

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

KEYFEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

ity	INSTRUCTIONS	ACTION POINTS
ity	Seeking details from the District team	a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in b. Also take print outs of the summarized excel sheets of the previous phases from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in ATRs on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner. c. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.jk.gov.in d. Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads: • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work e. Plans/ beneficiary lists: • MGNREGA draft plan document for the year 2023-24. • List of Awaas+ beneficiaries alongwith IHHL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries f. Lists of beneficiaries for: • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

ity	Reach the Panchayat on day of visit.	1. To hold meetings with PRIs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure & implementation of Schemes as per Schedule 1A, 1B & Schedule-II. 2. Ensure that all front line workers of different depts are present. 3. Ensure exhibition by different depts, about individual beneficiary schemes. 4. Inspect JKB/PSB counters/outlets. 5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity. 6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav. 7. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks. 8. Visit government establishments, i.e., Health facility, Education Institute, Anganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc. 9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigrani, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JJM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. 12. Wherever possible, distribute employment letters for people selected under various government employments. 13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL toilets and payments CSCs & AMRIT SAROVARS. 14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved. 15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc. 16. Organize village-level cultural events to engage panchayat members. 17. Obtain a candid assessment about the performance of various depts, including fair feedback about discrepancies in functioning. 18. Open discussion on Nasha Mukh Abhiyan, corruption-free Panchayat, etc. 19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.
-----	--------------------------------------	--

GENERAL INSTRUCTIONS

1. The visiting officer shall spend at least three days in a Gram Panchayat to assess the details of the Gram Panchayat comprehensively.
2. He/She shall refrain from giving or offering any commitment on behalf of the government and shall adopt an unbiased attitude in reporting issues. As far as possible, his/her observation should be based on a fair and analytical view emerging from his/her interaction in the village.
3. He/She is going to the Panchayat as a planning officer, not for sanctioning any works or for making any commitments.
4. While preparing the Gram Panchayat development plan, he/she 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 the rest of the works to DCs for reflecting it under district/CSS plans.
5. His/her work shall be hard-core planning and audit and is not a PR exercise.
6. 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 the conduct of all activities as planned, Panchayat-wise orders need to be issued in advance.
7. The BDO has to ensure that Gram Sabha is held during the visit of the officer in the panchayat and uploaded on Vibrant Gram Sabha Portal.
8. The 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 the www.jkpanchayat.jk.gov.in portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha Mukti, Bhrashtachar Mukti, Rozgar yukt J&K, besides carrying forward the activities during Jan Abhiyan and saturating them.

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 Mukti J&K.
 - vi. Nasha Mukti, 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. The visiting officer shall not leave the district without handing over a hard copy of the report to the Rural Development official (BDO/Panchayat Secretary) for further uploading of the report on the www.jkpanchayat.in / www.jkpanchayat.jk.gov.in portal within a week's time, positively.

Instruction for Field visit

FIELD VISIT

Facility	Purpose
Khidmat Centres	Create /Generate awareness on online services particularly Q2C schemes Aapki Zamin Aapki Nigamti, Beans, Janbhigdari, Digital J&K
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/projects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground
Har Gaon Hariyali, Plantation drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is held
Dangul/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeevan Mission verification- WSS/JSD Electricity supply	Verify

AWARENESS GENERATION ABOUT FLAG SHIP SCHEMES

The Visiting Officer shall create awareness about the following schemes:-

FLAG SHIP SCHEMES

1. Ayushman Bharat- PM-JAY
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission
3. PM Awas Yojana (Rural)
4. PM Ujjawala Yojana
5. PM Vishwakarma
6. PM Kisan Samman Nidhi
7. Kisan Credit Card (KCC)
8. PM Poshan Abhiyan
9. Har Ghar Jal- Jal Jeewan Mission
10. Survey of Villages and Mapping with improvised technology in Village areas (SVANMITHA)
11. Jan Dhan Yojana
12. Jeevan Jyoti Bima Yojana
13. PM KUSUM Yojana
14. Suraksha Bima Yojana
15. Atal Pension Yojana

ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS

1. Enrolment in Eklavya Model residential school
2. Scholarship schemes
3. Forest Rights Title: Individual and Community Land
4. Van Dhan Vikas Kendra: Self Help Groups

Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.

1. SDGs AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY MARCH 2024
2. STATUS OF WORKS UNDER THE FOLLOWING GOALS

Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste? ☒ Yes
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas? ☒ Yes
- iii. Has mapping of land use, water bodies, forest, slopes, wetlands, 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. ☒ Yes/☐ No
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. ☒ Yes/☐ No

Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? ☒ Yes/☐ No
- ii. Do all the eligible individuals been provided the Golden Card? ☒ Yes/☐ No
- iii. Are all the Children being immunized as per the Schedule recommended by Govt. of India? ☒ Yes/☐ No
- iv. Are all the eligible individuals been vaccinated against COVID-19? ☒ Yes/☐ No
- v. Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal check-ups? ☒ Yes/☐ No
- vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? ☒ Yes/☐ No

Water-sufficient village

- i. Do all the HHs in the Gram Panchayat have water pipeline connections? ☒ Yes/☐ No
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify
- iii. Do all the HHs in the Gram Panchayat have toilets? ☒ Yes/☐ No
- iv. Are all the HHs toilets functional or not? ☒ Yes/☐ No
- v. Do all the Schools/Anganwadcenters have a toilet facility or not? ☒ Yes/☐ No
- vi. Are all the toilets in the schools/Anganwadfunctional or not? ☒ Yes/☐ No
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? ☒ Yes/☐ No

Child-Friendly village

- i. Do all the children under the age of 0-6 years been enrolled in the Anganwadcenters for pre-schooling? ☒ Yes/☐ No
- ii. How many BalSabha's were organized in the Gram Panchayat.

- iii. Whether the issues raised by Batsabha 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 Panchayathave separate toilets for girls and boys? Yes/No

5. Village with good governance

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

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? Yes/No
- iii. Has Gram Panchayat provided space for Self-help Groups in PanchayatChar for holding meetings or not? Yes/No
- iv. Have all the eligible households been registered for Pension or not? Yes/No
- v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No

7. Socially secured village

- i. Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No
- ii. Is Gram Panchayat Office Disabled Friendly or not? Yes/No
- iii. Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No
- iv. Do all the Schools in the Gram Panchayathave facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? Yes/No
- v. Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No
- vi. Are all the eligible households getting benefits from IAY or not? Yes/No

8. Engendered Development in Village

- i. How many MahilaSaba's were organized in the Gram Panchayat? 2
- 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. Yes
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva VandanaYojana —

Self-sufficient infrastructure in the village

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No *Yes*
- 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) *Yes*

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. γe_3 ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). γe_3 iii. Awareness about G.I. Tagging of agriculture crops. -- iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. γe_3 v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. γe_3 vi. Implementation of FasalBeemaYojna (Crop Insurance) γe_3 vii. Issuing sanction letters for insurance of the Cattle --
2	Rural Development Department	i. Establishment of AmritSarovar per Panchayat (Target/Achievement) γe_3 ii. Saturation of all households in SHGs across all panchayats. γe_3 iii. Number of works verified and completed during B2V-I, II, III & IV. iv. Achieving 100% social audit of PMAY. γe_3 v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households γe_3 vi. Achieving PMAY/HHL Saturation. γe_3 vii. Status of Drug Free/Corruption free Panchayats γ viii. Organizing of various sports events at the Panchayat level. γe_3
3	Information Technology	i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. γe_3 ii. Awareness about BEAMS, Janbhagidar& E-UmatPortal etc. γe_3 iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services. γe_3 iv. Organizing of one CSC Camps per panchayat. γe_3 v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc. γe_3
4	Finance Department	i. Number of Aadhaar Linked accounts under PMUDY, PMSBY, APY & PMUDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. iii. Setting up of counters by Banks at Panchayat level for verification, sanctioning and disbursement of cases and also accepting fresh application under all individual subsidy schemes. iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	i. Awareness programme about Management legacy data of registration & Delivery of registration documents online to the citizens by the Tehsildar concerned. γe_3 ii. Information campaign for popularization of "AapZameenAap Ki Nigriani" γe_3 iii. Achieving saturation of land passbooks. γe_3 iv. Pending inheritance mutations to be completed. -- v. Functionality of the Patwarthanas. (No of Patwarthanas made functional)
6	Health & Medical Department	i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme. γe_3 ii. Swachh Hospitals- Clean Toilets and Junk free premises. γe_3 iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Pandhayats. γe_3 iv. Screening of School Children. v. Awareness about screening of NCD (Non communicable disease).
7	Social Welfare	i. Geo-tagging of established Child Care Institutions. - ii. Saturation of Old Age Pension ISSS/NSAP. iii. Number of Disability Cards (UDID) digitized. iv. 500 Anaemia check-up camps to be conducted. γe_3 v. Number of Aanganwari Beneficiaries Aadhar Seeded. $\& o$

		vi. Number of Betibachao/BelPadhao events held. ⁵ vii. Saturation of left out cases under disability pension, implants and tricycles etc. viii. Awareness about Drug Mukht Panchayats. ⁵ <i>Not a Awareness camp</i> i. Plantation drives under "Har Gaon Haryali" program. ⁵ <i>Yes</i> ii. Conservation of water bodies. ⁵ <i>Yes</i> iii. Forest for Fodder. ⁵ <i>Yes</i> iv. "Green J&K drive" campaign.
8	Forest, Ecology & Environment	i. Identification & Registration of Home Stays. - ii. Providing support for tourism activities under village cooperatives. - iii. Promotion for augmenting the tourist inflow. - iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. - v. Plastic free tourism destinations. -
9	Tourism	i. Organizing school talent hunt competitions. ii. Cultural event at panchayat level under Har Din Twihar. iii. Promotion of local artists by way of organizing KaviSamayan, Painting competitions etc.
10	Culture Department	i. Registration of Job Seekers 50 per District. - ii. Organizing of one Job fairs per District. - iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme. ⁵ <i>Yes</i> i. Number of students covered under Nipun Bharat & Padega Bharat Tabibadega Bharat ¹¹ <i>5</i> ii. Identification of out of school Children and their enrolment. ¹¹ <i>1</i> iii. My School My Pride-Cleanliness and Maintenance drives to be organized. ⁵ <i>Yes</i> iv. Holding of at least 200 Parent Teacher meetings per district. v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility. <i>All/Some of School.</i>
11	Labour & Employment	i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (NashatMukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements.
12	School Education Department	i. Organizing sports activities/games in every panchayat. ⁵ <i>Yes</i> ii. Distribution of sports kits. ⁵ <i>Yes</i> ¹⁰ iii. Stadium / Flood Lights ¹⁰
13	Higher Education	i. Steps taken to reduce the occurrence of road accidents. ⁵ <i>Yes</i> ii. Cases under MUMKIN scheme to be finalized. -
14	Youth Services & Sports	i. Organizing of Tribal Artisan Mela in each District. - ii. Saturation of Scholarship Schemes. -
15	Transport	i. Distribution of Transformers. a) Check Unique Number ⁵ <i>Yes</i> b) Identify DTS with low oil and top oil ⁵ <i>Yes</i> c) Identify DTS with load imbalance d) Replace Non Standard fuses standard fuses. ⁵ <i>Yes</i> e) All pending electrical accidental claim cases to be resolved and disbursed. - f) Removal of damaged transformers. ³ <i>Not</i>
16	Tribal Affairs	i. Achievement made under opening of fare price shops. ii. Saturation of Aadhaar Seeded Ration Cards. iii. 100% grievance redressal to be ensured. iv. Awareness about the schemes of the Department
17	Power Development Department	i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of B2V4/MTMP2 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. iv. 100% admission Polytechnic/ITI. -
18	Food, Civil Supplies and consumer affairs	
19	Skill Development	

		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme.
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. - ii. Holding Awareness Camps - iii. Registration of new cooperative societies. -
21	Science & Technology	i. Public awareness events (IEC) under Rooftop Solar Residential Sector. - ii. Outreach and training of farmers for PM-KUSUM Scheme. - iii. Installation of Stall for solar gadgets for mass awareness. ✓ 23
22	Public Works Department (R&B)	i. Connectivity of left out habitations under PMGSY. ii. Safe audit and inspection of all roads. iii. All major roads pothole free in the district.
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management.
24	Mining	i. Monthly monitoring of E-Challans. - ii. Awareness programmes about illegal mining. - iii. Grant of quarry licence. - iv. Identification of new minor mineral blocks. -
25	Disaster Management	i. Number of grievances disposal of Relief Commissioner's Portal. - ii. Training of 250 APDA MITRAS. - iii. Training of volunteers under SDRF. ✓ 14
26	GAD	i. Ensuring Biometric attendance. - ii. Online portal for purchase of property by J&K Government employees. - iii. Monitoring complaints through fixed line telephone grievance cell PUKAR. iv. Action against false complaints. -
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. ✓ 30 ii. Smart Billing- Online collection of water charges. ✓ 0 iii. Ease of water connection amendment in legal provisions. iv. Implementation of Jalveeran Mission & Regular testing of all Schools & Aanganwaris for potable water. ✓ 23
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. - ii. Mechanism for monitoring of cases at district level. - iii. Steps for decriminalization of laws. -
29	Public Grievance	i. Satisfaction level for grievances redressal. ✓ ii. Assessment of perception of departments among public iii. Key issues of concern leading to grievances to be identified.
30	Estates Department	i. Vacation/identification of all unsafe buildings. - ii. Eviction of unauthorized occupants. -
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. - ii. Capacity building/ training of the staff. -
32	Floriculture Department	i. Awareness about yoga. ✓ 23 ii. Training and awareness camps for farmers in commercial floriculture. ✓ 23
33	Information Department	i. Training of the Departmental Officials in Media and Communications. ✓ 23 ii. Launch of Musical Talents. iii. Organizing photograph competition under Badalta J&K for public.
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. ii. MSME registration on single window portal. iii. Registration of Artisans and weavers. iv. Training of youth in handicrafts and Handloom cooperatives. v. Achievements made under Vishwakarma Scheme.
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. ✓ 23 ii. Physical verification of completed projects/ works. ✓ 23 iii. Monitoring of Aspirational Panchayat, Block and District programmes. ✓ 23 iv. Awareness programme about registration of Births & Deaths. ✓ 23 v. Panchayat development index rating verification. ✓ 23



8 to 16 NOVEMBER 2023.

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars
1	Name
2	Designation
3	Department
4	Place of posting
5	Mobile No
6	Email ID
7	Home District
8	Dates of visit

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

S.No	Particulars
1	Name of the Panchayat
2	Local Government Directory (LGD) code of the Panchayat
3	Name of CD Block
4	Name of Tehsil
5	Name of District

C. Panchayat Profile:

S.No	Particulars
1	No. of revenue villages in the Panchayat
2	No. of hamlets in the Panchayat
3	No. of households in the Panchayat
4	Population (approx) of the Panchayat

QUESTIONNAIRE FOR B2V5

Schedule-I (B)

(Details of Officers/ Officials present in the Panchayat)
(To be filled up by the Visiting Officer during his/her visit to the Panchayat. All fields have to be filled by the Visiting Officer before the booklet is handed over to the DC)

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Bharat Bhushan	A.E.A	Present	
2	Education	Son dutt	Teacher	Present	
3	Food, Civil Supplies and Consumer Affairs	Rajinder Pathania	Ration Dealer	Present	
4	Forest	Jaipal Singh	Helper	Present	
5	Health and Medical Education	Dr. Hitender Dr. Darinder	M. L. H. P	Present	
6	ICDS Department	Santosh Kumari	Supervisor	Present	
7	Irrigation and Flood Control Department	Naresh Kumar	Fitter	Present	
8	Jal Shakti Department	Shashi Paul	R.D.L	Present	
9	Power Development Department	Ramesh Singh	F/M	Present	
10	Public Works Department				
11	Revenue	Mohd. Yousuf Rafiq	Patwari	Present	
12	Rural Development and Panchayat Raj	Karan Gupta	Pt. Sec.	Present	
13	Skill Development				
14	Social Welfare Department	Chet			
15	Youth Services and Sports Department	Nalini Kotwale	P.E.T	Present	
16	Others				
17					
18					
19					
20					

QUESTIONNAIRE FOR B2VS

Schedule-III
(STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT)

Sl. No.	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET ELIGIBLE BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDING
1	Old Age pension	Social Department	139	139	N/A
2	Widow pension	Social Department	18	18	N/A
3	Disability pension	Social Department	16	16	N/A
4	Status under Stunting Mukht	Social Department	-	-	-
5	Status under wasting Mukht	Social Department	-	-	-
6	Equipment's provided to specially abled persons/ implants, tricycles etc)	Social Department	N/A	N/A	N/A
7	Digital Services provided	IT / BDO / CSC	500 plus	-	-
8	Dukh Kisan	Agriculture Department	-	-	-
9	Kisan credit card	Agriculture Department	-	-	-
10	PM Kisan Samudhaya	Agriculture Department	348	255	No land record on his name
11	Employment Saturation (PMEGP, Tejaswini, Munkin, Mission Youth, Himnaya, etc)	Employment Department	274	265	-
12	Primary Agriculture Credit Society (PACS)	Cooperative Department	-	-	-
13	304 Implementation	Jal Shakti Department	556	130	-
14	I. No of Household provided FRTC II. Mar Ghar Jal village(s) certified (No.)		-	-	-
15	No of Households electrified	POD	556	556	-
16	PMAY- Gramin	RDOA PR	3	3	-
17	SQM Gramin- JNH, functional (Household toilets)	RDOA PR	7	7	-
18	ODR Plus villages (No)	RDOA PR	93	-	-
19	Targeted Sock pit completed	RDOA PR	52	52	-
20	JALM:	RDOA PR	-	-	-
21	I. Number of Self Help Groups formed II. Number of Households involved		-	-	-
22	Land Passbook Saturation	Revenue Department	1102	1102	-
23	Pending Mutations	Revenue Department	-	-	-
24	Domicile Certificates	Revenue Department	25	25	-
25	Persons identified drug addicts	BDO / Sarpanch	N/A	-	-
26	Awareness camps for de-addiction conducted	BDO / Sarpanch	2	-	-
27	Drugs Addicts rehabilitated	BDO / Sarpanch	-	-	-
28	Golden Health Card under Ayushman Bharat	Health Department	2068	2028	40
29	Zanari suraksha yojana	Health Department	17	17	-
30	Status under Anaemia Mukht	Health Department	18	18	-
31	Status under Leprosy Mukht	Health Department	0	0	-
32	Number of Ayushman Mela organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	26	26	-
33	Number of Ayushman Sahas held	Health Department	16	16	-
34	Out of School Children brought to Schools	School Department	N/A	-	-
35	Number of students still out of Schools	School Department	N/A	-	-
36	Persons educated through bridge courses	School Department	N/A	-	-
37	Household using clean cooking fuel (LPG)	FCS & CA	556	556	-

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	2
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff a) Doctor b) Paramedical	2 5
4	No of patients attended during the month	150
5	Status of medicine availability	Available
6	Special medical camp held, if any	2
7	Status of Immunization	Fully Immunized
8	Participation of health worker in Village Health and Nutrition Day	-
9	Institutional deliveries in Panchayat (Current Year)	6
10	Non- Institutional deliveries in Panchayat (Current Year)	-
11	Other	-
12	Remarks of the Visiting Officer	

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	G.H.S, Satara
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	02 Post Vacant
4	Enrolment of the School a) Boys b) Girls	81 38 43
5	Availability of play ground	Yes
6	Availability of drinking water	Yes
7	Availability of electricity	Yes
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Yes
10	Other	-
11	Remarks of the Visiting Officer	

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Satara - B
2	Number of children enrolled a) Boys b) Girls	25 09 14
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	Yes
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Yes
7	Availability of timely Ration	Yes
8	Availability of Functional toilet	Yes
9	Availability of tap connection	Yes
10	Availability of electricity connection	Yes
11	Number of children stunted	N/A
12	Number of children wasted	N/A
13	Any Other	-
14	Remarks of the Visiting Officer	-

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Satara
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Rajinder Rathania
4	No of registered beneficiaries	438
5	No of beneficiaries drawing Ration from the store	390
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	Yes
8	Availability of ration	Yes
9	Any Other	-
10	Remarks of the Visiting Officer	-

I. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	-
2	No of Accounts in the branch	-
3	No of persons applied under various self-employment schemes	-
4	No of cases sanctioned under various self-employment schemes	-
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	-
6	Availability of ATM	-
7	Any Other	-
8	Remarks of the Visiting Officer	-

II. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Main Pond
2	Condition of Amrit Sarovar	Excellent
3	Details of repair undertaken, if any	-
4	Utilization of Amrit Sarovar	Yes
5	Any Other	-
6	Remarks of the Visiting Officer	-

III. Playground:

S. No	Particulars	Status
1	Location of Playground	Marshall
2	Condition of Playground	Good
3	Utilization of Playground	Yes
4	Any Other	-
5	Remarks of the Visiting Officer	-

IV. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	Satara, Gr. P. S. Satara.
2	Government/ Private building	Govt.
3	Land passbook saturation	100%
4	Pending mutations	Nil
5	Any Other	-
6	Remarks of the Visiting Officer	-

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Dhanyal
2	Name of the beneficiary	Suresh Kumar
3	Status of the house (completed/ in-use/ under-construction)	Under - Construction
4	Any Other	-
5	Remarks of the Visiting Officer	-

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Satura / Dhanyal
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	-
5	Remarks of the Visiting Officer	-

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Satura
2	No of online services provided by the CSC	500 Plus
3	No of persons approached for services	300
4	Any Other	-
5	Remarks of the Visiting Officer	-

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Excellent
2	Transport	Excellent
3	Electricity	Good
4	Drinking water	Average
5	Cleanliness	Good
6	Sports facility (Playground)	Good
7	Any Other	-

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

PPS / AWARENESS /INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	-
	2. Skits, Songs, Dramas	-
	3. Local Folk programme / Show	-
	4. Discussions with PRI and Senior citizens	1
B	5. Exhibitions	-
	Sports Activities	
C	1. Sports Event	1
	2. Distribution of sports kit	Distributed
	Inaugurations (If any)	
	PMAY house	-
	Segregation Sheds	2
	Amrit Sarovar	1
	JJM Assets	
	Compost/ Soak Pits	1
	PMGSY / MGNREGA works	1
	Any other	Certificates
D	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	-
	Any other	-
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	

QUESTIONNAIRE FOR B2V5 **Schedule-VI** **(SDG THEME ADOPTED BY THE PANCHAYAT)**

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Forty five sanctioned livelihoods
2	Activities undertaken under the Theme (as per instruction manual)	Valley's Clean Water 2. Sanitation • Distribution of Water Testing kit. • Construction of More drains, Sanitation • Compost pit. • Advance Youth regarding SDG - Employment Cell
3	Status of activities undertaken	Maximum completed
4	Visible Impact of the Activities	Good
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP	5
7	Bottlenecks, if any, faced in the achievement of SDG Theme	—
8	Remarks of the Visiting Officer on the status SDG Theme	

QUESTIONNAIRE FOR B2V5

Schedule-VII

(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
	1	
	2	
	3	
	4	
B	Impact of B2V1 to B2V4	
	1	
	2	
	3	
	4	
C	Challenges in the Panchayat	
	1	
	2	
	3	
	4	
D	Suggestions if any	
	1	
	2	
	3	
	4	

1 Link roads in the P.Y. have been renovated. 2 Work in progress right Construct Tube well at Dhanyal.

Overall the inhabitants of Panchayat are happy with the regular intervention of Panchayat officers, as it gives them the opportunity to give vent to their problems.

The main challenge confronted by the inhabitants is the monkey menace.

1 Out of box solution is to be carved out to address the long standing demand Emerging out of Human- Animal Conflict in the area.

2 Right from B2V1 to B2V4, the matter has been deliberated in depth

3 To check that the problem does not get aggravated further, immediate solution need to be worked out

(4) Monkey manance is taking a toll on the economy of the region as the inhabitants mostly are not taking up the agricultural activity & the land is becoming barren with each passing day.

(5) SYNERGISTIC EFFORTS

on the part of
Forest & Wild Life Dept
Vis-a-vis Agriculture dept
are the need of hour.

- 1) Special containment zones for monkeys.
- 2) Introduction of Blacked faced monkey (Langur) in the region, which reportedly acts as a negative force for transmission of monkey bite region.
- 3) Taking up alternate agricultural activity - cultivating crops which are

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RDD
2	Education & Agriculture
3	
2	LEAST RESPONSIVE DEPARTMENTS
1	
2	None.
3	

ii. FEEDBACK ON UT INITIATIVES

The inhabitants are happy & satisfied in respect of satisfaction of CSS being implemented in the Ppt.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	① Monkey menace ② Encroachment of State land.
2	Major / urgent public demands that was/ were reflected earlier but have not been addressed so far:	May refer Sr. nos above.
3	Overall assessment of the visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions)	May refer the details as mentioned.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	8.
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	

Shagorika Devi
Bhag Mal Khajuria

Signature of Sarpanch
Pvt. Halqua Satara

Name.....

Anil Kumar
Signature of the Visiting Officer
Name..... **ANIL KUMAR**

Certificate

is to certify that Visiting Officer Sh. Anil Kaul,
Secretary, HOD, JKUT Govt. has stayed in the
Panchayat for two days.

Bhongal Kalanpuri

Block Manager

Block Manager

Block Manager

Pt. Saurabh

Block Manager.