100% IMPLEMENTTAION OF E-CHALLAN WITH ZERO MANUAL INTERFACE	NA

24.	DMRR	1) DISPOSE OFF ALL PENDING GRIEVANCES on relief commissioner grievancesportal IN 250 APDAMITRAs	NA
25.	GAD	1) 100% BIOMETRIC ATTENDANCEENSURE 2) ENSURE EPM BY ALL EMPLOYEES 3) 100% PROPERTY RETURNS FILEDIN 4) 100% ONLINEAPRs 2) HRMSIMPLEMENTATION	NA
26.	JAL SHAKTI	1) ACTIVATE ALL <i>PANI SAMITIS sensitise the local community/Gram Panchayats/PaniSamitis of their role and responsibilities in Planning, Implementation and Monitoring of JJM2.</i> 2) Awareness generation regarding mechanismfor Water Quality and testing of Water quality using Field	PaniSamiti in place, trainings organized  No Testing Kit issued
27.	LAW	1) 250 Awareness and Assistance camps through Legal Service Authority	NA
28.	ESTATES	1) Identify unauthorized occupants of government accommodation	NA
29.	PUBLIC GRIEVANCES	1) PERCEPTION OF DEPARTMENTS AMONG PUBLIC-Assess 2) 50 KEY ISSUES OF CONCERN LEADING TOGRIEVANCES- ntify	Macadamization internal roads.
30.	HOSPITALITY AND PROTOCOL	1) Training of all employees of the department 2) Introduce and Implement Quality policy forthe 4) department	NA





31.	AGRICULTURE AND ALLIED SECTORS	1) Individual beneficiary schemes including bank loan schemes- <i>Accelerate, Saturate</i> 2) Soil Health Cards- <i>Saturate</i> 5) 5 KISAN MELAS- <i>Organise</i>	Done  05 KisanMelas organized in the District
32.	FLORICULTURE	1) TRAINING AND AWARENESS CAMPS FOR 1000 FARMERS IN COMMERCIAL FLORICULTURE- 3) <i>Organise</i>	No camps held
33.	INDUSTRIES	1) LAND ALLOTTMENT FOR PROJECTS WORTH Rs.6000 crores 2) 100% PMEGP TARGETS TO BE ACHIEVED 3) PREPARATION AND SUBMISSION OF ALL 352 BRAP EVIDENCE POINTS UNDER EODB CENTRAL INSPECTION SYSTEM TO BE MADE LIVE ONLINE	NA

## DAY1-ACTIVITIES

### AGENDA4:

#### 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: 35**

**Details of the banks sanctioning it: JK Bank gund**

**Total amount involved: 2.75 lac**

## DAY1ACTIVITIES

### AGENDA5

In the evening, hold in formal meetings with senior citizens, govt employees, ret'd employees, youthclub and other citizens who are enrolled on college/university and have discussion on GandhiKatha, Nasha Mukta Abhiyan, corruption free governance, doubling farmers incomeand record the proceedings

### DAY2

- a. No of Individual Compost Pits constructed - 17
- b. No of Individual SoakPits constructed - 155
- V. No. of Biodiversity management committee meetings held: 01
- VI. Is the name of Sarpanch displayed on citizen in formation boards of all RD&PR schemes: Yes
- VII. Are Sarpanchs being involved instart/inauguration of activities: Yes
- VIII. Whether subjects have been assigned by the Sarpanch to the Panchs:Yes
- IX. Whether grievances redressal box is installed: No
- X. No of grievances received pertaining to Panchayat level: Nil
- XI. No of grievances disposed of at Panchayatlevel: Nil
- XII. Whether the Sarpanch/Panchayat Secretary have digital signatures: Yes
- XIII. Whether all MGNREGA/14thFCpayments are being made by Sarpanch through Digital Signature Certificate (DSC):Yes

## HUMAN RESOURCE AVAILABLE AT THE PANCHAYAT LEVEL:

SRNO.	DEPARTMENTWISE STAFF	NUMBERS		NAMES
		SANCTIONED	ACTUAL	
	Rural development department:			
	BDO	Nil	-	Arif
	JE	1	1	Muzzafer Ahmad Kasana
	GRS	1	1	Ashiq Ahmad
	TA	1	1	Rameez Ahmad
	SCHOOL EDUCATION:			
	TEACHER	14	12	Ravil, Muzzafer, Samil ullah,
	HEADMASTER	01	01	Khalid, Bashir ahmad, Javiad
	ANY OTHER	-	-	Ahmad
	JAL JEEVAN:			Shakeel Ahmad
		01	01	
	PDD:			
	LINEMAN	01	01	Mushtaq Ahmad
	JE	01	01	Basharat Ahmad
	ANY OTHER			
	FOOD & CIVIL SUPPLIES	01	01	Parvaiz Ahmad
	AGRICULTURE & ANIMAL HUSBANDRY	02	02	S Javaid Ahmad AEO Mohd Aslam Attendent
	SOCIAL WELFARE	01	01	Mohd Ismail Mir
	HEALTH:			
	ASHA	01	01	Shahnaz
	ANM	01	01	Tahira Bano
	AYUSH DOCTOR			
	ALLOPATHIC DOCTOR			
	ANY OTHER DEPARTMENT			

## DAY2-ACTIVITIES

### AGENDANO.1

Discussion on the and assess the progress of different schemes relating to the localized SDG sprior-itized for that village as per the resolution passed by that Gram Panchayat on 21<sup>st</sup> April22, on National Panchayati Raj Day (Copy of the resolution to be taken from [www.jkpanchayat.in](http://www.jkpanchayat.in) portal under the link of Gram Swaraj Month)

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

Under SDG following two themes have been adopted

1. Clean and Green Panchayat- Under the said theme plantation and regular cleanliness drive is being carried. Education- Awareness camps were held at various places in the Halqa to apprise the people about the importance of education

### 1 Clean and greenvillage

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste–Dust bins installed, Soakage pits constructed and segregation sheds installed
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas- No such initiative taken
- iii. Has mapping of land use,waterbodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason, thereof\_ No expertise available
- iv. Has the Climate Resilience Plan been developed for the GP? No
- 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- Plantation drive carried out at several locations
- vi. Whether schools have started segregating waste- Yes
- vii. Whether schools have their owncompost/soakage pits for solid/liquid wastemanagement- No

### 2 Healthy village

- i) Are meetings related toVillage Health and sanitation Committee being held regularly - Yes
- ii) Do all the eligible individuals been provided the Golden Card- Yes upto 90%
- 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- Yes
- ii) Whether Gram Panchayat has taken steps forgery water management. If Yes please specify – Under Progress
- 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/Aaganwadi functional or not- Yes
- vii) Whether Gram Pachachayat Bhawanhas separate toilets for women or not- No.

#### **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
- ii) How many Bal Sabha's were organized in the GramPanchayat- 1
- iii) Whether the issues raised by Bal Sabha are addressed during the GramSabha. Yes
- iv) Whether Gram Panchayat is tracking the data related to drop out children and children with irregular attendance?Yes
- v) Do all the schools under the Gram Panchayat have separate toilets for girls and boys-No

#### **5 Village with good governance**

- i) Is CSC located in the Gram Panchayat Bhawan or not - No
- ii) Is the list of beneficiaries related to the Schemes/Programs displayed on the Grampanchayat wall or not - No
- iii) Does the Gram Panchayat has its building or not- No
- iv) Is the Gram Panchayat office functional or not- No
- v) Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not- No
- vi) Is Social Audit of earlier Schemes/Programs carried out or not- yes

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

- i) Has GramPanchayat developed any criteria for the identification of the poor-Yes, BPL category already registered are taken into consideration
- ii) Have all the eligible house holds registered in PDS or not - Yes
- iii) Has Gram Panchayat provided space for Self-help Groups in Panchyat Ghar for holding meetings or not - No
- iv) Have all the eligible house holds been registered for Pension or not- Yes
- v) Has Gram Panchayat facilitated Youth for Skill Enhancement CoursesandPlacement- No
- vi) Has Job Cards been distributed to all the eligible individuals under MGNREGA - Yes
- 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 - No
- ii) Is Gram Panchayat Office Disabled Friendly or not - No
- iii) Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not- No
- iv) Do all the Schools in the Gram panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not – No.
- v) Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc- Yes
- vi) Are all the eligible house holds getting benefits from IAY or not- Yes

## 8 Engendered Development in Village

- i) How many Mahila Sabha's were organized in the Gram Panchayat - 01
- ii) Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan - No
- iii) Whether GPs have taken steps for increasing women's participation in Gram Sabha - No
- iv) Number of women beneficiaries headed households covered under PDS system
- v) Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matrit va Vandana Yojana - 17

## 9 Self-sufficient infrastructure in the village

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet - No
- ii. Whether the Disaster management plan is available at the GP Level- No
- iii. Whether child-friendly park with required facilities is available in GP- No
- iv. Whether the GP has easy access to Godown for storage (Yes/No)
- v. Whether streetlights are provided in public places for ensuring safety- No

## DAY2 ACTIVITIES

### AGENDANO.2

Sensitize village residents about myScheme" portal ([myscheme.in](https://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>)

**Awareness among the masses of the panchayat halqa carried out**

## DAY2 ACTIVITIES

### AGENDANO.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>*)

Mohd Altaf Khatana (Sarpanch)	- Sarpanch	(Chairman)
Muneer Ahmad Fmda	- Panch	Member
Mohd Amine	Forest Deptt	Member
Shahnaza	Worker	Member
Fayaz Ahmad Magray	P. Secy	Mem. Secy

## DAY2 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 Grampanchayat, discuss it in gram sabha and get it approved.

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

GPDP have been framed during the Back to Village programme 4 on the second day of the visit and also approved in the meeting

#### In addition GPDP plan shall also include:

- ☐ Tourist places which need to be developed - Tarsar Marsar Treks
- ☐ Specific product which needs to be developed- Walnut, Apple, cheery
- ☐ Tourism- homestays - Surfraw Fish point
- ☐ 20 candidates for training under Himayat scheme along with trade in which training is to be given - 20 Candidates identified for training under tailoring, hospitality, handicrafts trades etc

## DAY2 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 BENEFIT OF THE SCHEME	REASONS FOR PENDING
Golden Health Card under Ayushman Bharat	1470	1395	(children under 2 years pending)
Janani suraksha yojana	18	12	NON Submission Of Application Form
OLD AGE pension	183	183	-
Widow pension	27	27	-
Disability pension	35	35	-
Domicile certificate	1736	1100	NON Submission Of Application Form -
Kisan credit card	347	347	-
PM kisan sammannidhi	271	271	-



Land passbook	250	150	Digitization going on
Registration of village vendors on GEM portal	-	-	-
Registration of village contractors on jktendersportal	8	8	-
Registration of village contractors on PWDportal	8	8	-
Incomplete buildings/projects	Motorable Culvert on Surfraw Nallah	-	-

## DAY2 ACTIVITIES

### AGENDA 6

#### NASHA MUKTA BHIYAN

1. Whether gramsabha resolution passed - Yes
2. Details of activities conducted – 01 awareness regarding harms of Drugs and Alcohol
3. Whether all activities and GS resolution uploaded on jkpanchayats in portal -Yes
4. How many drug addicts in the village - Nil
5. Whether reported to the Deputy Commissioner - NA
6. How many registered for rehabilitation under government programme- Nil

## DAY2 ACTIVITIES

### AGENDA 7 SOCIAL AUDIT

Conduct social audit of at least 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 SATISFACTORILY	GEO-TAGGED PHOTOS	ANY GRIEVANCE RECORDED RELATING TO THAT WORK
MGNREGA	16	22/23	34.0 lac	Ongoing	Yes	No
PMAY	17	21/22	1.30 lac/unit	Yes	Yes	No
IHHL UNDERSBM-G	56	19/20	0.12 lac/unit	Yes	Yes	No
CSC UNDER SBMG	01	17/18	2.0 lac/unit	Yes	Yes	No
AMRIT SAROVARS	-	-	-	-	-	-

## DAY2 ACTIVITIES

### AGENDA 8

#### MAHILA SABHA

Total women in the village above the age of 18 – 465 approximately

Total attended- 38

Proceedings: Awareness regarding health and hygiene carried out and importance about participation of females in the Mahila Sabha, empowerment of women, awareness about various schemes of the GOI and also education and its importance particularly for the women folk

*(Plinsert pointers to be discussed there—refer palli proceedings)*

## DAY2 ACTIVITIES

### AGENDA 9

#### BAL SABHA

Hold a bal sabha and record proceedings

Total children in the village above the age of 5: 196

Total attended 40

Proceedings: Awareness regarding health and hygiene, adult education, schooling

*(Plinsert pointers to be discussed there—refer palli proceedings)*

## DAY2 ACTIVITIES

### AGENDA 10

### INAUGURATIONS

SR NO.	ASSETS/ACTIVITIES INAUGURATED	STATUS OF THE ASSET/ACTIVITIES (NUMBER, OTHER DETAILS)	GEO-TAGGED PHOTOS
	VILLAGE HAAT under JKSRM (SUNDAY MARKET)	-	-
	PMAY houses if any ready for inauguration	Construction in process	
	Swachhgram projects-segregation sheds etc	Tendered	
	Amritsarovars	-	
	Sports kits	-	
	Village cultural events		
	JJ Assets/projects		
	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](http://www.jkpanchayat.in))

S.NO.	Particulars	Actiontaken	Remarks#
I.	Urgent Public Requirements/Demands-B2V1/B2V2/B2V3		
1	Sanction of PMAY Cases	17 sanctioned	
2	Road Connectivity in GP	Pending	
3	Establishment of PHC	Pending	
4	GMS to HIGH School	Pending	
5	Construction of Bridge on Kitch Grar Nallah	Pending	
6	Demands of Water Pipes	pending	
7	Improvement of LT/HT Network	Pending	

## OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. **BEST DEPARTMENT:** Rural Development Department
2. **LEAST RESPONSIVE DEPARTMENT:** PDD, PHE & NRLM

## GENERAL ASSESSMENT OF THE VISITING OFFICER

- |     |  |
|-----|--|
| I   | Any major complaint brought to the notice of the Visiting Officer:<br>Plans Suggested in Previous RVV Programme not Carried out Fully  |
| II  | Major/urgent public demands that was/were reflected earlier but have not been addressed so far:<br>Macadamization of internal roads and Improvement of I T/HT network  |
| III | Over all assessment of the visit and suggestions:.....The village is partially developed, all the amenities are extended to the beneficiaries. People are satisfied with the government services and governance. However improvement on account of former schemes and employment generation need to be focused. Village CSC operators need special training and awareness regarding G2C Services. Awareness programmes involving |
| IV  | Overall Rating of govt functioning as given by the Panchayat (Scale of 0 to 10) 7  |
| V   | Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days   |

Signature of Sarpanch  
Name ... *Altat Ahmad Khatana* ...  
SARPANCH  
Altat Ahmad Khatana  
Surfraw (B)

Signature of the Visiting Officer  
Name ... *Fazil Wani* ...  
Sr. Lec. Chemistry  
(BHSS, Kangan)