



15TH OCT to 3RD NOV, 2022

A) Details of Reporting Officer:

Name: Sunil Kumar Dogra.
 Designation: Executive Engineer
 Department/ place of posting: PW (R&B) Const. Division NO-III
 Mobile No: 8492019795
 Email ID: jangrahsunil987@gmail.com
 Home District: Jammu.
 Dates of visit: 28 - 29 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 jkpanchayat.in/b2v4.php) (to be validated by the visiting officer and missing details to be filled)

Name of the Panchayat: Makhanpur.
 Local Government Directory(LGD) code of the Panchayat: 240549.
 Name of CD Block: Bishnah.
 Name of Tehsil: Bishnah.
 Name of District: Jammu.

C) Panchayat Profile:

No. of revenue villages in the Panchayat: 01 (Makhanpur)
 No. of hamlets in the Panchayat: 01
 No. of households in the Panchayat: 400 appx.
 Population (approx) of the Panchayat: 3500 souls.



(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:

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

[illegible]

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) → Middle School.
 - c. Secondary (Y/N) ✓
 - d. College (Y/N) ✓
 - e. University (Y/N) ✓
15. Anganwadi Centre (Y/N) - 04 nos
 - a. (govt/private) ✓
 - b. Total children enrolled - 70 approx.
15. Amrit Sarovars - details, location, condition — NO—
16. Government offices- details, whether functional or not — NO—
17. Ration shop (Y/N) - 2 nos
18. Places of tourism importance - names, little details on historical/cultural importance — NO—
19. Village heritage sites/treks- names, little details on historical/cultural importance — NO—
20. VLW Office (Y/N) ✓
21. Primary Healthcare Centre (Y/N), Sub-centre Makhanpur. ✓
22. List of Incomplete Buildings- names, year of construction — NO—
23. List of Underutilized Buildings- names — NIL



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 Nigraani, Beams, Janbhagidari, Digital J&K	Having knowledge of Beams, Aapki Zamin Aapki Nigraani - Digital J&K.
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors	→
Incomplete buildings/projects	Verify whether identification and redistribution done	PMAF Houses incomplete. Required Funding for completion.
PDS	Visit, evaluate, online status	
PHC <i>Health & Well ness centre (HWC)</i>	Visit- evaluate, status of staff, equipment and quality	1- Doctor / Equipments available 2- FIMPHW & functional.
Youth clubs	Meet, interact, seek suggestions	—
SHG	Meet, identify problems, seek suggestions	—
PMAY	Inspect, Inaugurate	Required funds for completion of schemes.
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff	Water supply available electricity — + — Staff — + —
Swachh SBM	Evaluate	— Good —
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground	Volley Ball match organised at Panch. Ghas --.
Har Gaon Hariyali, Plantation drive	Evaluate status, feedback	— Good —
Village cultural event Dangal/ Haat/Mela	Participate in; ensure that it is held	Village Rural Haat by women of Panch.
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V	— do —
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify	Electric poles required Replacement

DAY 1 - ACTIVITIES

AGENDA 3: SATURATE JAN BHIYAN

DELIVERABLES AND RECORD DEFICIENCIES IF ANY

(INSERT DELIVERABLES LIST HERE AS PER GAD FORMAT)



DAY 1- ACTIVITIES

AGENDA 4:

SELF EMPLOYMENT ACTIVITIES

Ensure Self-employment activities for youth, distribute employment letters for people selected under various social schemes (15 IS THE TARGET PER PANCHAYAT)

Number of cases in different categories sanctioned :

Details of the bank sanctioning it :

Total amount involved :

DAY 1 ACTIVITIES

AGENDA 5

In the evening, hold informal meetings with senior citizens ; govt employees, retd employees, youth 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
- b. No of Individual Soak Pits constructed
- V. No.of Biodiversity management committee meetings held:
- VI. Is the name of Sarpanch displayed on citizen information board of all IRD & 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:
- XI. No of grievances disposed of at Panchayat level:
- 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: BDO JE GRS TA			
	SCHOOL EDUCATION: <i>Govt. middle School -</i> TEACHER HEAD MASTER ANY OTHER	<i>07</i> <i>01</i> <i>-</i>	<i>07</i> <i>-</i> <i>01</i>	<i>Burendra Dasi, Prem Kumar, Surjit Kaur, Rehana Choudhary, Iqbal Kaur, Sunesh Kumar, Indrajit Kaur.</i> <i>(Cook, Kaushalya Dasi)</i>
	JAL JEEVAN:	<i>-</i>	<i>-</i>	<i>-</i>
	PDD: LINEMAN JE ANY OTHER	<i>-</i>	<i>-</i>	<i>-</i>
	FOOD & CIVIL SUPPLIES	<i>-</i>	<i>-</i>	<i>-</i>
	AGRICULTURE & ANIMAL HUSBANDARY <i>AGRICULTURE</i>	<i>-</i>	<i>-</i>	<i>Smt. Anika Sharma (J.A.E.O)</i>
	SOCIAL WELFARE <i>ICDS -</i>	<i>04 not A/R</i>		<i>Kirti Dasi, Jasbir Kaur, Sanjogita Dasi,</i>
	HEALTH: ASHA ANM AYUSH DOCTOR ALLOPATHIC DOCTOR	<i>02</i> <i>-</i> <i>01</i>	<i>02</i> <i>02</i> <i>01</i>	<i>Burendra Kaur, Raj Kumar -</i> <i>FMPHUS - Kunti Dasi, Kaushalya Dasi -</i> <i>Dr. Meghana Sharma,</i>
	<i>PWD -</i> ANY OTHER DEPARTMENT		<i>01</i> <i>J.E</i>	<i>Sh. Parshotam Kumar (J.E).</i>

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:
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 _____
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas _____
- 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 _____
- 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.
- vi. Whether schools have started segregating waste
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management

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?
- ii) Whether Gram Panchayat has taken steps for grey water management. If Yes please specify **- No -**
- iii) Do all the IHHs in the Gram Panchayat have toilets? **- NO**
- iv) Are all the IHHs toilets functional or not?
- 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? **Functional 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-----
- 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?
- ii) Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not?
- iii) Does the Gram Panchayat has its building or not?
- iv) Is the Gram Panchayat office functional or not?
- v) 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?

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
- ii) Have all the eligible households registered in PDS or not?
- iii) Has Gram Panchayat provided space for Self-help Groups in PanchyatGhar for holding meetings or not?
- iv) Have all the eligible households been registered for Pension or not?
- v) Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement?
- vi) Has Job Cards been distributed to all the eligible individuals under MGNREGA?
- vii) Has Gram Panchayat facilitated SHGs for Bank Account Linkages?

7 Socially secured village

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



Engendered Development in Village

- 8 How many Mahila Sabha's were organized in the Gram Panchayat-----
- i) Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/No)
- ii) Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No)
- iii) Number of women beneficiaries headed households covered under PDS system.....
- iv) Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana.....
- 9 Self-sufficient infrastructure in the village
- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet.....
- 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>)

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

PRESENT

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>)

In addition GPDP plan shall also include :

- Tourist places which need to be developed
- Specific product which needs to be developed
- Tourism- home stays
- 20 candidates for training under Himayat scheme alongwith trade in which training is to be given

DAY 2 ACTIVITIES

AGENDA 5

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	2017	1850	167 - Reasons (NRI) Fingerprints Ration card not prepared.
Janani suraksha yojana	17	17	100% -
OLD AGE pension	126	126	100% -
Widow pension	33	33	100%
Disability pension	31	31	100%
Domicile certificate	3500	3200	91%
Kisan credit card	310	297	13 Not interested.
PM kisan sammannidhi	189	189	100%.

Land pass book	150	150	100%
Registration of village vendors on GEM portal	—	—	—
Registration of village contractors on jktenders portal	05	05	—
Registration of village contractors on PWD portal	01	01	—
Incomplete buildings/projects	nil		

DAY 2 ACTIVITIES

AGENDA 6

NASHA MUKT ABHIYAN

- Whether gram sabha resolution passed
- Details of activities conducted
- Whether all activities and GS resolution uploaded on jkpanchayats.in portal
- How many drug addicts in the village — No
- Whether reported to the Deputy Commissioner — No —
- How many registered for rehabilitation under government programme

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						
PMAY						
IHL UNDER SBM-G						
CSC UNDER SBMG						
AMRIT SAROVAR						

DAY 2 ACTIVITIES

AGENDA 8

MAHILA SABHA

Total women in the village above the age of 18 —

Total attended → 10

Proceedings:

(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

Total attended

Proceedings:

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

DAY 2 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)	Village Haat under JKSRM -	Taken-
	PMAY houses if any ready for inauguration	PMAY Houses under construction Funds required for completion -	
	Swachh gram projects- segregation sheds etc	—	—
	Amrit sarovars	Not Constructed.	
	Sports kits	Distributed to Childrens -	
	Village cultural events	Volley Ball match organised at Ppt. Ghar -	
	JJM assets/projects	—	—
	Any other to be identified at district level.	—	—

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

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	Road to cremation Ground (1 km)	Roadwork Completed by R.D.D.	Demand projected in B2V1 and is completed.
2	Desilting of Canals		
3	Lane/Drains of Houses	Lane/drain Constructed by R.D.D.	Demand projected in B2V1, B2V2
4			
5			
6			
7			
II. Urgent Public Requirements/ Demands- B2V2			
1	Old age pension and widow Pension		
2	Replacement of old Electric poles		
3	and wires as utmost need of Panchayat		
4	Const. of Lane/Drain work of different Houses -	Lane/drain works have Constructed by R.D.D.	Proposed next plan -
5	Conversion of Playground into mini stadium with facility of Volley Ball & Basket Ball.		
6	Craft centre at Panchayat is Required -		
7	Sanction of Funds under SNA-Y		Funds required for completion -.
S.NO.	Particulars	Action taken	Remarks #
III. Major Problems - B2V1			
1	Black topping of road to cremation ground (1 km)	Completed	Demand of Public redressed -
2	Desilting of Canals for free flow of water -	tenders invited - by Deptt.	Demand redressed -
3	Lane/Drain of various Houses -	By R.D.D. taken for construction.	Demand of Public redressed -.

4			
5			

IV. Major Problems- B2V2

1	Main Electric wires are in poor		
2	conditions needs immediate repairs/		
3	replacement.		
4	Replacement of Electric poles -	No Action	
5		taken till date	

V. Major Problems- B2V3

1	NO - playground for children -	- No Action -	
2	NO - library facility for children	— do —	
3	MGNREGA staff regularized against vacant posts	— do —	
4	Proper Implementation of PMAY, G2.	— do —	
5			

VI. Major Complaints- B2V1

1	NO benefits of "Pradhan Mantri Aardra" Yojna		
2	Difficulty in getting subsidy on		
3	Loans from Banks -		

VII. Major Complaints- B2V2

1	Electric wires in poor condition -	No Action	—
2	needs repairs / replacement	— do —	
3	Electric Poles needs Urgent replacement -		

VIII. Major Complaints- B2V3

1	NO Playground for Children.		Requirement of Playground -
2	NO Library Facility for children -		— do —
3	Road Connectivity l/road to Graveyard -		— do —

OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST DEPARTMENT: PHE, RDD, PWD, AGRICULTURE, HEALTH.
2. LEAST RESPONSIVE DEPARTMENT:- Irrigation, P. DD, CAPD-

GENERAL ASSESSMENT OF THE VISITING OFFICER

I	Any major complaint brought to the notice of the Visiting Officer:
II	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:
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)
IV	Overall Rating of govt functioning as given by the Panchayat (Scale of 0 to 10)
V	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days

Signature of Sarpanch


Name

Signature of the Visiting Officer
Name.....
Sunil Kumar Deyan

I) Major Complaint - Replacement of Electric poles and wires of Entire Panchayat.

II - Demands -

- ① Construction of New Building Sub-Centre (Health Deptt.).
- ② Playground for childrens.
- ③ Provision of Tiles in open ground in front of School. M.S.
- ④ Dustbins required for Sanitation.
- ⑤ Desilting of Canals to be done immediately for free flow of water to the fields.
- ⑥ Const. of Lane/drain to the H/o Tarsem Lal to H/o Raj Kumar.
- ⑦ Const. of L/road ^{from} main road to Kabirstan (Gravyard).
- ⑧ Helpers required for Anganwari centres.
- ⑨ Funding for PMAY Houses for its early completion.
- ⑩ Chowkidar required for Panchayat Ghat permanently.


SARPANCH
S. DALVINDER SINGH
Panchayat Halqa Makhan
Pur Charkan (Bishnah)

III) Every Deptt. Functioning was good but Irrigation deptt. needs attention for de-silting of Canals to the flow of water for the fields of local village -
PDD deptt. to pay attention for Replacement of Poles & wires which are in very dilapidated conditions to avoid any mishappening.

IV. The overall functioning of the Panchayat is Good. All the frontline workers of LDC department are working hard for development of Panchayat and full coordination for smooth functioning of Panchayat at their level best.



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