



**15<sup>TH</sup> OCT to 3<sup>RD</sup> 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	LATESTBY	REMARKS
Jan Abhiyan	All Departments	Oct-15 <sup>th</sup> -26 <sup>th</sup>	Going on
Deputation of Sectt staff/ HoD' s	GAD	Oct 14 <sup>th</sup>	Done
Deployment of Staff to Panchayat's and serving of orders on deployed officers	DCs	Oct 25 <sup>th</sup>	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 <sup>th</sup>	
Training of visiting officers	DCs	Oct 27 <sup>th</sup>	
Field Visits to be completed	Visiting Officers	Nov 3 <sup>rd</sup>	DCs to supervise and ensure that each Panchayat is visited within the period specified
Data of B2V4 to be uploaded	Visiting Officers	Nov 10 <sup>th</sup>	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	ACTIONPOINTS
Day0	Meeting with Deputy Commissioner and his/her team	<p>A. Take printout of filled booklets of B2V1, B2V2 and B2V3 from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a></p> <p>B. Also take print out soft summarized excel sheets of the Previous phases from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a>.</p> <p>C. Collect ATRs on issues raised during previous 3 phases from the office of Deputy Commissioner (Planning Deptt).</p> <p>D. Take prints of blank 2 booklets of B2V4 from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a>.</p> <p>E. Take plans for 2 previous years and ATRs from the planning deptt.</p> <p>F. Complete trainings on different components of B2V4 being Organized by respective Deputy Commissioners.</p> <p>G. Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads:</p> <ul style="list-style-type: none"> <li>• PRI grants</li> <li>• District Plan</li> <li>• UT plan</li> <li>• MGNREGA</li> <li>• Other schemes of other departments</li> <li>• Any other work</li> </ul> <p>H. Plans/ beneficiary lists:</p> <ul style="list-style-type: none"> <li>• MGNREGA draft plan document for the year 2022-23.</li> <li>• List of Awaas+ beneficiaries along with IHHL Convergence</li> <li>• List of pension beneficiaries.</li> <li>• List of SHGs</li> <li>• List of agriculture scheme beneficiaries</li> </ul> <p>I. Lists of beneficiaries for:</p> <ul style="list-style-type: none"> <li>• Various certificates /benefits to be distributed by the visiting officer.</li> <li>• Any other activities identified by different departments</li> </ul>

## Day1

Reach the village

1. Ensure that all frontline 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 Amrit Sarovars and get its geo-tagged photos.
7. Inspect Khidmat (CSC) Centres and create Generate awareness on 225 schemes particularly G2C schemes like BEAMS, Jan bhagidari, Aap ki Zamin Aap ki Nigrani, 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 deliverables of 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 Mukht Abhiyan

Day2	Have a meeting with all stakeholders-Deptt officials and panchayat members	<ol style="list-style-type: none"> <li>1. Discussion and assess the progress of different schemes relating to the localized SDGs prioritized forth at village as per the resolution passed by that Gram Panchayat on 1<sup>st</sup> April22,on National Panchayti Raj Day.</li> <li>2. Sensitize village residents about my Scheme” portal (myscheme.in) which includes information about all the schemes being run by Central/State/UT Govt across the country.</li> <li>3. Hold meeting of the Biodiversity Management Committees to deliberate on issues pertaining to conservation of bio-diversity and sustainable utilization of biological resources.</li> <li>4. Prepare Village development plan, in consultancy with Gram panchayat, discuss it in Gram Sabha and get it approved.</li> <li>5. Ensure saturation of soil health card and golden health card under Golden Health Card under Ayushman Bharat.</li> <li>6. Ensure saturation of Old Age Pension Scheme.</li> <li>7. Ensure Domicile Saturation.</li> <li>8. Ensure KCC Saturation.</li> <li>9. Ensure saturation of land passbooks.</li> <li>10. Ensure registration of village vendors needed for any scheme on GEM portal.</li> <li>11. Ensure panchayat contractors registration.</li> <li>12. Encourage Panchayat members for importance of plantation drive in Panchayat under Har Gaon Hariyali.</li> <li>13. Ensure paintings on digital J&amp;K in panchayat Ghars.</li> <li>14. Ensure painting on panchayat activites and CSS in panchayat Ghars.</li> <li>15. The visiting officers shall check no of kindergarten and playfields present in the panchayat for kids and students, if the infrastructure present in the school are good enough.</li> <li>16. Hold meeting with panchayat members to discuss about corruption menace and steps required to make J&amp;K corruption free.</li> <li>17. Obtain a candid assessment about performance of various Deptts including fair feedback about discrepancies in functioning.</li> <li>18. Check the status of Nasha Mukht Abhiyan and reporting of drug addicts to Deputy Commissioner.</li> <li>19. Identify Tourist Destinations, Circuits, Theme Treks, Identify Homestays, provide support for tourism activities through Village Cooperative.</li> <li>20. Organize Talent Hunt at Panchayat Level.</li> <li>21. Conduct social audit of at least 5 works under followings schemes: <ol style="list-style-type: none"> <li>a. MGNREGA.</li> <li>b. PMAY.</li> <li>c. IHHL toilets and payments.</li> <li>d. CSCs.</li> <li>e. AMRITSAROVARS</li> </ol> </li> <li>22. Hold a Mahila Sabha and a Bal Sabha and record proceedings in the format given.</li> <li>23. Inaugurate village Haat under JKSRLM.</li> <li>24. Check if youth clubs are formed in the panchayat and what activities they are engaged in.</li> <li>25. Organize a village level cultural event to engage panchayat members.</li> <li>26. Sensitize GP about E-kitab kosh an initiative of J&amp;K Govt. for empowering youths through online digital literacy</li> </ol>
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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, where ever 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 hardcore planning and audit and is not a PR exercise.
5. Every Deputy Commissioner has to ensure that at least one RDD official (ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure conduct of all activities as planned. Panchayat wise order 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](http://www.jkpanchayat.in) portal, before they leave panchayat.
7. Focus of visit are youth, skills, self-employment, Nasha Mukht, Bhrashtachar Mukht, 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 grassroots machinery–
    - i. Patwari, VLW present and available
    - ii. Available funds utilized in public interest and as per Gram Sabha resolutions
    - iii. Fairness in governance
    - iv. CSS / Individual beneficiary schemes etc.
    - v. Bhrashtachar Mukht J&K
    - vi. Bhai Mukht J&K
    - vii. Nasha Mukht 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: **Mr. Ashok Thukaan, JKAS.**

Designation: **Financial Advisor & CAO.**

Department/place of posting: **Revenue Department, J&K Civil Secretariat**

Mobile No: **9419157255.**

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

Home District: **Udhampur.**

Dates of visit: **2<sup>nd</sup> and 3<sup>rd</sup> 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](http://jkpanchayat.in/b2v4.php)) (to be validated by the visiting officer and missing details to be filled)**

Name of the Panchayat: **KOLSAR**

(LGD) code of the Panchayat: **239921**

Name of CD Block: **POUNI**

Name of Tehsil: **REASI**

Name of District: **REASI**

### C) Panchayat Profile:

No. of Revenue villages : **3**

No. of Hamlets : **22**

No. of Households: **300**

Population (approx): **2000**

## Part-II:

(To be filled up by the Visiting Officer during his/her two days visit to the Panchayat. All Field 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
RDD	Sourab Vaid	Secretary Panchayat
RDD	Manik	Panchayat Accounts Assistant
PDD	Arun Gupta	Junior Engineer
Education	Om Parkash	Teacher
Sheep Husbandry	Rakesh Kumar	Assistant Stock Man
ICDS	Pooja Rani	Anganwadi Worker
Forest	Sunil Kumar	B.O. Talwara
Social Forest	Ram Rattan	Guard
Revenue	Mohd. Khalid	Patwari
Education	Raj Kumar	Multi Tasking Staff
ICDS	Gurmeet Kour	Anganwadi Worker
PHE	Pawan Singh	Line Man
ICDS	Vimla Devi	Anganwadi worker
Health	Swati Sharma	M.L.H.P
Agriculture	Narinder Singh	A.E.A

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

Department	Name	Designation
PMGSY	-	-
Floriculture	-	-
Horticulture	-	-
Irrigation	-	-
Sericulture	-	-

## DAY1-ACTIVITIES

### AGENDA 1: PANCHAYAT ASSET REGISTER

#### Infrastructure:

1. Panchayat Ghar Infrastructure
  - a. Govt building/private (Govt. Building)
  - b. New/Needing repairs ( Needs Repairs)
2. Furniture (Y/N) (Yes)
3. Computer/printer (Y/N): (Yes)
4. Internet(Y/N): (No)
5. Telephone (Y/N) (No)
6. Toilet(CSC/part of panchayat ghar) (Y/N) (Yes)
7. Water (Y/N) (No)
8. Electricity (Y/N) (Yes)
9. Bank branch (Y/N) (No)
10. CSC (Y/N) (Yes)
11. Patwar khana (Y/N) (No)
12. Village Haat (Y/N) (Yes)
13. Play ground (Y/N) (Yes)
14. School-
  - a. Kindergarten (Y/N) (No)
  - b. Primary (Y/N) (No)
  - c. Secondary (Y/N) (Yes)
  - d. College (Y/N) (No)
  - e. University(Y/N) (No)
15. Anganwadi Centre(Y/N) (Yes) Salary for the last 5 months has not been paid to  
**ICDS workers, Needs immediately disbursement**
  - a. (Govt/Private) (Private)
  - b. Total children enrolled (130)
16. Amrit Sarovars, details, location, condition (No)
17. Govt. offices details, whether functional or not (Yes)
18. Ration shop (Y/N) (Yes)
19. Places of tourism importance–names, little details on historical/cultural importance (Devsthan)
20. Village heritage sites/treks-names, little details on historical/cultural importance (Devsthan).
21. VLW Office (Y/N) (Yes)
22. Primary Health care Centre(Y/N), (Sub-Centre)
23. List of Incomplete Buildings-names, year of construction.

**(Health Sub-Centre, Nagar physically completed in the year 2020-21 with an estimated cost of Rs. approx.55.00 Lakhs but due to delay in tendering process of electricity connection and installation, the building is not handed over for the public use ) Unanimous request of the panchayat to open sub-centre for public use without further delay as the already running sub-centre in 9\*10 size muddy unsafe room in private .**

24. List of Un-derutilized Buildings-names (-)

## DAY1-ACTIVITIES

### AGENDA 2:

### DIFFERENT INSTITUTIONS /INFRASTRUCTURE PROJECTS TO BE VISITED

AMRITSAROVARS	Visit,verify	COMMENTS
Khidmat Centres	Create/Generate awareness on 225 schemes particularly G2C schemes Aapki Zamin Aapki Nigrani, Beams, Jan Bhagidari, Digital J&K	Conducted awareness camps on all 225 schemes
JKB/PSB counters/outlets	a) Status of counter b)Number of visitors	No Counter found in the panchayat
<b>Incomplete buildings / projects</b>	<b>Verify whether identification and re-distribution done</b>	<b>Sub-Centre (Health) Completed except electricity connection, immediately</b>
PDS	Visit, evaluate ,online status	- Not found
<b>PHC</b>	<b>Visit-evaluate, status of staff, equipment and quality</b>	<b>Done, staff, Equipments available but no infrastructure.</b>
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, found functional
Swachh SBM	Evaluate	Done
Panchayat playground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the play ground	Not provided by JKYSS Department
Har Gaon Hariyali, Plantation drive	Evaluate status ,feedback	Done
Village cultural event Dangal/Haat/Mela	Participate in; ensure that it is held	<b>Done, Cultural event in GMS Beri Laid, Kolsar</b>
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V	Done
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify	Done, Reportedly not beneficial for public.

## DAY1-ACTIVITIES

### AGENDA-3: SATURATE JANBHIYAN

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

S.No.	Department	Work/Deliverable	Remarks
1.	Rural Development	1) All B2V WORKS – Document verification to be completed. 2) All GPDPs to be prepared and finalized under convergence mode. 3) Panchayat Awards to be finalized. 4) Village Haats to be established in every village	Verified and all GPDPs prepared and finalized.
2.	Information Technology	1) CSC CAMPS- One per Panchayat to be organized. 2) All 225 online services- to be popularized and information about them to be disseminated. 3) Awareness, information and education about BEAMS, Jan Bhagidari etc. to be spread through demonstrations. 4) Hoardings, Wall paintings in all Panchayats about digital J&K and services. 5) Assistance to be provided in enrollment for user services- Golden Cards, Domiciles, UDID etc.	Done  Done  Done  Done  Done
3.	Finance	1) Self-employment to at least 15 persons / panchayat. 2) For all individual subsidy schemes, counters to be set up by banks at panchayat level for verification, sanctioning, disbursement of cases and also accepting fresh applications 3) Aadhaar Seeding of all individual beneficiary schemes. 4) Financial inclusion through JDY, JJBY, JKBY, APY.	Awareness programme held. Done  Done  Done
4.	Revenue	1) Information complain for popularization of AAPKI ZAMIN AAPKI NIGRANI. 2) Patwar Khanas to notify information and timings. 3) Pending inheritance mutations to be completed. 4) Land passbooks to be generated and issued for undisputed entries.	Done  Done  Process started  Process started
5.	Health	1) PMJAY GOLDEN CARDS Saturation. 2) Swachh hospitals –clean toilets, junk free premises.	Completed Done.
6.	Social Welfare	1) DIVYANG CAMPS to be held for ensuring fittings of disability aid.	Done

		2) DISABILITY CARDS (UDID)-All existing 2.5 lakhs UDID cards to be made digital. 3) NOAPS/ISSS PENSIONS audit,Saturation and notification of pension beneficiaries. 4) POSHAN VATIKA-ensure 100% Plantation. 5) 500 Anemia check-up camps to be conducted. 6) AADHAR SEEDING of Ladli Beti and Anganwadi beneficiaries. 7) BBBP events-at least 5 in every district. 8) Formation of Senior Citizens club in every Panchayat.	Identifying process started - - Awareness programme done Done - -
7.	Forest	1) GREEN J&K DRIVE-Jan Abhiyan 2) a) One Beat Guard, One Village programme-preparatory plantation activities in winter plantation to be completed Audit of plantations in non summer plantation areas to be conducted. b) Forest for Fodder.	Awareness programme conducted.
8.	Tourism	1) Identification, Delineation and Demarcation of atleast 5 tourist destinations, Circuits, Themes, treks, per District. 2) Identification of Homestays. 3) Establishment of Village Cooperatives for providing support to Tourism activities.	Identified and projected in demands on last page of the booklet.
9.	Culture	1) Organization school Talent Hunt Competitions.	Done
10.	Labour & Employment	1) Saturation of e-SHRAM.	50% completed
11.	School Education	1) Identification of all out of school children, compilation of list with photographs. 2) MY SCHOOL MY PRIDE – cleanliness and maintenance drives to be organized. 3) Holding of atleast 200 parent teacher meetings per district.	Awareness organized.
12.	Higher Education	1) 30 credit skill course in 50 colleges-degree to be introduced and started. 2) Research under NEP in 30 GDCS to be introduced. 3) HRM module under e-Samarth Gov suite to be completed and launched. 4) Feedback of 1,00,000 students of GDCs across J&K to be obtained. 5) MY COLLEGE MY PRIDE-Cleanliness Drive in every GDC.	NA
13.	Youth Affairs	1) Sports activities/games to be organized in every Panchayat.	Organised.
14.	Transport	1) Survey of all underserved areas in the UT to be completed. 2) 100 cases under MUMKIN scheme to be finalized.	
15.	Tribal	1) All scholarship schemes – to be saturated.	Done

		2) Plan formulation of all villages under PMAAGY (Adarsh Gram Scheme) to be completed.	
16.	Power Development	1) DISTRIBUTION TRANSFORMERS- a) Check unique No, remove foliage around DTS. b) identify DTS with low oil and top up, c) identify DTS with load imbalance, d) replace non standard fuses with standard fuses, e) identify DTS without earthing and ensure proper earthing. 2) All pending electrical accident claim cases - to be resolved and put up for disbursement	Conveyed all instructions to PDD employees in presence of Gram Sabha.
17.	Food, Civil Supplies & Consumer Affairs	1) Shift to Ration Management System (RCMS). 2) 100% grievance redressal to be ensured.	
18.	Skill Development	1) Skill training of 13000 health staff and accreditation to NSDC/MSDE to be completed. 2) All admissions to polytechnics to be completed.	
19.	Cooperatives	1) Ensuring training of 25000 cooperative members. 2) Holding of 650 awareness camps. 3) 1000 cooperatives to be registered and started.	
20.	Science & Technology	1) Outreach and training of 10000 farmers for PM KUSUM scheme.	
21.	Public Works (R&B)	1) 100% online payments with no manual interface to be implemented.	
22.	Ari & Trainings	1) Inspection of 100 offices at DCs block level for evaluating quality of work and grievance disposal, record keeping, inventory management.	
23.	Mining	1) 100% implementation of e-challan with zero manual interface.	
24.	DMRRR	1) All pending grievances on Relief Commissioner grievances portal to be disposed off. 2) Training of 250 AAPDA MITRAS.	
25.	GAD	1) Ensuring Biometric Attendance. 2) Ensuring filing of EPM by all employees. 3) Ensuring 100% filling of property returns. 4) 100% online APRS- ensure. 5) HRMS module to be implemented.	
26.	Jal Shakti	1) Activation of all PANI SAMITIS- sensitizing the local community/Gram Panchayats/ Pani Samitis of their role and responsibilities in Planning, Implementation Monitoring of JJM. 2) Awareness generation regarding mechanism for Water Quality and testing	



		of Water quality using Field Testing Kits (FTKS) as per JJM guidelines.	
27.	Law,Justice & Parliamentary Affairs	1) 250 awareness and Assistance camps through Legal Service Authority to be organized.	
28.	Estates	1) Identification of unauthorized occupants of government accommodation to be completed.	
29.	Public Grievances	1) Assessment of perception of departments amongst public. 2) 50 key issues of concern leading to grievances to be identified.	
30.	Hospitality and Protocol	1) Training of all employees of the department. 2) Quality policy for the department to be introduced and Implement.	
31.	Agriculture Production / JK Bank	1) Acceleration and Saturation of CS individual beneficiary schemes including bank loan schemes- Soil Health Cards. 2) 5 KISAN MELAS to be organized.	
32.	Floriculture	1) Training and awareness camps for 1000 farmers in commercial floriculture.	
33.	Information	1) Beats of J&K- an initiative to identify, encourage and launch at least 100 musical talents of J&K- Launch to be hosted on you-tube channel. 2) Identify 50 role models and engage them to inspire youth through a contemporary digital format to be Launched.	
34.	Industries & Commerce	1. Land allotment for projects worth Rs. 6248 crores to be issued. 2. PMEGP: a) Targets to be achieved b) 100 awareness camps- five per district to be organized. 3. Single Window System: a) 100% implementation and submission of 352 reforms of BRAP-2022 under Ease of Doing Business and Ease of Living initiatives. b) Central Inspection System to be made live online on JK Single Window System. 4. 250 Block Level Camps for Registration of Artisans, Dealers and Registration / Renewal of all eligible Dealers, under J&K Registration of Tourists Trade Act 1978- to be organized. 5. Development work of 5 Industrial Estates to be initiated.	



35.	Planning, Development & Monitoring	1. Saturation of data of aspirational blocks on ABDP platform.	
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## DAY1-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 indifferent categories sanctioned:**

**Details of the bank sanctioning it:**

**Total amount involved:**

## DAY1ACTIVITIES

### 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

### DAY2

- 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 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 grievances 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/14thFC payments are being made by Sarpanch through Digital Signature Certificate (DSC): Yes



## HUMAN RESOURCE AVAILABLE AT THE PANCHAYAT LEVEL:

SRNO.	DEPARTMENTWISE STAFF	NUMBERS		NAMES
		SANCTIONED	ACTUAL	
	Rural development department:			
	BDO	01	01	Sumit Suri (BDO)
	JE	01	01	Shabir Malik (JE)
	GRS	01	-	
	TA	01	01	Satma Rahul (T.A)
	SCHOOL EDUCATION:			
	TEACHER	19	19	
	HEADMASTER	01	01	
	ANY OTHER	09	04	
	JAL JEEVAN:	-	-	-
	PDD:			
	LINEMAN	01	01	Arun Gupta (J.E)
	JE	01	01	
	ANY OTHER			
	FOOD & CIVIL SUPPLIES	-	-	-
	AGRICULTURE & ANIMAL HUSBANDARY	01	01	Narinder Singh
	SOCIAL WELFARE	-	-	-
	HEALTH:			
	ASHA	04	04	
	ANM	02	02	
	AYUSH DOCTOR	-	-	Swati Sharma, MLPD
	ALLOPATHIC DOCTOR	-	-	-
	ANY OTHER DEPARTMENT	-	-	-

## DAY 2- ACTIVITIES

### AGENDA NO.1

Discuss 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 April22, on National Panchayati Raj Day (Copy of the resolution to be taken from [www.jkpanchayat.in](http://www.jkpanchayat.in) portal under the link of Gram Swaraj Month)

1. SDGs AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY 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 Proposed SWM/LMW
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar ,biogas

#### No

- 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 **(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 ?
- ii) Do all the eligible individuals been provided the Golden Card ?
- iii) Are all the Children being immunized as per the Schedule recommended by Govt. of India ?
- iv) Are all the eligible individuals been vaccinated against COVID-19 ?
- v) Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal check ups ?
- vi) Whether all the deliveries were Institutionalized or conducted by trained Midwives ?

#### 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
- iii) Do all the IHHs in the Gram Panchayat have toilets ?
- iv) Are all the IHHs toilets functional or not ?
- v) Do all the Schools / Anganwadi centers have a toilet facility or not ?
- vi) Are all the toilets in the schools / Aaganwadi functional or not ?
- vii) Whether Gram Panchayat Bhawan has separate toilets for women or not ?

#### **4 Child Friendly village**

- i) Do all the children under the age of 0-6years been enrolled in the Anganwadi centers for pre schooling ? (Yes).
- ii) How many Bal Sabha's were organized in the Gram Panchayat 01.
- iii) Whether the issues raised by Bal Sabha are addressed during the Gram Sabha. (Yes)
- iv) Whether Gram Panchayat is tracking the data related to drop out children and children with irregular attendance ? (Yes).
- v) Do all the schools under the Gram Panchayat have separate toilets for girls and boys ? (Yes).

#### **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 ? (No)
- 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 ? (No)
- vi) Has Job Cards been distributed to all the eligible individuals under MGNREGA ? (Yes)
- vii) Has Gram Panchayat facilitated SHGs for Bank Account Linkages ? (Yes)

#### **7 Socially secured village**

- i) Whether Gram Panchayat is maintaining data related to Differently Abled People ? (No)
- ii) Is Gram Panchayat Office Disabled Friendly or not ? (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 ? (No)
- 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 01.
- ii) Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes).
- iii) Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes).
- iv) Number of women beneficiaries headed households covered under PDS system (18).
- v) Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana (08).

## 9 Self-sufficient infrastructure in the village

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet (No).
- ii. Whether the Disaster management plan is available at the GP Level (No).
- iii. Whether child-friendly park with required facilities is available in GP (No).
- iv. Whether the GP has easy access to Godown for storage (No).
- v. Whether street lights are provided in public places for ensuring safety (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 Bio-Diversity Management Committees to deliberate on issues pertaining to conservation of bio-diversity and sustainable utilization of biological resources. He should check People Bio-diversity register (PBR) of that panchayat and review if Biodiversity Management Committee constituted for that panchayatis 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 MEETINGDETAILS-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-homestays
- ☐ 20 candidates for training under Himayat scheme alongwith trade in which training is to be given

## DAY2ACTIVITIES

### AGENDA 5

Ensure saturation of following schemes and give status:

NAME OF THE SCHEME	TOTAL ELIGIBLE BENEFICIARIES IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFIT OF THE SCHEME	REASONS FOR PENDING
Golden Health Card under Ayushman Bharat	2246	1903	343, Not Applied
Janani suraksha yojana	Nil	Nil	Nil
OLD AGE Pension	121	121	Nil
Widow Pension	25	25	Nil
Disability Pension	31	31	Nil
Domicile Certificate	2475	(90%) completed	5% Issued on the spot during B2V4
Kisan Credit Card	231	150	131, Applied for.
PM kisan Samman Nidhi	231	180	101 Applied for.

Land Pass Book	No a single	Nil	Nil
Registration of village vendors on GEM portal	No single vendor registered	Nil	Nil
Registration of village contractors on jk tenders portal	6	6	Nil
Registration of village contractors on PWD portal	6	6	Nil
Incomplete buildings / projects			

## DAY2 ACTIVITIES

### AGENDA6

#### NASHA MUKTABHIYAN

1. Whether gram sabha resolution passed: (Yes).
2. Details of activities conducted. Nasha Mukta Pledge / Nukad Natak Play.
3. Whether all activities and GS resolution uploaded on jkpanchayats.in portal (Yes).
4. How many drug addicts in the village (03).
5. Whether reported to the Deputy Commissioner. (Yes)
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 followings 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	Khul in the land of Bansi Lal to Ghai H.No. 04	2021-22	Rs. 2.5 Lacs	Yes	Yes	Nil
PMAY	Radha Rani	2021-22	Rs. 1.3 Lacs	Yes	Yes	Nil
IHHL UNDER SBM-G	Preetam Singh	2019-20	Rs. 0.12 Lacs	Yes	Yes	Nil
CSC UNDER SBMG	CSC Unit at Nagar	2020-21	Rs. 2.0 Lacs	Yes	Yes	Nil
AMRIT SAROVAR	Nil	-	-	-	-	-

## DAY 2 ACTIVITIES

### AGENDA 8

#### MAHILA SABHA

Total women in the village above the age of 18 (600 approx.)

Total attended (110)

Proceedings:

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

## DAY 2 ACTIVITIES

### AGENDA 9

#### BAL SABHA

Hold a balsabha and record proceedings (Done)

Total children in the village above the age of (10 Years)

Total attended (50)

Proceedings:

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



## DAY2ACTIVITIES

### AGENDA10

### INAUGURATIONS

SR NO.	ASSETS/ACTIVITIES INAUGRATED	STATUSOF THEASSET/AC-TIVITIES(NUMBER,OTHER DETAILS)	GEO-TAGGED PHOTOS
	VILLAGE HAAT under JKSRM (SUN-DAYMARKET)	Organized at Panchayat Ghar Buildings	Yes
	PMAY houses if any ready for inaugra-tion	Radha Devi W/o Vijay Kumar completed in all respects.	Yes
	Swachh gram projects-segregation sheds etc	Nil	
	Amrit sarovars	Nil	
	Sports kits	Issued to Panchayat	Yes
	Village cultural events	-	-
	JJM assets /projects	NA	NA
	Any other to be identified at District level	-	-

## FOLLOW UP OF (B2V1, B2V2 & B2V3):

(Pre filled excel sheet to be taken from district level/and also to be downloaded  
From [www.jkpanchayat.in](http://www.jkpanchayat.in))

S.NO.	Particulars	Actiontaken	Remarks#
I. Urgent Public Requirements / Demands-B2V1			
1	Upgradation from zero more to Malair		Pending
2	Construction of matador Road Dhamwa to Gun via pager		Pending
3	Construction of matador road Kheral to Dhabbad Ward No. 5	Completed	Taken up under MGNREGA + 14 FC
II. Urgent Public Requirements / Demands- B2V2			
1	Main Road to Upper-Gun	On-going	Under PWD
2	Public Transport	Available	-
3	Ambulance-Doctor	Completed	102,108 available
4	Upgradation of transformer	Completed	Upgraded
5	Staff in School	Available	-
6	Upgradation of P.S. Gun to M.S.		-
7	Canal from Aaila to Gun		-
S.NO.	Particulars	Actiontaken	Remarks#
III. Major Problems-B2V1			
1	Transportation	Available	
2	Bad Condition of Road	Available	
3	Need of an Ambulance	Available	Service available 102 & 108

4	Water Storage Tank	Pending	
5	Irrigation – Gunn Village	Pending	
IV.	MajorProblems-B2V2		
1			
2			
V.	MajorProblems-B2V3		
1			
2			
3			
VI.	MajorComplaints-B2V1		
1	Irrigation khul from Aaila to Gunn has been damaged. There is urgent need to taken up a project that can be solve the irrigation problem of the village.		
2			
VII.	MajorComplaints-B2V2		
1	Irrigation khul from Aaila to Gunn		
2			
VIII.	MajorComplaints-B2V3		
1	Road from main road to upper Gun	Repaired	
2	Requirement of public transport	Available	
3			



## OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS


1. **BEST DEPARTMENT:** RDD / PDD / Forest / Health / ICDS / Education / PHE / Sheep / Agriculture.
2. **LEAST RESPONSIVE DEPARTMENT:** Irrigation, Horticulture, Floriculture, PMGSY, Sericulture.

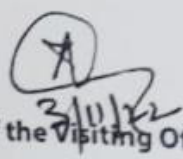
## GENERAL ASSESSMENT OF THE VISITING OFFICER

- I Any major complaints brought to the notice of the Visiting Officer: **On going water pipeline from Neela Dhab under Jal Shakti Scheme is not beneficial to the public and it is completely misuse of Govt. funds.**
- II Major / urgent public demands that was / were reflected earlier but have not been addressed so far: **Irrigation Khul from Aalia to Gunn.**
- III Overall assessment of the visit and suggestions: **Very Good.**  
(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) **(07) Required monthly visit of all line Departments in Panchayat.**
- V Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days.

### Major Demands:

- 1) Construction of additional four class rooms with Bathrooms in GMS Kolsar / Re-construction of existing School which seems to be unsafe for children and staff.
- 2) Upgradation of Govt. High School Nagar from High School to Higher Secondary.
- 3) Posting of staff in H.S. Nagar.
- 4) Construction of boundary wall in GHS Nagar.
- 5) Khidmat Centre in Panchayat.
- 6) MGNREGA Liability.
- 7) SRTC Bus Service to Panchayat.
- 8) ST School W. No. 01
- 9) Fencing of Graveyard (Kabristan) W. No. 02
- 10) Receiving Station.
- 11) Moving Doctors for tribals and providing of tents approx. 50 Nos.
- 12) Improving signal strength of mobile connectivity.
- 13) Construction of boundary wall at M.S. Gun
- 14) Ropeway from Gunn to Sangrote under Parbat Mala
- 15) First Aid Centre at Village Gunn.

  
Signature of Sarpanch  
Goutam Kumar  
Sarpanch Pvt Kolsar

  
Signature of the Visiting Officer  
Name. Ashok Thukana, JKAS

9419157255/facao-rev@jk.gov.in



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