



15TH OCT to 3RD NOV, 2022

KEY FEATURES

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

ACTIONS AND TIMELINES

ACTION	RESPONSIBILITY	LATEST BY	REMARKS
Jan abhiyan	All departments	Oct 15 -26 th	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 B2V4 to be uploaded by	Visiting Officers	Nov 10	DCs to supervise and ensure that data of all Panchayats is uploaded by the visiting officer within the period specified

INSTRUCTIONS FOR THE VISITING OFFICER (DAY WISE)

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

Day 1

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

Day2

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

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

GENERAL INSTRUCTIONS

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 interaction in the village.
2. He is going to the village as planning officer, not for sanctioning any works 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 works 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 atleast one RDD official (ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure conduct of all activities as planned. Panchayat wise order needs to be issued in advance.
6. Visiting officer should ideally carry his/her laptop to complete the reports at the panchayat level itself and upload the final report, duly signed both by the sarpanch and by the visiting officer on www.jkpanchayat.in portal, before they leave panchayat.
7. Focus of visit are youth, skills, self-employment, nasha mukt, bhrashtachar mukt, Rozgar yukt J&K, besides to carry forward the activities during Jan Abhiyan and saturate them.
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 grass roots machinery –
 - i. Patwari, VLW present and available
 - ii. Available funds utilized in public interest and as per Gram Sabha resolutions
 - iii. Fairness in governance
 - iv. CSS/Individual beneficiary schemes etc
 - v. BrashtacharMukt J&K
 - vi. Bhai Mukht J&K
 - vii. NashaMukt J&K

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

A) Details of Reporting Officer:

Name: Dr. Abdul Khabir

Designation: Deputy Director

Department/ place of posting: Tribal Affairs Department

Mobile No: 9419295505

Email ID: khabirjammu@gmail.com

Home District: Jammu

Dates of visit: 01-02 November 2022

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

Name of the Panchayat: Mansar

Local Government Directory (LGD) code of the Panchayat: 240428

Name of CD Block: Udhampur

Name of Tehsil: Udhampur

Name of District: Udhampur

C) Panchayat Profile:

No. of revenue villages in the Panchayat: 02

No. of hamlets in the Panchayat: 09

No. of households in the Panchayat: 306

Population (approx.) of the Panchayat: 1691

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
Agriculture	Yashpal	JAEO
Health	Dr. Sunaina Gupta	Medical Officer
Health	Pushpa Devi	ASHA
Rural Development	Preeti Rani	GRS
ICDS	Anjana Kumari	Supervisor
Social Welfare	Asha Verma	Senior Assistant
PDD	Yog Raj	Technician
Rural Development	Mohan lal Thapa	Secretary Panchayat
Forest	Naresh Kumar	Block Officer
Education	Ashok Kumar	Master
PDD	Vijay Singh	Helper Lineman
Forest	Raman Baria	Block Officer
Revenue	Mohd Sharif	Patwari
PHE	Kedar Nath	ALM
J&K Bank	Rajinder Prasad	Sr. Manager
Forest	Lav Bandral	Forest Guard
Irrigation & Fc	Pankaj	JE
Animal Husbandry Department	Shagun Chamyal	Vertinary Pharmacist
ICDS	Salma Bano	Anganwadi Worker
ICDS	Swarn Kanta	Anganwadi Worker
PMGSY	Avinash Gupta	AE
PMGSY	Raman Kumar	AE
Animal Husbandry	Raj Kumar Sharma	Vertinary Pharmacist
Sheep Husbandry	Varun Magotra	Stock Assistant
Ellaqai Dehati Bank	Haleem Choudhary	Branch Manager
Women Development	Rupesh Duloo	District Manager
PDD	Dev Raj	JE
Rural Development	Prahul Gupta	Account Assistant
Education	Satpal Verma	Master
Rural Development	Rattan Lal	NYC
YSS	Kapil Kumar	REK
Health	Ritu Shastri	FMPHW

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

DAY 1- ACTIVITIES

AGENDA 1: PANCHAYAT ASSET REGISTER

Infrastructure:

1. Panchayat Ghar Infrastructure ✓
 - a. Govt building/private ✓
 - b. New/needing repairs ✓
2. Furniture (Y/N) ✓
3. Computer/printer (Y/N) ✓
4. Internet (Y/N) ✓
5. Telephone (Y/N) ✓
6. Toilet (CSC/part of panchayat ghar) (Y/N) ✓
7. Water (Y/N) ✓
8. Electricity (Y/N) ✓
9. Bank branch (Y/N) ✓
10. CSC (Y/N) ✓
11. Patwarkhana (Y/N) ✓
12. Village haat (Y/N) ✓
13. Playground (Y/N) ✓
14. School- ✓
 - a. Kindergarten (Y/N) ✓
 - b. Primary (Y/N) ✓
 - c. Secondary (Y/N) ✓
 - d. College (Y/N) ✓

- e. University (Y/N) ✓
- 15. Anganwadi Centre (Y/N) ✓
 - a. (govt/private)
 - b. Total children enrolled (**234**)
- 15. Amrit Sarovars – details, location, condition (**No**)
- 16. Government offices- details, whether functional or not (**Yes**) ✓
- 17. Ration shop (Y/N)
- 18. Places of tourism importance – names, little details on historical/cultural importance (**Pandav Mandir**)
- 19. Village heritage sites/ treks- names, little details on historical/cultural importance (**No**) ✓
- 20. VLW Office (Y/N)
- 21. Primary Healthcare Centre (Y/N), ✓
- 22. List of Incomplete Buildings- names, year of construction (**No**)
- 23. List of Underutilized Buildings- names (**No**)

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 schemes Aapki Zamin Aapki Nigrani, Beams, Janbhagidari, Digital J&K	No Khidmat Center but awareness generated through self-efforts.
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors	4 Counters 480 Visitors
Incomplete buildings/projects	Verify whether identification and redistribution done	Nil
PDS	Visit, evaluate, online status	Not Available
PHC	Visit- evaluate, status of staff, equipment and quality	Good
Youth clubs	Meet, interact, seek suggestions	Involved in planning process and providing assistance to the Administration on voluntary basis
SHG	Meet, identify problems, seek suggestions	Working efficiently
PMAY	Inspect, Inaugurate	Out of 75 total homes, 43 stands Completed
My school, my pride progress; schools-water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff	All basic facilities available
Swachh SBM	Evaluate	Cleanliness is being maintained Panchayat is now working towards ODF plus activities
Panchayat play ground, Sports kits distribution Village	Ensure, verify. Participate in at least one game in the playground	Exclusive playfield for Panchayat is under progress, Playground is existing in the school
Har Gaon Hariyali, Planta- tion drive	Evaluate status, feedback	The program is being effectively implemented
Village cultural event Dangal/ Haat/Mela	Participate in; ensure that it is held	Cultural programmes were organized at local level by the inhabitants
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration	All the departments participated with zeal & enthusiasm

<p>Jal Jeewan Mission verification- WSS/JSD Electricity supply</p>	<p>Verify</p>	<p>JJM is at initial stage, DPR formation done and now actual work to commence on ground. Worn out poles of electricity are required to be replaced.</p>
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DAY 1 - ACTIVITIES

AGENDA 3: SATURATE JAN BHIYAN

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

S.No	DEPARTMENT	WORK/DELIVERABLE FOR PANCHAYAT REHMBAL LOWER II	Action Taken Report
1.	RDD	ALL B2V WORKS- Document, Verify, Complete	One Work Completed Others in progress
		VILLAGE HAATS –Establish	Haat established in Panchayat Ghar
2.	IT	1) CSC CAMPS- ONE PERPANCHAYAT	CSC not available in this Panchayat.
		2) ALL 225 ONLINE SERVICES- Popularise, Inform	The inhabitants are made aware in Panchayat on various services.
		3) Beams, Jan Bhagidari- Assist in Access, Demonstrate, Educate, Inform,	Publicity material installed at various locations of the Panchayat
		4) Hoardings, Wall Paintings in all Panchayats about Digital J&K and services	Being done by the concerned departments in the special camps organized in this regard
		5) Assist in enrollment of user services- Golden Cards, Domiciles, UDID etc	Wholehearted assistance is being provided by the concerned line department to the inhabitants
3.	FINANCE	1) SELF EMPLOYMENT TO AT LEAST 15 PERSONS/Panchayat	Provided under PMEGP, JKREGP, MUMKIN, Tejaswini
		2) All INDIVIDUAL SUBSIDY SCHEMES- Counter to be set up by banks at Panchayat level to verify, Sanction, disburse cases and also accept fresh applications	Set up during the Back to village visit for two days.
		3) ADHAAR SEEDING OF ALL INDIVIDUAL	Aadhar seeding has been made mandatory for all the Individual beneficiary schemes. Panchayat has been saturated with Aadha

		BENEFICIARY SCHEMES	
4.	REVENUE	<p>1) APKI ZAMIN APKI NIGRANI- Inform, popularize</p> <p>2) PATWAR KHANA- Verify, Establish, Paint information and timings.</p> <p>3) INHERITANCE MUTATIONS</p> <p>4) LAND PASSBOOKS- generate and Issue for undisputed entries</p>	<p>Revenue department is working effectively in this regard.</p> <p>A separate Patwar Khana is not established, however, Revenue work is being done at a designated location and people are well aware of it.</p> <p>Completed</p> <p>Process for generation of land passbook has commenced. 05 number of Passbooks were distributed during B2V4 campaign.</p>
5.	HEALTH	<p>1) PMJAY GOLDEN CARDS- Saturate</p> <p>2) Swachh hospitals- clean toilets, junk free premises</p>	<p>Saturated</p> <p>PHC visited is clean and Swachhta is being maintained in letter and spirit</p>
6.	SOCIAL WELFARE	<p>1) DIVYANG CAMPS- Hold Camps, ensure fittings</p> <p>2) DISABILITY CARDS (UDID) – All existing 2.5 lakhs UDID Cards to be made digital</p>	<p>Yes done</p>
		<p>3) NOAPS/ISSS PENSIONS- Audit, Saturation of wall paintings of pension beneficiaries</p> <p>4) POSHAN VATIKA-ensure 100% plantation</p> <p>5) 500 ANEMIA CHECK UP CAMPS-Conduct</p> <p>6) AADHAR SEEDING- Aanganwadi beneficiaries</p> <p>7) BBBP events, at least 5 in every district</p> <p>8) Formation of Senior Citizens club in every Panchayat</p>	<p>Wall Paintings have been done the Panchayat in for awareness purpose</p> <p>It has been established in all 7 Anganwari centres</p> <p>It has been conducted</p> <p>Completed</p> <p>Organized monthly (twice)</p> <p>Established</p>

7.	FOREST	<p>1) GREEN J&K CAMAPAIGN – Jan Abhiyan</p> <p>a) One Village One Beat Guard</p> <p>b) Forest for Fodder and livelihood</p> <p>-Complete all preparatory plantation activities in winter</p> <p>Plantation areas</p> <p>- Audit of summer plantation in non summerplantation areas</p> <p>-Saturate</p>	<p>Plantation drive is being conducted in the Panchayat under Har Gaon Haryali campaign.</p> <p>Activities under CAMPA are also being conducted in the Panchayat.</p>
8.	TOURISM	<p>1) TOURIST DESTINATIONS/CIRCUITS/THE MES TREKS/- Identify, Delineate, Demarcate</p> <p>2) HOMESTAYS- Identify</p> <p>3) VILLAGE COOPERATIVE- Provide Support for Tourismactivities</p>	<p>Pandav Temple located in the Panchayat is main attraction for the tourists.</p> <p>5 spots have been identified for development as Home Stays.</p>
9.	CULTURE	<p>1) TALENT HUNT AT PANCHAYAT LEVEL – Organise</p>	<p>The program has been conducted through the involvement of School Education Department and RDD</p>
10.	LABOUR	<p>1) e- SHRAM- Saturate</p>	<p>93 % achievement at District level</p>
11.	SCHOOL EDUCATION	<p>1) Bringing back all out of schoolchildren</p> <p>2) MY SCHOOL MY PRIDE-</p> <p>3) PARENT TEACHER MEETING</p>	<p>It has been ensured that no child is left out of the school in this panchayat.</p> <p>Being implemented</p> <p>It has been conducted by the school on regular basis</p>
12.	HIGHER EDUCATION	<p>1) INTRODUCE AND START 30 CREDIT SKILL COURSE IN 50DEGREE COLLEGES</p> <p>2) INTRODUCE RESEARCH UNDER NEP in 30 GDCs</p> <p>3) COMPLETE AND Launch HRM MODULE UNDER e-Samarth Gov suite</p> <p>4) FEEEDBACK OF 1,00,000 STUDENTS OF GDCs acrossJ&K</p> <p>5) MY COLLEGE MY PRIDE- Cleanliness Drive in every GDC</p>	<p>No degree college in this panchayat</p>
13.	YOUTH AFFAIRS	<p>1) Games in every Panchayat-Organise</p>	<p>Youth Service and Sports department has started the campaign during the B2V4 programme</p>

14.	TRANSPORT	<ol style="list-style-type: none"> 1) COMPLETE SURVEY OF ALL UNDERSERVED AREAS IN THEUT 2) 100 cases under MUMKINscheme 	<p>It has been done</p> <p>People were made aware of the benefits of Mumkin Scheme of Mission Youth.</p>
15.	TRIBAL	<ol style="list-style-type: none"> 1) ALL SCHOLARSHIP SCHEMES- Saturate 2) PLAN FORMULATION OF ALL VILLAGES UNDER PMAAGY (ADARSH GRAM SCHEME) – Complete 	<p>Saturated</p> <p>This Panchayat does not fall under the purview of PMAAGY scheme</p>
16.	PDD	<ol style="list-style-type: none"> 1) DISTRIBUTION TRANSFORMERS- <ol style="list-style-type: none"> a) Check unique no, b) identify DTS with low oil andtop up, c) identify DTs with load imbalance, d) replace non standard fuses with standard fuses, e) identify DTs without earthing and ensure properearthing f) remove foliage around DTs 2) All cases of electrical accident claims pending to be resolved and put up for disbursement 	NA
17.	CAPD	<ol style="list-style-type: none"> 1) SHIFT TO RATION CARD MANGEMENT SYSTEM (RCMS) 2) 100% GRIEVANCE REDRESSAL 	<p>It has been done 100 %</p> <p>It is being monitored and redressed on daily basis.</p>
18.	SKILL DEVELOPMENT	<ol style="list-style-type: none"> 1) SKILL TRAINING OF 13000 HEALTH STAFF AND ACCREDI TATION TO NSDC/MS DE 2) COMPLETE ALL ADMISSIONS TO POLYTECHNICS 	<p>Target for the District 120</p> <p>Admissions done 120 upto 30.10.2022</p>
19.	COOPERATIVES	<ol style="list-style-type: none"> 1) 25000 COOPERATIVE 	Awareness imparted

		MEMBERS TO BE TRAINED	
20.	SCIENCE & TECHNOLOGY	1) Reach out to 10000 farmers for PM KUSUM SCHEME	Special camp organized for the farmers to avail benefits under the scheme.
21.	PWD	1) 100% ONLINE PAYMENTS WITH NO MANUAL INTERFACE-Implement 2) COMPLETE JKPCC MERGERPROCESS	Being implemented
22.	ARI & TRAININGS	1) INSPECTION OF 100 OFFICES AT BLOCK LEVEL- Evaluate quality of work and grievance disposal, record keeping, inventory management	N. A
23.	MINING	1) 100% IMPLEMENTATION OF E- CHALLAN WITH ZERO MANUAL INTERFACE	It has been ensured by the DMO
24.	DMRR	1) DISPOSE OFF ALL PENDING GRIEVANCES on relief commissioner grievances portal 2) TRAIN 250 APDA MITRAS	NA
25.	GAD	1) 100% BIOMETRIC ATTENDANCE ENSURE 2) ENSURE EPM BY ALL EMPLOYEES 3) 100% PROPERTY RETURNS FILED IN 4) 100% ONLINE APRs 5) HRMS IMPLEMENTATION	NA
26.	JAL SHAKTI	1) ACTIVATE ALL PANI SAMITIS sensitise the local community/Gram Panchayats/Pani Samitis of their role and responsibilities in Planning, Implementation and Monitoring of JJM 2. 2) Awareness generation regarding mechanism for Water Quality and testing of Water quality using Field Testing Kits (FTKs) as per JJM guidelines.	The Panchayat is at the survey stage and DPRs have been formulated with active involvement of Pani Samitis. It is being done with the involvement of PRIs

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 TO GRIEVANCES- Identify	Very good feedback regarding functioning of various departments among the masses. All the departments are regularly attending the issues directly related to the public and proper feedback is also being obtained during mandatory meeting of the Halqa Panchayat.
30.	HOSPITALITY AND PROTOCOL	1) Training of all employees of the department 2) Introduce and Implement Quality policy for the department	NA
31.	AGRICULTURE AND ALLIED SECTORS	1) Individual beneficiary schemes including bank loan schemes- Accelerate, Saturate 2) Soil Health Cards- Saturate 3) 5 KISAN MELAS- Organise	CSC J&K BANK
32.	FLORICULTURE	1) TRAINING AND AWARENESS CAMPS FOR 1000 FARMERS IN COMMERCIAL FLORICULTURE- Organise	Awareness camps being organized by the department.
33.	INDUSTRIES	1) LAND ALLOTTMENT FOR PROJECTS WORTH Rs. 6000crores 2) 100% PMEGP TARGETS TO BE ACHIEVED 3) PREPARATION AND SUBMISSION OF ALL 352 BRAVEVIDENCE POINTS UNDER EODB 4) CENTRAL INSPECTION SYSTEM TO BE MADE LIVE ONLINE	NA

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: 19

Details of the bank sanctioning it : J&K Bank

Total amount involved: 31 Lacs

DAY 1 ACTIVITIES

AGENDA 5

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

DAY 2

- a. No of Individual Compost Pits constructed 02
- b. No of Individual Soak Pits constructed 18
- V. No.of Biodiversity management committee meetings held 02
- VI. Isthe name of Sarpanch displayed on citizen information boards of all RD&PR schemes: Yes/No ✓
- VII. Are Sarpanchs being involved in start/inauguration of activities: Yes/No ✓
- VIII. Whether subjects have been assigned by the Sarpanch to the Panchs: Yes/No ✓
- IX. Whether grievance redressal box is installed: Yes/No
- X. No of grievances received pertaining to Panchayat level: 05
- XI. No of grievances disposed of at Panchayat level: 05
- XII. Whether the Sarpanch/Panchayat Secretary have, ✓
digital signatures: Yes/No ✓
- XIII. Whether all MGNREGA/ 14th FC payments are being made by Sarpanch through Digital Signature ✓
Certificate (DSC): Yes/ No

HUMAN RESOURCE AVAILABLE AT THE PANCHAYAT LEVEL:

SR NO.	DEPARTMENT WISE STAFF	NUMBERS		NAMES
		SANCTIONED	ACTUAL	
	Rural development department:	01	01	
	BDO	01	01	
	JE	01	01	
	GRS	01	01	
	TA			
	SCHOOL EDUCATION:			
	TEACHER			
	HEAD MASTER	02	02	
	ANY OTHER	-	-	
	JAL JEEVAN:	01	01	-
	PDD:			
	LINEMAN	01	01	
	JE	01	01	
	ANY OTHER			
	FOOD & CIVIL SUPPLIES	-	-	-
	AGRICULTURE & ANIMAL HUSBANDARY	09	09	
	SOCIAL WELFARE	15	15	-
	HEALTH:			
	ASHA	02	02	
	ANM	01	00	
	AYUSH DOCTOR	01	01	
	ALLOPATHIC DOCTOR	01	00	
	ANY OTHER DEPARTMENT			

DAY 2-ACTIVITIES

AGENDA NO.1

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

1. SDGs AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY MARCH 2024: No Poverty, Good Health, Quality Education, Clean Water & Sanitation, Zero Hunger
2. STATUS OF WORKS UNDER THE FOLLOWING SCHEMES:

1 Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste: Basic Exercise Started
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas
Awareness generation
- iii. Has mapping of land use, water bodies, forest, slopes, wet lands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason, thereof Yes ✓
- iv. Has the Climate Resilience Plan been developed for the GP? Yes /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. All basic steps applicable in the Panchayat have been undertaken.
- vi. Whether schools have started segregating waste: Yes
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management: Yes

2 Healthy village

- i) Are meetings related to Village Health and Sanitation Committee being held regularly? Yes
- ii) Do all the eligible individuals been provided the Golden Card? Yes
- 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? No
- ii) Whether Gram Panchayat has taken steps for grey water management. If Yes please specify Yes
- iii) Do all the IHHs in the Gram Panchayat have toilets? Yes
- iv) Are all the IHHs toilets functional or not? Yes (functional)
- v) Do all the Schools/Anganwadi centers have a toilet facility or not? Yes
- vi) Are all the toilets in the schools/Aanganwadi functional or not? Yes
- vii) Whether Gram Pachachayat Bhawan has separate toilets for women or not? Yes

4 Child Friendly village

- i) Do all the children under the age of 0-6 years been enrolled in the Anganwadi centers for pre-schooling? Yes/NO ✓
- ii) How many Bal Sabha's were organized in the Gram Panchayat: 01 (During back to village 4) otherwise as per need such sabhas are being regularly organized. ✓
- iii) Whether the issues raised by Bal Sabha are addressed during the Gram Sabha. Yes/NO ✓
- iv) 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

- 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 Gram panchayat wall or not? Yes
- iii) Does the Gram Panchayat has its building or not? Yes
- iv) Is the Gram Panchayat office functional or not? Yes
- v) Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not?
Yes
- vi) Is Social Audit of earlier Schemes/Programs carried out or not? Yes

6 Poverty free and enhanced livelihood village

- i) Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify: Shelter, land holding, source of income, employment etc. ✓
- ii) Have all the eligible households registered in PDS or not? Yes
- iii) Has Gram Panchayat provided space for Self-help Groups in Panchyat Ghar for holding meetings or not? Yes
- iv) Have all the eligible households been registered for Pension or not? Yes
- v) Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes
- vi) Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes
- vii) Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes

7 Socially secured village

- i) Whether Gram Panchayat is maintaining data related to Differently Aabled People? Yes
- ii) Is Gram Panchayat Office Disabled Friendly or not? Yes
- iii) Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes
- iv) Do all the Schools in the Gram Panchayat have facilities for Differently Aabled Children like toilets, barrier-free access, etc., or not? Yes

- v) Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes
vi) Are all the eligible households getting benefits from IAY or not? Yes

8 Engendered Development in Village

- i) How many Mahila Sabha's were organized in the Gram Panchayat: One during back to village 4, otherwise such sabhas are being organized regularly as per need.
ii) Whether SHGs federations have been provided space for meetings in the



Panchayat Bhawan (Yes/ No):

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

iv) Number of women beneficiaries headed households covered under PDS system :48

- v) Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana: 58

9 Self-sufficient infrastructures 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 (Yes/No)

- iii. 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)

- v. 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>)

Proper sensitization has been done by the visiting officer during Back to Village 4

DAY 2 ACTIVITIES

AGENDA NO.3

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

COMMITTEE MEMBERS: 07

PRESENT:07

BIODIVERSITY REGISTER PHOTOS

PAST 4 MEETING DETAILS- DATES, MINUTES PHOTOS ✓

DAY 2 ACTIVITIES

AGENDA 4

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

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

GPDP for Panchayat Mansar (Mere Sapnon Ke Panchayat)					
Name of the concerned Department	Scheme		Name of the proposed work	Ward.No	Estt Cost(lacs)
Department of Rural Development	MGNREGA	1	Construction of c path pmgsy road to HO faquir chanf	1	3.00
		2	construction of t roof at smas	1	5.00
		3	construction of t road PMGSY road to mobile school	1	4.00
		4	construction of t road zareena house	1	2.00
		5	construction of t road chinoot mord to middle school chinoor	1	5.00
		6	extension of c path from thakar dwara to kaka house	2	5.00
		7	construction of t road from darshan house to vinod house	2	4.00
		8	construction of t toad from peer baba yo nallah	2	4.00
		9	construction of t road from pmgsy road to vinod mohalla	3	5.00
		10	construction of t road from main road to lakmi mohalla	3	4.00
		11	construction of t road from sadal colony to bishan mohalla	3	4.00
		12	construction of t road from pmgsy road to bhopinder singh mohalla	6	7.00
		13	construction of c path from main road yo girdhari moh	6	6.00
		14	construction of t road from pmgsy road to shafi mohalla	7	7.00

		15	construction of l/d and p work	1	5.00
		16	construction of l/d and p work	2	5.00
		17	construction of l/d and p work	3	5.00
		18	construction of l/d and p work at zaildar mohalla	3	5.00
		19	construction of l/d and p work	4	5.00
		20	construction of l/d and p work	5	5.00
		21	construction of l/d and p work at kirpa mohalla	5	5.00
		22	construction of l/d and p work	6	5.00
		23	construction of l/d and p work	7	5.00
		24	construction/repair pond at samas	1	5.00
		25	construction of bowli NHO krishan chand	4	3.00
		26	construction of pond NHO kulbhushan	7	3.00
		27	construction of bowli NHO kulbhushan	7	3.00
		28	construction of bowli at chinoor wno7	7	3.00
		29	construction of bowli at shafi mohalla wno7	7	3.00
		30	construction of playground PS mobile school	1	3.00
	PMAY-G (10 beneficiaries to be identified)	1	mohan lal s/o puppa	5	
		2	gourav kumar s/o beli ram	1	
		3	pawan kumar s/o gopalu ram	2	
		4	mohd yousuf s/o methu	1	

		5	muni devi w/o It anant ram	2	
		6	kaka ram s/o jagat ram	4	
		7	ram rattan s/o chand	4	
		8	balk ram s/o dina nath	5	
		9	noor banu w/o late rashid	7	
		10	sanjay kumar s/o prabhu dayal	4	
	HIMAYAT (DDU-GKY) (20 candidates to be identified per panchayat)	1	shailo devi,	4	
		2	mohd tariq	3	
		3	mohd maroof	3	
		4	Liaquat ali	3	
		5	sadam hussain	3	
		6	tariq hussain	3	
		7	talib hussain	3	
	SWACHH BHARAT MISSION (GRAMEEN)	1	CSS Near Pandav Mandir	3	3.00
		2	CSS Near PHC Mansar	2	3.00
		3			
Capex Plan	District Capex	1	Const.ofdrain from masjid to Nallah at w.no-1 and Repair of lane drain NHO Asha Devi and others at w.no-2 and Const.of lane drain Rattan house to Masjid at w.no-3 and Const.of l/d from main road to Gouri Mohalla at w.no-5		5.50lacs

		2	HPC Culvert and allied work well Shiv Mandir at w.no-1 and Const.of HPC Culvert and allied work near Randhir Singh Moh. At w.no-2 and Const.of HPC culvert at Moh. Khambli NHO Munshi Ram and others at w.no-6 and Const.of HPC Culvert NHO Charan Dass and others at w.no-2		8.00lacs
		3	R/Wall NHO Asha Bibi and others at w.no-3 and Const.of playground at PS Pangara Jagir at w.n0-4 and R/Wall NHO Shiv Ram Moh.at w.no-6		3.30lacs
		4	Ren.of Palora bowli and allied work at w.no-4 and Const.of bowli at Noor Ali Moh. At w.no-7 and Const.of bowli and allied work at Dhar Moh.at w.no-7 and Ren.of bowli and allied work at w.no-5		6.50lacs

In addition GPDP plan shall also include :

- Tourist places which need to be developed: Pandav Mandir
- Specific product which needs to be developed: Mushroom Cultivation
- Tourism- home stays: 05 Stayhomes have been identified
- 20 candidates for training under Himayat scheme alongwith trade in which training is to be given: Candidates Identified

DAY 2 ACTIVITIES

AGENDA 5

Ensure saturation of following schemes and give status:

NAME OF THE SCHEME	TOTAL ELIGIBLE BENEFICIARIES IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDENCY
Golden Health Card under Ayushman Bharat	2241	2219	Remaining Cards generation under process
Janani suraksha yojana	40	35	-
OLD AGE pension	88	88	-
Widow pension	17	17	-
Disability pension	12	12	-

Domicile certificate	1480	1350	People are migrated to other places for short duration
Kisan credit card	178	178	-
PM kisan sammannidhi	186	186	-
Land pass book	140	05	All Passbooks are being generated
Registration of village vendors on GEM portal	05	05	
Registration of village contractors on jktenders portal	03	03	
Registration of village contractors on PWD portal	03	03	
Incomplete buildings/projects	-	-	-

DAY 2 ACTIVITIES

AGENDA 6

NASHA MukT ABHIYAN

1. Whether gram sabha resolution passed: Yes
2. Details of activities conducted: Awareness Camps organized, short play, skit and dramas, Nukkad Natak.
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: Nil
6. How many registered for rehabilitation under government programme: Nil

DAY 2 ACTIVITIES

AGENDA 7 SOCIAL AUDIT

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

NAME OF THE SCHEME	DETAILS OF THE WORKS	YEAR OF WORK APPROVAL	AMOUNT APPROVED FOR THE WORK	WHETHER WORK EXECUTED SATISFACTORILY	GEO-TAGGED PHOTOS	ANY GRIEVANCE RECORDED RELATING TO THAT WORK
MGNREGA	construction of l/ d and P work at w no 3	2021	4,74,354	Yes	Yes	Nil
PMAY	Chirag Din s/o Choudhary Mir Ali	2020	1,30,000	Yes	Yes	Nil
IHHL UNDER SBM-	Balwan Singh s/o Rasal Singh	2018	12,000	Yes	Yes	Nil
CSC UNDER	CSC unit at Shiv Mandir	2020	1,80,000	Yes	Yes	Nil
AMRIT SAROVA	-	-	-	-	-	-

DAY 2 ACTIVITIES

AGENDA 8

MAHILA SABHA

Total women in the village above the age of 18: 610

Total attended

Proceedings: 307

(Pl 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 (6-18): 245

Total attended Proceedings: 110

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

DAY 2 ACTIVITIES

AGENDA 10

INAUGURATIONS

SR NO.	ASSETS /ACTIVITIES INAUGRATED	STATUS OF THE ASSET/ACTIVITIES (NUMBER, OTHER DETAILS)	GEO-TAGGED PHOTOS
	VILLAGE HAAT under JKSRM (SUNDAY MARKET)	01	-
	PMAY houses if any ready for inauguration	03	-
	Swachh gram projects- segregation sheds etc	-	-
	Amrit sarovars	-	-
	Sports kits	01	-
	Village cultural events	04	-
	JJM assets/projects	02	-
	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)

S.NO.	Particulars	Action taken	Remarks #
I. Urgent Public Requirements/ Demands- B2V1			
1	Opening of Bank Branch	Ellaquai Dehati Bank at Krimchi	Located at a distance of <1 Km distance
2	Extension of PMGSY Khambli Road	PMGSY IV phase	Shall be project under next phase of PMGSY
3	Approach road to Pandu Mandir	Completed	
4	Community Hall	Not established	One Community Hall is located <1 Km distance in Krimchi.
5	Animal/Sheep Husbandry Hospital	Not established	Hospital is already existing at Krimchi
6	3 Water Tank & new pipelines	Shall be completed during ongoing phase of JJM	
7	Stadium & its connecting roads	Incorporated in Back to Village Plan of the Panchayat	Work to commence Soon
II. Urgent Public Requirements/ Demands- B2V2			
1	Hospital in the name of Major. Narayan Singh	Under Process	Name of the Hospital to be dedicated to the Martyr
2	Link Road from Village Mansar to Chakhar	Survey done	[Re aligned DPR sent under NABARD]
3	Community Hall at Pangara Jagir & Mansar Village	Not established	One Community Hall is located <1 Km in Krimchi
4	Krimchi Pander Road KM 18 line to PMGSY Road	Survey done	
5	Garden (Near Middle School)	Shall be incorporated in the next plan	
6	Approach Road to Shiv Mandir	Matter taken up with PWD (R&B)	
7	Sainik School at Mansar	Matter to be taken up with authorities concerned.	
S.NO.	Particulars	Action taken	Remarks #
III. Major Problems – B2V1			
1	Drinking Water is not sufficient	Shall be completed during ongoing phase of JJM	
2	Soil erosion of land	Due to afforestation programme in the Panchayat, the issue stands resolved.	
3	Lack of electric poles	All the worn-out poles are required to be replaced	

4	Link Road in Pangara Jagir	Survey done	
5	No High/Higher Secondary School	Not existing	Higher Secondary School is already existing at a distance of <1 Km in Krimchi
IV. Major Problems- B2V2			
1	Drinking Water not sufficient	Shall be completed during ongoing phase of JJM	
2	Lack of electric poles	All the worn-out poles are required to be replaced	
3	Soil erosion of land	Due to afforestation programme in the Panchayat, the issue stands resolved.	
4	No High/Higher Secondary School	Not existing	Higher Secondary School is already existing at a distance of <1 Km in Krimchi
5	No link Road in Pangara Jagir	Survey done	
V. Major Problems- B2V3			
1	Insufficient Drinking Water	Shall be completed during ongoing phase of JJM	
2	Repair to PMGSY Road from Mansar to Pangara Jagir	Work is about to complete	
3	Insufficient staff in PHC	Basic staff is available	
4	Need of electric poles	All the worn-out poles are required to be replaced	
5	Extension of PMGSY Khambli Road	Matter to be taken up with the higher authorities	
VI. Major Complaints- B2V1			
1	Material payment of all works under MGNREGA Pending	The matter pertains to 60:40 violation. A committee constituted for the purpose has submitted its report.	
2	Requirement of Playfield	One playfield under Construction	
3	Lack of Electric Poles	All the worn-out poles are required to be replaced	
VII. Major Complaints- B2V2			
1	Payment pending in PMAY cases	All cases are being cleared on priority. Backlog cases stands closed.	
2	Material Payment under MGNREGA	The matter pertains to 60:40 violation. A committee constituted for the purpose has submitted its report	

3	Insufficient drinking water	All the worn-out poles are required to be replaced	
VIII. Major Complaints- B2V3			
1	Pending Material Payment (MGNREGA)	Shall be completed during ongoing phase of JJM	
2	Pending payment in PMAY Cases	Shall be completed during ongoing phase of JJM	
3	Work on Construction of Playground stopped	(Site of playground shifted to sadal Village Mogri). Another site for playfield has been earmarked	

OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. **BEST DEPARTMENT: Rural Development Department**
2. **LEAST RESPONSIVE DEPARTMENT: Nil**

GENERAL ASSESSMENT OF THE VISITING OFFICER

I	Any major complaint brought to the notice of the Visiting Officer: Worn out electric poles are required to be shifted.
II	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far: Requirement of a Bank branch/ATM facility in the Panchayat
III	Overall assessment of the visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions) The people are well aware about various welfare schemes being implemented by the Government. PRIs are very active and addressing the day-to-day issue of public. There is shortage of water supply but with the implementation of JJM the same is likely to be addressed soon.
IV	Overall Rating of govt functioning as given by the Panchayat (Scale of 0 to 10): 09
V	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days: Yes



Signature of Sarpanch

Name: Hans Raj



Signature of the Visiting Officer

Name: Dr Abdul Khabir



**Department of Rural Development and Panchayati Raj
Government of Jammu & Kashmir**