



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 trainers 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 upload- ed 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"> Take print outs of filled booklets of B2V1, B2V2 and B2V3 from www.jkpanchayat.in Also take print outs of the summarized excel sheets of the previous phases from www.jkpanchayat.in Collect ATRs on issues raised during previous 3 phases from the office of Deputy Commissioner (Planning deptt) Take prints of blank 2 booklets of B2V4 from www.jkpanchayat.in Take plans for 2 previous years and ATRs from the planning deptt Complete trainings on different components of B2V4 being organized by respective Deputy Commissioners 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 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 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	<ol style="list-style-type: none"> 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 Panchayti 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: <ol style="list-style-type: none"> 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
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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 Mukt 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: **Shama un Ahmed**

Designation: **Joint Director (Planning)**

Department/ place of posting: **Tribal Affairs Department J&K Civil Secretariat**

Mobile No: **9419654630**

Email ID: **sshaker812@gmail.com**

Home District: **Poonch**

Dates of visit: **01-11-2022 to 02-11-2022**

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: **Choudhary Nar**

Local Government Directory (LGD) code of the Panchayat: **240152**

Name of CD Block: **Rajouri**

Name of Tehsil: **Rajouri**

Name of District: **Rajouri**

C) Panchayat Profile:

No. of revenue villages in the Panchayat: **02 (Two)**

No. of hamlets in the Panchayat: **07 (Seven)**

No. of households in the Panchayat: **314 (As per Census 2011)**

Population (approx) of the Panchayat: **1562 (As per Census 2011)**

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	Sudhir Sharma	A.E.A
Animal Husbandry	Abdul Khaliq	S.V.P.
Sheep Husbandry	Mohd Zaheer Abbas	A.S.M
Jal Shakti	Mohd Anwar	Junior Engineer
Social Forestry	Saajid Mir	Guard
PDD	Haji Mohd Rashid	Inspector
PWD	Nadeem Iqbal	JE
YSS	Arshad Hussain Khan	P.E.T.
Health	Rehana Mushtaq	FMPHW
Social Welfare	Nahida Tariq	Supervisor
Social Welfare	Shivangi Kant	Rep of Child Protection
Revenue	Somia Mughal	Patwari
Rural Dev Department	Shahid Iqbal / Suresh Kumar	VLW

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

Department	Name	Designation
Nil		

DAY 1- ACTIVITIES

AGENDA 1: PANCHAYAT ASSET REGISTER

Infrastructure:

1. Panchayat Ghar Infrastructure
 - a. Govt building/private: Govt Building
 - b. New/need repairs: New
2. Furniture (Y/N): “Y”
3. Computer/printer (Y/N): “Y”
4. Internet (Y/N): “N”
5. Telephone (Y/N): “N”
6. Toilet (CSC/part of panchayat ghar) (Y/N): “N”
7. Water (Y/N): “Y”
8. Electricity (Y/N): “N”
9. Bank branch (Y/N): “N”
10. CSC (Y/N): “N”
11. Patwarkhana (Y/N): “N”
12. Village haat (Y/N): “N”
13. Playground (Y/N): “N”
14. School-
 - a. Kindergarten (Y/N): “N”
 - b. Primary (Y/N): “Y”
 - c. Secondary (Y/N): “Y”
 - d. College (Y/N): “N”
 - e. University (Y/N): “N”
15. Anganwadi Centre (Y/N): “Y”
 - a. (Govt / private): “Private”
 - b. Total children enrolled: “88”
16. Amrit Sarovars – details, location, condition: “NA”
17. Government offices- details, whether functional or not: “NA”
18. Ration shop (Y/N): “NA”
19. Places of tourism importance – names, little details on historical/cultural importance “NA”
20. Village heritage sites/ treks- names, little details on historical/cultural importance” NA”
21. VLW Office (Y/N): “Y”
22. Primary Healthcare Centre (Y/N): “N”
23. List of Incomplete Buildings- names, year of construction:
 - a) Panchayat Ghar b) PS Building Moori c) Four Rooms in HS
23. List of Underutilized Buildings- names: “Nil”

(Details annexed as “A”)

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	People were partially aware. Accordingly they were given awareness in detail.
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors	Not available
Incomplete buildings/projects	Verify whether identification and redistribution done	Verified. Redistribution was done partially
PDS	Visit, evaluate, online status	Not fully satisfactory
PHC	Visit- evaluate, status of staff, equipment and quality	Not available
Youth clubs	Meet, interact, seek suggestions	Done-
SHG	Meet, identify problems, seek suggestions	Done
PMAY	Inspect, Inaugurate	Done
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff	Done- Partially available
Swachh SBM	Evaluate	Approximately 50% coverage
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground	Participated in Kabaddi Match at HS Choudhary Nar.
Har Gaon Hariyali, Plantation drive	Evaluate status, feedback	Survival is low
Village cultural event Dangal/ Haat/Mela	Participate in; ensure that it is held	Cultural programme organized at MS Druni Wali Gali
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V	Ok
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify	Verified. A lift Scheme sanctioned but execution not started. Scarcity of water Noticed. An existing scheme found defunct for the last 2 months. 80% electrification available

DAY 1 - ACTIVITIES

AGENDA 3: SATURATE JAN BHIYAN

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

Annexed as “B”

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 : 08

Details of the bank sanctioning it : J&K Bank

Total amount involved: Rs. 5, 60,000.00

(List of 9 cases attached as Annexure “C”)

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 Mukht Abhiyan, corruption free governance, doubling farmers income and record the proceedings:

---- Done----

DAY 2

- a. No of Individual Compost Pits constructed: **Nil**
- b. No of Individual Soak Pits constructed: **20 Nos**
- V. No. of Biodiversity management committee meetings held: **Nil**
- VI. Isthe name of Sarpanch displayed on citizen information boards of all RD&PR schemes (Yes/No): **“Yes”**
- VII. Are Sarpanchs being involved in start/inauguration of activities: (Yes/No): **“Yes”**
- VIII. Whether subjects have been assigned by the Sarpanch to the Panchs: (Yes/No): **“Yes”**
- IX. Whether grievances redressal box is installed: (Yes/No): **“Yes”**
- X. No of grievances received pertaining to Panchayat level: **“12 (Twelve)”**
- XI. No of grievances disposed of at Panchayat level: **“12 (Twelve)”**
- XII. Whether the Sarpanch/Panchayat Secretary have digital signatures (Yes/No): **“Yes”**
- XIII. Whether all MGNREGA/ 14th FC payments are being made by Sarpanch through Digital Signature Certificate (DSC) (Yes/No): **“Yes”**

HUMAN RESOURCE AVAILABLE AT THE PANCHAYAT LEVEL:

SR NO.	DEPARTMENT WISE STAFF	NUMBERS		NAMES
		SANCTIONED	ACTUAL	
01	Rural development department: BDO JE GRS TA	01 01 01 01	01 01 01 01	Sh Chander Kant Sh Mohd Ashram Sh Sajid Khan Sh Mohd Altaf
02	SCHOOL EDUCATION: TEACHER HEAD MASTER ANY OTHER (Master)	32 01 07	31 01 05	“Annexure-E”
03	JAL JEEVAN: a) JE b) Lineman	01 01	01 01	Mohd Asrar Mohd Anwar
04	PDD: LINEMAN JE ANY OTHER (Meter Reader)	03 01 02	03 01 02	Mohd Farooq, Mohd Rashid, Mohd Sadiq Mohd Daanish Abdul Shakoor, Talib Hussain
05	FOOD & CIVIL SUPPLIES a) Storekeeper	01	01	Faiz Hussain
06	AGRICULTURE (AEA) ANIMAL HUSBANDARY (LSA)	01 02	01 01	Sudhir Sharma Abdul Khaliq
07	SOCIAL WELFARE: a) Supervisor b) AWW	01 05	01 05	Nahida Tariq Najma Begum, Shamim Akhter, Amar Jyoti, Sakeel Begum, Zakria Begum
08	HEALTH: (Staff Nurse) ASHA ANM AYUSH DOCTOR ALLOPATHIC DOCTOR	02 02 01 --- ---	00 01 01 --- ---	---- Sobia Begum Rehana Mushtaq ---- ----
	ANY OTHER DEPARTMENT (Revenue Department) Patwari	01	01	Somia Mughal

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 : **Nil**
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas: **“Nil”**
- iii. Has mapping of land use, water bodies, forest, slopes, wet lands, degraded forest within the Gram Panchayat been done? Yes/No. **“Yes”** If No, reason, thereof : **NA**
- iv. Has the Climate Resilience Plan been developed for the GP? (Yes /No): **“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.
“Steps taken for applicable fields”
- vi. Whether schools have started segregating waste: **“No”**
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management: **“No”**

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? **90% achievement**
- 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 Pyt ensure that all pregnant women are getting necessary prenatal checkups? **“Yes”**
- vi) Whether all the deliveries were Institutionalized or conducted by trained Midwives? **80%**

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 for grey water management. If Yes please specify **“No”**
- iii) Do all the IHHs in the Gram Panchayat have toilets? **80%**
- iv) Are all the IHHs toilets functional or not? **“Yes”**
- v) Do all the Schools/Anganwadi centers have a toilet facility or not? **“No”**
- 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? **“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/NO): **“Yes”**
- ii) How many Bal Sabha's were organized in the Gram Panchayat: **06**
- iii) Whether the issues raised by Bal Sabha are addressed during the Gram Sabha. (Yes/No): **“Yes”**
- iv) Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? (Yes/NO): **“Yes”**.
- v) Do all the schools under the Gram Panchayat have separate toilets for girls and boys? (Yes/No) **“Yes”**

5 Village with good governance

- i) Is CSC located in the Gram Panchayat Bhawan or not? **“Not”**
- 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 **“NO”**
- ii) Have all the eligible households registered in PDS or not? **“80%”**
- iii) Has Gram Panchayat provided space for Self-help Groups in PanchyatGhar for holding meetings or not? **“Yes”**
- iv) Have all the eligible households been registered for Pension or not? **“95%”**
- 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 Abled 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? **“No”**
- iv) Do all the Schools in the Gram Panchayat have facilities for Differently Abled 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? **“95%”**
- vi) Are all the eligible households getting benefits from IAY or not? **“90%”**

8 Engendered Development in Village

- i) How many Mahila Sabha's were organized in the Gram Panchayat **"02"**
- ii) Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/No): **"Yes"**
- iii) Whether GPs have taken steps for increasing women's participation in Gram Sabha(Yes/No): **"Yes"**
- iv) Number of women beneficiaries headed households covered under PDS system: **"10"**
- v) Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana **"07-Seven"**

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 (Yes/No) : **"Yes"**
- iii. Whether child-friendly park with required facilities is available in GP (Yes/No): **"No"**
- iv. Whether the GP has easy access to Godown for storage (Yes/No): **"No"**
- v. Whether street lights are provided in public places for ensuring safety (Yes/No): **"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>): **"Done"**

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>) **"Done"**

COMMITTEE MEMBERS : **"07" (Newly Constituted)**

PRESENT: **"07"**

BIODIVERSITY REGISTER PHOTOS: **"NA"**

PAST 4 MEETING DETAILS- DATES, MINUTES PHOTOS **"NA"**

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>): **“Done”**

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:

“11 Candidates identified”-List Annexed as “D”

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	2040	1740	Due to non-availability of NPR ids
Janani suraksha yojana	15	15	----
OLD AGE pension	165	165	----
Widow pension	16	16	----
Disability pension	92	92	----
Domicile certificate	1500	925	Due to ignorance. However awareness given
Kisan credit card	238	238	----
PM kisan sammannidhi	359	359	----
Land pass book	250	15	Downloading pending due to network problem
Registration of village vendors on GEM portal	02	02	---
Registration of village contractors on jktenders portal	11	11	---
Registration of village contractors on PWD portal	3	3	---
Incomplete buildings/projects	3	---	---

DAY 2 ACTIVITIES

AGENDA 6

NASHA MUKT ABHIYAN

1. Whether gram sabha resolution passed: **“Yes”**
2. Details of activities conducted: **“Pledge / Rally”**
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: **“NA”**

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 Work	Year of work Approval	Amount approved for the work (Rs. In lakh)	Whether work executed satisfactorily	Geo tagged photos	Any Grievance recorded relating to that work
MGNREGA	Const. of R.Wall Mohalla Shamim Akhter	2021-22	1.00	Yes	Uploaded	No
MGNREGA	Const. of Harvesting Tank Mohalla Chouhana W.No.4	2021-22	1.00	Yes	Uploaded	No
MGNREGA	Land Development/P.Work Chouhan Mohalla	2021-22	1.00	Yes	Uploaded	No
MGNREGA	Const. of H.Tank Mohalla Sarpanch W.No.4	2021-22	1.00	Yes	Uploaded	No
MGNREGA	Const of Bowlies at Chouhan Mohalla	2021-22	2.00	Yes	Uploaded	No
PMAY	Mohd Maqsood S/O Akbar	2020-21	1.50	Yes	Uploaded	No
PMAY	Abdul Rashid S/O Zaman	2020-21	1.50	Yes	Uploaded	No
PMAY	Abdul Hussain S/O Abdul Wahab	2020-21	1.50	Yes	Uploaded	No
PMAY	Mohd Shabir S/O Noor Jamal	2019-20	1.50	Yes	Uploaded	No
PMAY	Mohd Aslam S/O Noor Din	2018-19	1.50	Yes	Uploaded	No
IHHL-SBM-G	Mohd Shabir S/O Mir Mohd	2019-20	0.12	Yes	Uploaded	No
IHHL-SBM-G	Sabar Hussain S/O Alam Din	2020-21	0.12	Yes	Uploaded	No
IHHL-SBM-G	Mohd Khurshid S/O Manzoor	2018-19	0.12	Yes	Uploaded	No
IHHL-SBM-G	Mohd Fareed S/O Rashid	2021-22	0.12	Yes	Uploaded	No
IHHL-SBM-G	Mohd Liaqat S/O Afzal	2018-19	0.12	Yes	Uploaded	No
CSC-SBM-G	Abdul Rehman S/O Ghulam Mohd near Masjid	2020-21	1.80	Yes	Uploaded	No
AMRIT SAROVAR	----	----	----	----	----	----

DAY 2 ACTIVITIES

AGENDA 8

MAHILA SABHA

Total women in the village above the age of 18:	415
Total attended:	025
Proceedings:	

Today on 02-11-2022, a Mahila Sabha was held at Panchayat Level under the Chairmanship of Sarpanch Shri Mohd Azam Choudhary. The agenda of the meeting is to conduct Mahila Sabha at Panchayat Level

- To aware the women of the Panchayat Choudhary Nar about health, self help groups, Rural Livelihood Mission.
- Making of uniform for the school children should be through SHGS of the Panchayat.
- The Mid-day Meal is provided as per food chart. It should be necessary that the SSA must purchase their raw material from the locals/SHGS. If the Panchayat there is having only one shop to purchase the uniform so the lack of uniform is also the biggest problem among the Panchayat women's/Locals.
- The Umeed Organization should be there whenever the Sabha conducts.
- The basic need is to purchase/sell their products on bigger platform.
- The conclusion is that lack of platform to sell their products, demands under Janani Suraksha Yojana, demand to install CCTV Camera at Village Level.
- Different type of trainings should be imparted at Panchayat level.
- Management Information System should be developed at Panchayat level.

DAY 2 ACTIVITIES

AGENDA 9

BAL SABHA

Hold a balsabha and record proceedings:	
Total children in the village above the age of 06 years:	250
Total attended:	074
Proceedings:	

Today on 02-11-2022, a Bal Sabha was held at Panchayat Level under the Chairmanship of Sarpanch Shri Mohd Azam Choudhary in ward No. 3. The agenda of the meeting to conduct Bal Sabha to:

- Create awareness among the children of Panchayat Choudhary Nar for good education, play games.
- Children suggested that for development good lanes, drain, road, hospital, schools, gym, gym centre, playground, library required.
- Mam also made the children aware for Swachh Bharat, Gram Sabha, planning of works, Bal Sabha, No Drugs, No Child Labour.
- The Yoga Classes to be held daily in Panchayat Ghar Choudhary Nar.

DAY 2 ACTIVITIES

AGENDA 10

INAUGURATIONS

SR NO.	ASSETS /ACTIVITIES INAUGRATED	STATUS OF THE ASSET/ACTIVITIES (NUMBER, OTHER DETAILS)	GEO-TAGGED PHOTOS
01	VILLAGE HAAT under JKSRM (SUNDAY MARKET)	NA	----
02	PMAY houses if any ready for inauguration.	15 houses inspected and 5 were inaugurated as well	Uploaded
03	Swachh gram projects- segregation sheds etc	No shed constructed so far	----
04	Amrit sarovars	Still no work executed	----
05	Sports kits	Distributed already	
06	Village cultural events	Cultural Programme organized at Durani Wali Gali in Middle School	Uploaded
07	JJM assets/projects	No execution so far	
08	Any other to be identified at district level (Good number of Works executed under MGNREGA, 14 th FC, Capex Budget)	Inspected / inaugurated. Quality of works was upto the desired level	Uploaded

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	Provision of Drinking water	A lift scheme sanctioned under JJM	Execution not started so far
2	Regulation of Roads	Major road restarted. Some new were also sanctioned	Roads are still only fair weather
3	Health facility	Position is still same. Only one sub center is available	PHC is required
4	Ensuring accountability in Schools	Not any assured system started so far	Attachment of teachers hampers the process
5	Completion of Panchayat Ghar	Completion has been targeted this year	Allied work is required
6	Const. of Tractor Road at Mohalla Mughal W.No.6	Approved under MGNREGA	Couldn't be completed due to some dispute
II. Urgent Public Requirements/ Demands- B2V2			
1	Link road from Rathal to Pyt Ghar Choudharnar	Earthwork was done by providing funds under B2V	Completion and extension is required
2	Establishment of NTPHC	Not sanctioned so far	---
3	Sanction of an additional lift scheme	Sanctioned under JJM	---
4	Electricity in Govt. Schools	Partially covered	---
5	Requirement of Veterinary Sub Centre	Not sanctioned so far	In nearby village it exists but not with sufficient staff
6	Const. of Playgrounds for PS Powalgah	Not provided so far	Can be taken up under MGNREGA
S.NO	Particulars	Action taken	Remarks #
III. Major Problems – B2V1			
1	Scarcity of Drinking water	Still persists	A additional Lift scheme has been sanctioned under JJM
2	Road connectivity-All Weather	Road under PMGSY is targeted to be completed this year	Work of BT stands allotted
3	Heath facilities in remote areas	Not any assured action	NTPHC is required

IV. Major Problems- B2V2			
1	Ration Supply is as per Census 2011. A major chunk of population is deprived of the facility	General Census 2021 could not be conducted due to Covid-19.	A via media is required if the census is not got conducted to mitigate the problem
V. Major Problems- B2V3			
1	Scarcity of Tapped water	Still prevailing. Hopefully the problem will be resolved on completion of Lift scheme newly sanctioned	Hand pumps should be installed on road sides at various points to provide some relief
2	Delay in completion of PWD/PMGSY roads	Will be completed this year	Allotment done
3	Low Voltage issue	50% resolved	Hopefully under PMAAGY the issue will be resolved
4	Non availability of Poles in some wards		
VI. Major Complaints- B2V1			
1	Mal-functioning of Govt Schools- Reframing of VEC/SMC of Schools	Reframing of VEC/SMC is still pending	Improvement seen to some extent
VII. Major Complaints- B2V2			
1	Road started in 2008 from Rathal to Kurhad has not been completed	Being completed this year	-----
VIII. Major Complaints- B2V3			
1	Under Coverage of Matru Vandana Yojana	Situation has improved to some extent. 12 cases have been benefitted this year	This scheme has been restructured as PMMVY. Rs. 6000/ are being provided now
2	Under Coverage of Marriage Assistance Scheme	There is no pendency at present.	It is online process now. Who apply online, gets benefit of it

OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS


1. **BEST DEPARTMENT:** RDD
2. **LEAST RESPONSIVE DEPARTMENT:** Jal Shakti

GENERAL ASSESSMENT OF THE VISITING OFFICER

I	Any major complaint brought to the notice of the Visiting Officer: a) Non-functioning of existing Lift Scheme for the last two months; b) Irregular supply of Ration c) Shortage of Teaching Staff in MS/PS
II	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far: a) Provision of Drinking water b) Health facility c) Ration Supply is as per Census 2011. A major chunk of population is deprived of the facility
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): Small nature of works including construction of houses under PMAY were available in good numbers. However, big projects like roads, WSS, School buildings, AW Centres buildings need attention. Cases under Awas plus are required to be sanctioned. Some schools were also under staff. Interacted with several groups. Healthy discussions took place. People participation was not to the desired extent. In order to win the confidence of public, ensure proper implementation and monitoring of the Schemes, timely completion and to obtain benefits, local participation is must. Preference to local contractors should be given. There should be a lower limit fixed for L-I (Not below 80%) in NITs in order to ensure quality of work and to percolate the benefits to public.
IV	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10) - 07 (Seven)
V	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days: (Herein Below)

“Certified that the visiting officer has stayed in Panchayat Choudharynar for two days. Spent intervening night also in the Panchayat.

Signature of Sarpanch
Name: Mohd Azam Chowdhary


Signature of the Visiting Officer
Name: Shama-un Ahmed

Annexure "A"							
Details of Incomplete buildings (Amount : Rs in Lakh)							
S.No	Name of Building	Year of Start	Project Cost	Expenditure ending 3/2022	Funds Proposed for the year 2022-23	Physical Status	Remarks
1	Panchayat Ghar	2018-19	39.00	21.00	5.00	Slab laid	Shall be completed this year
2	Govt. Primary School Moorie	2018-19	11.00	4.50	0.00	Finishing pending	Workdone liability
3	Two Classrooms in Govt. HS Choudharynar	2018-19	11.00	4.50	0.00	Finishing pending	Workdone liability
4	Two Classrooms in Govt. HS Choudharynar	2019-20	11.00	0.00	0.00	Not started	Dispute



Signature of the Visiting Officer

Annexure “B”

S.No	DEPARTMENT / ASSISTED BY	WORK/DELIVERABLE	Achievement
1.	RDD / DC RDD/NRLM	All B2V Works- Document, <i>Verify, Complete</i>	Done
		Village Haats – <i>Establish</i>	Nil
2.	IT / CSC	CSC Camp- One per Panchayat	Nil
		All 225 Online Services- Popularize, Inform	Done
		Beams, <i>Jan Bhagidari</i> - Assist in Access, Demonstrate, Educate, Inform,	Done
		Hoardings, Wall Paintings in all Panchayats about Digital J&K and services	Done
		Assist in enrollment of user services- Golden Cards, Domiciles, UDID etc	Done
3.	FINANCE / J&K BANK EDI, LABOUR	Self-Employment to at-least 15 persons / Panchayat	Done (List annexed)
		All Individual Subsidy Schemes- <i>Counter to be set up by banks at Panchayat level to verify, Sanction,</i>	No counter was set up
		Aadhar Seedling of all individual Beneficiary	Done
4.	REVENUE / DC, IT CSC	Aapki Zamin Apki Nigrani - <i>Inform, popularize</i>	Done (list annexed)
		Patwarkhana- <i>Verify, Establish, Paint information and timings</i>	NA
		Inheritance Mutations: <i>Complete</i>	Done
		Land Passbooks-generate and Issue for undisputed entries	Done
5.	HEALTH / NHM	PMJAY Golden Cards – <i>Saturate</i>	Done
		<i>Swachh</i> hospitals- <i>clean toilets, junk free premises</i>	NA
6.	SOCIAL WELFARE / Health	DIVYANG Camps- <i>Hold Camps, ensure fittings</i>	Nil
		Disability Cards (UDID) – <i>All existing 2.5 lakhs UDID Cards to be made digital</i>	Done
		NOAPS/ISSS PENSIONS- <i>Audit, Saturation of wall paintings of pension beneficiaries</i>	Done
		<i>Poshan Vatika</i> - <i>ensure 100% plantation</i>	Done
		500 Anemia Check Up Camps- <i>Conduct</i>	Not Done
		Aadhar Seedling- <i>Ladli Beti</i> beneficiaries, <i>Aanganwadi</i> beneficiaries	Done
		BBBP events, at least 5 in every district	Done
		Formation of Senior Citizens club in every Panchayat	Nil


Contd:.....



Signature of the Visiting Officer

S.No	DEPARTMENT / ASSISTED BY	WORK/DELIVERABLE	Achievement
7.	Forest (Green J&K Campaign)- Saturate	One Village One Beat Guard	NA to Panchayat
		Forest for Fodder and livelihood	NA to Panchayat
		Complete all preparatory plantation activities in winter Plantation areas	NA to Panchayat
		Audit of summer plantation in non summer plantation areas	NA to Panchayat
8.	Tourism / JKTDC	Tourist Destinations / Circuits/ The MES Treks - Identify, Delineate, Demarcate	NA to Panchayat
		Homestays – Identify	NA to Panchayat
		Village Cooperative - Provide Support for Tourism activities	NA to Panchayat
9.	Culture/ JKAACL	Talent Hunt at Panchayat Level - Organize	Done
10.	Labour / CSC	e- SHRAM- Saturate	50%
11.	School Education	Bringing back all out of school children	Done
		My School My Pride	Achieved
		Parent Teacher Meeting	Done
12.	Higher Education	Introduce and Start 30 Credit Skill Course in 50 Degree Colleges	NA to Panchayat
		Introduce Research under NEP in 30 GDCs	NA to Panchayat
		Complete and Launch HRM Module under e-Samarth Gov suite	NA to Panchayat
		Feed back of 1,00,000 Students of GDCs across J&K	NA to Panchayat
		Feed back of My College My Pride- Cleanliness Drive in every GDC	NA to Panchayat
13	Youth Affairs	Games in every Panchayat - Organize	Done
14	Transport	Complete Survey of all underserved areas in UT	NA to Panchayat
		100 cases under MUMKIN scheme	Nil
15	Tribal Affairs / CSC	All Scholarship Schemes-Saturate	Done
		Plan formulation of all villages under PMAAGY (Pardhan Mantri Aadi Adarsh Gram Yojana) – Complete	Done
16	PDD (Distribution Transformers)	Check unique no,	Done
		identify DTS with low oil and top up	Done
		identify DTs with load imbalance	Done
		replace non standard fuses with standard fuses	Done
		identify DTs without earthing and ensure proper earthing	Done
		remove foliage around DTs	Done
		All cases of electrical accident claims pending to be resolved and put up for disbursement	Done
17	CAPD / IT	Shift to Ration Card Management System (RCMS)	Partially
		100% Grievance Redressal	Nil
18	Skill Development	Skill Training of 13000 Health Staff and accreditation to NSDC/MSDE	70%
		Complete all admissions to Polytechnics	NA to Panchayat

Contd:.....


 Signature of the Visiting Officer

S.No	DEPARTMENT / ASSISTED BY	WORK/DELIVERABLE	Achievement
19	Cooperatives	25000 Cooperative members to be trained	NA to Panchayat
20	Science & Technology	Reach out to 10000 farmers for PM KUSUM Scheme	NA to Panchayat
21	PWD	100% online payments with no manual interface – Implement	NA to Panchayat
		Complete JKPC Merger Process	NA to Panchayat
22	ARI & TRAININGS	Inspection of 100 Offices at Block level- <i>Evaluate quality of work and grievance disposal, record keeping, inventory management</i>	NA to Panchayat
23	MINING	100% implementation of e-Challan with Zero Manual Interface	NA to Panchayat
24	DMRR	Dispose off all pending Grievances on relief commissioner grievances portal	NA to Panchayat
		Train 250 APDA MITRAs	NA to Panchayat
25	GAD	100% Biometric Attendance - Ensure	NA to Panchayat
		Ensure EPM by all employees	NA to Panchayat
		100% property returns filled in	NA to Panchayat
		100% online APRs	NA to Panchayat
		HRMs implementation	NA to Panchayat
26	JAL SHAKTI	Activate all Pani Samitis - <i>sensitise the local community/Gram Panchayats/Pani Samitis of their role and responsibilities in Planning, Implementation and Monitoring of JJM 2.</i>	Done
		Awareness generation regarding mechanism for Water Quality and testing of Water quality using Field	Done
		Testing Kits (FTKs) as per JJM guidelines	Nil
27	Law	250 Awareness and Assistance camps through Legal Service Authority	NA to Panchayat
28	Estates	Identify unauthorized occupants of government accommodation	NA to Panchayat
29	Public Grievances	Perception of Departments among public - Assess	NA to Panchayat
		50 Key issues of concern leading to grievances- <i>Identify</i>	NA to Panchayat
30	Hospitality and Protocol	Training of all employees of the department	NA to Panchayat
		Introduce and Implement Quality policy for the department	NA to Panchayat
31	Agriculture and Allied Sectors / CSC J&K BANK	Individual beneficiary schemes including bank loan schemes- <i>Accelerate, Saturate</i>	Done
		Soil Health Cards- <i>Saturate</i>	Done
		5 Kisan Melas- <i>Organize</i>	Done
32	Floriculture	Training and Awareness Camps for 1000 Farmers in Commercial Floriculture - <i>Organize</i>	NA to Panchayat
33	INDUSTRIES	Land allotment for Projects worth Rs. 6000 Crores	NA to Panchayat
		100% PMEGP Targets to be achieved	Done
		Preparation and submission of all 352 BRAP evidence Points under EODB	NA to Panchayat
		Central Inspection System to be made live online	NA to Panchayat


Signature of the Visiting Officer

Annexure " C"			
List of candidates selected under Self Employment Scheme			
S.No.	Name of Candidate	Parentage	Ward No
1	Amjad Iqbal	Mohd Azam	6
2	Sharaiz Ahmed	Wazir Mohd	7
3	Naveed Ahmed	Mohd Rashid	2
4	Mohd Liaqat	Afzal Hussain	3
5	Zaffar Iqbal	Manzoor Hussain	1
6	Mohd Mushtaq	Bagh Hussain	1
7	Tariq Iqbal	Mohd Shabir	1
8	Mohd Azeem	Fazal Hussain	1
9	Yasmeen Begum	W/O Mohd Parvaiz	4



Signature of the Visiting Officer

Annexure " D"			
List of candidates selected under Himayat			
S.No.	Name of Candidate	Parentage	W.No
1	Mohd Yaqoob	Mohd Bashir	5
2	Afraz Ahmed	Mohd Khurshid	1
3	Mohd Parvaiz	Mohd Azam	4
4	Mohd Asif	Manzoor Hussain	6
5	Mohd Shafiq	Mohd Sharief	3
6	Zaffar Iqbal	Mohd Azam	4
7	Sajad Ahmed	Shabir Ahmed	5
8	Talib Hussain	Mohd Shabir	4
9	Mohd Shakoor	Abdul Majeed	4
10	Mohd Javaid	Wazir Mohd	7
11	Mohd Majeed	Mohd Rashid	2



Signature of the Visiting Officer

Annexure “E”

S.No	Name of Teacher / Master / Headmaster	Designation	Name of school
1	Mohd Akbar	Headmaster	Govt High School Choudhary Nar
2	Roobina Shaheen Mirza	Master	
3	Shabnam Shawl	Master	
4	Yasmeen Akhter	Master	
5	Tahira Tabeena	Master	
6	Zahida Parveen	Master	
7	Mahroon Akhter	Teacher	
8	Shabnam Ara	Teacher	
9	Mohd Zail	Teacher	
10	Nahida Nighat	Teacher	
11	Shabnam Kousar	Teacher	
12	Sunaina Vishva Karma	Teacher	
13	Neghit Ara	Teacher	
14	Kousar Naaz	Teacher	
15	Isha Kumari	Teacher	
16	Faser Iqbal	Teacher	
17	Sonia Gupta	Teacher	
18	Talib Hussain	Teacher	Govt Middle School Durani wali Gali
19	Zahida Chouhan	Teacher	
20	Kalsoom Begum	Teacher (PET)	
21	Kashir Singh	Teacher	
22	Muzaffar Hussain	Teacher	
23	Mohd Asif	Teacher	Govt Middle School Powal Gah
24	Talib Hussain	Teacher	
25	Abdul Rahim	Teacher	
26	Rubina Kousar	Teacher	
27	Mohd Sadiq	Teacher (PET)	
28	Smt Ramni Narma	Teacher	Govt Primary School Moori Choudhary Nar
29	Sh Mohd Liaqat	Teacher	
30	Mohd Afzal	Teacher	Govt Primary School Paddar Choudhary Nar
31	Mohd Maroof	Teacher	
32	Badar Hussain	Teacher	Govt Primary School Chhawani Choudhary Nar
33	Zareena Begum	Teacher	
34	Nazma Rafiq	Teacher	
35	Shaيدا Begum	Teacher	Govt Primary School Choudhary Nar
36	Parveen Akhter	Teacher	
37	Raheena Kousar	Teacher	


 Signature of the Visiting Officer