

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023.

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

INSTRUCTIONS FOR THE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	Seeking details from the District team	- Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.it - Also take print outs of the summarised excel sheets of the previous phases from www.jkpanchayat.jk.gov.in or www.jkpanchayat.it ATRs on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner - Take prints of Blank 2 booklets of B2V5 from www.jkpanchayat.it / www.jkpanchayat.jk.gov.in - 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 - Plans/ beneficiary lists • MGNREGA draft plan document for the year 2023-24. • List of Awas+ beneficiaries alongwith IHHL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries - Lists of beneficiaries for: • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

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 Mukt, Bhrashtachar Mukt, 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, VELW 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 Mukt J&K.
 - vi. Nasha Mukt, 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.

Activity 2	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 IA, IB & 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 AyushmanBharat. 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, Apki Zamin Apki Nigam, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, IIM, 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, HHHL 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 Aahran, 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.
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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 G2C schemes /Apki Zaton Apki Nigam, Beams, Janbhugdari, Digital J&K
JKR/PSB counters/outlets	a) Status of counter, b) Number of visitors etc
Incomplete buildings/pro- jects	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, Planta- tion drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is held
Dangal/ 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- PMJAY	
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission	
3. PM Awas Yojana (Rural)	
4. PM Ujjawala Yojana	
5. PM Vishwakarma	
6. PM KisanSamman Nidhi	
7. Kisan Credit Card (KCC)	
8. PM Poshan Abhiyan	
9. Har Ghar Jal- Jal Jeevan Mission	
10. Survey of Villages and Mapping with improvised technology in Village areas (SVANMITVA)	
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 Eklaya Model residential school	
2. Scholarship schemes	
3. Forest Rights Title Individual and Community Land	
4. Van Dhan Vikas Kendra: Self Help Groups	

SDG Theme & Goals

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

1. 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*

2. 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*

3. 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. *Drainage Connected*
- 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/Anganwadicenters have a toilet facility or not? *Yes/No*
- vi. Are all the toilets in the schools/Anganwadifunctional or not? *Yes/No*
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? *Yes/No*

4. Child-Friendly village

- i. Do all the children under the age of 0-6 years been enrolled in the Anganwadicenters for pre-schooling? *Yes/NO*
- ii. How many BalSabhya's were organized in the Gram Panchayat.
Op. BalSabhya Conducted

- iii. Whether the issues raised by Bahisabha are addressed during the Gram Sabha? ☒ Yes/No
 - iv. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? ☒ Yes/No
 - v. Do all the schools under the Gram Panchayat have separate toilets for girls and boys? ☒ Yes/No
5. Village with good governance
- i. Is CSC located in the Gram Panchayat Bhawan or not? ☒ 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 (functioning in CFC)
 - iv. Is the Gram Panchayat office functional or not? ☒ Yes/No
 - v. Are the activities approved under the Haldia 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 Panchayat Ghar 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
 - vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? ☒ Yes/No
 - vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? ☒ 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 Panchayat have 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 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/No)
 - iii. Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No)
 - iv. Number of women beneficiaries headed households covered under PDS system. 25
 - v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana. 100
9. Self-sufficient infrastructure in the village

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No
- ii. Whether the Disaster management plan is available at the GP Level (Yes/No)
- iii. Whether child-friendly park with required facilities is available in GP (Yes/No) *Facilities not available.*
- iv. Whether the GP has easy access to Godown for storage (Yes/No)
- v. Whether street lights are provided in public places for ensuring safety (Yes/No)

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). iii. Awareness about G.I. Tagging of agriculture crops. iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. vi. Implementation of FasalBeemaYojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	i. Establishment of AmritSarovar per Panchayat (Target/Achievement) ii. Saturation of all households in SHGs across all panchayats. iii. Number of works verified and completed during B2V-I, II, III & IV. iv. Achieving 100% social audit of PMAY. v. 100% verification of GDF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households vi. Achieving PMAY/IHL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagidari& E-UnnatPortal etc. iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services. iv. Organizing of one CSC Camps per panchayat. v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.
4	Finance Department	i. Number of Aadhaar Linked accounts under PMJDY, PMSBY, APY & PMJDY. 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. ii. Information campaign for popularization of "AapZameenAap Ki Nigraani". iii. Achieving saturation of land passbooks. iv. Pending Inheritance mutations to be completed. v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)
6	Health & Medical Department	i. Saturation of Golden Cards under PMJDY/ SEHAT Scheme. ii. Swachh Hospitals- Clean Toilets and Junk free premises. iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. 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. v. Number of Aanganwari Beneficiaries Aadhar Seeded.

		vi. Number of Bet/Bachao/Beti/Padhao events held. vii. Saturation of left out cases under disability pension, implants and tricycles etc. viii. Awareness about Drug Mukht Panchayats.
8	Forest, Ecology & Environment	i. Plantation drives under "Har Gaon Haryali" program. ii. Conservation of water bodies. iii. Forest for Fodder. iv. "Green J&K drive" campaign.
9	Tourism	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.
10	Culture Department	i. Organizing school talent hunt competitions. ii. Cultural event at panchayat level under Har Din Tivhar. iii. Promotion of local artists by way of organizing KaviSamaylan, Painting competitions etc.
11	Labour & Employment	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.
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat TabhiBadega Bharat ii. Identification of out of school Children and their enrolment. iii. My School My Pride-Cleanliness and Maintenance drives to be organized. 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.
13	Higher Education	i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (NashaMukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements.
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. ii. Distribution of sports kits. iii. Stadium / Flood Lights
15	Transport	i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized.
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
17	Power Development Department.	i. Distribution of Transformers, a) Check Unique Number b) Identify DTS with low oil and top oil c) Identify DTS with load imbalance d) Replace Non Standard fuses standard fuses. e) All pending electrical accidental claim cases to be resolved and disbursed. f) Removal of damaged transformers.
18	Food, Civil Supplies and consumer 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
19	Skill Development	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.

		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.
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.
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. ii. Smart Billing- Online collection of water charges. iii. Ease of water connection amendment in legal provisions. iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwaris for potable water.
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. ii. Training and awareness camps for farmers in commercial floriculture.
33	Information Department	i. Training of the Departmental Officials in Media and Communications. 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 Vishwa Karma Scheme.
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. ii. Physical verification of completed projects/ works. iii. Monitoring of Aspirational Panchayat, Block and District programmes. iv. Awareness programme about registration of Births & Deaths. v. Panchayat development index rating verification.



10 to 16th NOVEMBER 2023.

QUESTIONNAIRE FOR B2V5

Schedule-1 (A)

(Details of Reporting Officers and Reporting Panchayat)

A. Details of Reporting Officers:

S.No	Particulars	
1	Name	DHARAT DHUSHAN SHARMA
2	Designation	LECTURER
3	Department	SCHOOL EDUCATION
4	Place of posting	Govt HSS LAITER (DEAST)
5	Mobile No.	7006536020
6	Email ID	Dhushanb1960@gmail.com
7	Home District	Kaithi
8	Dates of visit	2 nd and 04 th of Nov. 2023

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	Chilki East
2	Local Government Directory (LGD) code of the Panchayat	240969
3	Name of CD Block	Dinga Amb
4	Name of Tehsil	Dinga Amb
5	Name of District	Kaithi

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	Chilki and Sonangoli : 02
2	No. of hamlets in the Panchayat	07
3	No. of households in the Panchayat	710
4	Population (approx) of the Panchayat	3500

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 POC)

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Narain Kumar	JAO	Present	
2	Education	Arjun Kumar	TA	Present	
3	Food, Civil Supplies and Consumer Affairs	ABSENT			
4	Forest	ABSENT			
5	Health and Medical Education	Madan Lal	Health Officer	Present	
6	ICDS Department	Shobha Devi	Supervisor	Present	
7	Irrigation and Flood Control Department	Kiran Sharma	A.E	Present	
8	Jal Shakti Department	Pankaj Jangra	Supervisor	Present	
9	Power Development Department	Ram Singh	J.E	Present	
10	Public Works Department	ABSENT			
11	Revenue	Devi Kumar	Girdhar	Present	
12	Rural Development and Panchayat Raj	Ashok Kumar	TA	Present	
13	Skill Development				
14	Social Welfare Department	Gopal Dars	Officer	Present	
15	Youth Services and Sports Department	Ashok Kumar	P.E.M	Present	
16	Others				
17	N.R.L.M	Sangeeta Devi	Community Mobilizer	Present	
18	Handicraft	Pankaj Sharma	M.T.C	Present	
19	Ayush	Dr. Suman Kumar	M.O	Present	
20	Jal Shakti	Neha Parida	Bank Associate	Present	

QUESTIONNAIRE FOR B2V5

Schedule-II

(FIRST HAND INFORMATION ON INFRASTRUCTURE - PANCHAYAT ASSET REGISTER AND ITS UTILIZATION)

1	Infrastructure of Panchayat Ghm a) Govt building/private b) New/reading room II. Furniture (Y/N) III. Computer/printer (Y/N) IV. Internet (Y/N) V. Telephone (Y/N) VI. Toilet (CSC/part of panchayat ghm) (Y/N) VII. Water (Y/N) VIII. Electricity (Y/N)	Not exist (function at c/o)			
2	Educational Institutes a) Kindergarten b) Primary c) Middle d) High e) Higher Secondary f) College	No. of Institutes	Enrolled	Teacher/Staff	Govt Building/Private Building
		02	12	02	Govt
		05	39	09	Govt
		01	716	241	Govt
		01	24	1341	Govt
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Number / Worker	Govt Building/Private Building
		02	122	5 (228)	Govt
4	Healthcare Facility	No. of sub centres	No. of PHCs	No. of Health & Wellness Centres	No. of Institutes having Govt. building
		Nil	Nil	01	01
5	Bank Branch (Y/N)				
6	Availability of ATM (Y/N)				
7	Kinemat center/ CSC (Y/N)				
8	Post Office (Y/N)				
9	Village host (Y/N)				
10	Playground (Y/N)				
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
12	Government office- details, whether functional or not	No. of Govt Offices		Functional	
		12		Functional	
13	Asset Salvage - details, location, condition	Location	Condition	Location	Condition
		Ceguli Idhy	Good	10 be taken up	
14	Narvingha Mandir at H. no. 3 Baryoli				
15	i. Whether Panchayat assets captured on e-Gram SampadaApp (Y/N) ii. Number of Asset captured iii. Please mention assets	Yes 10 Rural Connectivity SABOT GPR and other			
16	List of Incomplete Buildings- name, year of construction	Name	Year of construction		
		Elisabeta Koro	2021-22		
17	List of Underutilized Buildings- name	Name	Year of construction		
		Grita P/S Baryoli	1994		

QUESTIONNAIRE FOR B2V5

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

S. 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 Welfare	195	195	NO
2	Widow pension	Social Department Welfare	45	45	NO
3	Disability pension	Social Department Welfare	23	23	NO
4	Status under Shiksha Mukti	Social Department Welfare	07	07	NO
5	Status under Housing Mukti	Social Department Welfare	02	02	NO
6	Encouragement provided to Specially Aided persons (mentally disabled, beggars etc.)	Social Department Welfare	01	01	NO
7	Digital Services provided	IT / BDO / CSC	Not started		
8	Janak Kiosk	Agriculture Department	200	65	340 persons less than 100
9	Kisan credit card	Agriculture Department	270	231	Not started
10	PM Kisan Samman Nidhi	Agriculture Department	226	226	-
11	Employment Guarantee (PMGSY, Tejaswan, Muzam, Mission Youth, etc.)	Employment Department	Not attend in Gram Sabha		
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	do		
13	PMU Implementation	2nd Shiksha Department			
	i. No. of Households provided PMU		500	150	Not in progress
	ii. No. of Villages (s) certified (No.)		Not certified yet		
14	No. of households electrified	POO	250	250	Nil
15	ANM - Status	PHD, PR	32	31	1 person not available
16	SDM/PHD/PHD functional (Household level)	PHD, PR	120	301	Document not provided
17	ODP Plus villages (No.)	ROD, PR	02	Nil	-
18	Targeted Soc. completed	ROD, PR	00	15	Not in progress
19	OTLH	ROD, PR			
	i. Number of Self Help Groups formed		29	29	-
	ii. Number of Households involved		290	290	-
20	Land Panchayat Statute	Revenue Department	1212	200	1000 in progress
21	Panchayat Prasthiti	Revenue Department	13	13	Nil
22	Revenue Certificate	Revenue Department	2502	242	Not applicable
23	Personnel (BDO) in progress	BDO / Revenue	-	-	-
24	Revenue Certificate for de-valuation completed	BDO / Revenue	04	04	-
25	Revenue Certificate for de-valuation completed	BDO / Revenue	-	-	-
26	Golden Health Card under Ayushman Bharat	Health Department	2344	2963	Data not available
27	Golden Health Card under Ayushman Bharat	Health Department	44	44	-
28	Status under Aardra Mukti	Health Department	150	150	-
29	Status under Laxmi Mukti	Health Department	08	08	-
30	Number of Ayushman Prasthiti organized at Health & Welfare Centre / CHC under Ayushman Bharat	Health Department	28	28	-
31	Number of Ayushman Prasthiti organized	Health Department	05	05	-
32	Out of School Children brought to School	School Department Education	01	-	-
33	Number of Students who out of School	School Department Education	01	-	-
34	Persons educated through bridge course	School Department Education	N/A	N/A	-
35	Household using clean cooking fuel (LPG)	PDS & CA	110	630	Building up

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	24
2	Type of building (Govt./ Private)	nil
3	Availability of Staff a) Doctor b) Paramedical	nil nil
4	No of patients attended during the month	nil
5	Status of medicine availability	nil
6	Special medical camp held, if any	Medical Camp organized by B2V5
7	Status of Immunization	Immunization programme
8	Participation of health worker in Village Health and Nutrition Day	yes
9	Institutional deliveries in Panchayat (Current Year)	24
10	Non- Institutional deliveries in Panchayat (Current Year)	nil
11	Other	Special Antenatal Programme
12	Remarks of the Visiting Officer	Demand of Sub-centre at children's camp

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	24
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	Sanctioned 36 Present 24
4	Enrolment of the School a) Boys b) Girls	221 116 105
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'	Rangoli Competition, Impact of drug abuse, World Kindness day
10	Other	
11	Remarks of the Visiting Officer	The school is functioning properly as per the guideline by the higher authority

III. Anganwadi Center

S. No.	Particulars	Status
1	Location of Anganwadi center	Rangoli h. p. Rangoli, Chaltan, Chh. B. 1061
2	Number of children enrolled	122
	a) Boys	49
	b) Girls	73
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	Not available at Rangoli, Kasper Vaidya
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Sufficient
7	Availability of timely ration	Timely available
8	Availability of functional toilet	2 function properly
9	Availability of tap connection	Tap connection
10	Availability of electricity connection	Available
11	Number of children studied	Nil
12	Number of children wasted	Nil
13	Any Other	
14	Remarks of the Visiting Officer	The functioning of Anganwadi Centre are properly function and diet distribution ok.

IV. CAPD Store

S. No.	Particulars	Status
1	Location of CAPD Store	
2	Government / Private	
3	Name of the dealer (in case of Private)	Not available
4	No of registered beneficiaries	
5	No of beneficiaries drawing Ration from this store	Not available by the concerned dept.
6	Whether store is functioning through Aadhar biometric system	
7	Whether record/register maintained in the store	
8	Availability of ration	
9	Any Other	
10	Remarks of the Visiting Officer	In two days visit none of the official present in the Programme.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Branch at Ding Amb (B.H.R)
2	No of Accounts in the branch	12 n.
3	No of persons applied under various self-employment schemes	50
4	No of cases sanctioned under various self-employment schemes	35
5	No of cases in whose favour loan has been disbursed under various self-employment schemes	35
6	Availability of ATM	- At ding Amb
7	Any Other	-
8	Remarks of the Visiting Officer	To open the Extension counter at Chikun east.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Chikali Talai W. No. 3
2	Condition of Amrit Sarovar	new input up.
3	Details of repair undertaken, if any	nil
4	Utilization of Amrit Sarovar	-
5	Any Other	-
6	Remarks of the Visiting Officer	To be maintained by concerned Dept.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	W. No. 1 NEAR H/S Pampodi
2	Condition of Playground	need upgradation
3	Utilization of Playground	Utilization for village & youth and High school students
4	Any Other	-
5	Remarks of the Visiting Officer	need for boundary wall & fencing

VIII. Patwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Challan.
2	Government/ Private building	Govt.
3	Land passbook saturation	still pending
4	Pending mutations	nil.
5	Any Other	-
6	Remarks of the Visiting Officer	Land passbooks saturation are pending

IX. PMAY house:

S. No.	Particulars	Status
1	Location of PMAY house constructed	31
2	Name of the beneficiary	Lakshmi Lal, Pankaj Devi, Sharmila etc.
3	Status of the house (completed/ in-use/ under-construction)	82- Under Construction 18-5- Complete
4	Any Other	1 house Name is misrecorded
5	Remarks of the Visiting Officer	The work of R.D.D. is satisfactory

X. Soak pits/ Compost pits:

S. No.	Particulars	Status
1	Location of Soakpits/ compost pits	Banjali, Nalla Hargai, Chellan
2	Name of the beneficiaries	Kishan Chand, Sagar Chand etc.
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed.
4	Any Other	
5	Remarks of the Visiting Officer	The work of Technical Assistant is satisfactory.

XI. Khidmatcenter / CSC:

S. No.	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Banjali, J. K. Bank, PNB Bank
2	No of online services provided by the CSC	35
3	No of persons approached for services	1000
4	Any Other	
5	Remarks of the Visiting Officer	The khidmatcenter function in the Bank are properly functioning

XII. Observation of field officer on basic amenities:

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

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	Debate by the H/S of H/S Pongali
	2. Skits, Songs, Dramas	Skit performed by the H/S of Pongali
	3. Local Folk programme / Show	Local folk dance by H/S Pongali
	4. Discussions with PRI and Senior citizens	Yes Conducted in village school
	5. Exhibitions	
B	Sports Activities	
	1. Sports Event	Volley Ball match by school H/S Pongali
	2. Distribution of sports kit	Distribution of sports kit by H/S Pongali
C	Inaugurations (If any)	
	PMAY house	N/A
	Segregation Sheds	N/A
	Amrit Sarovar	N/A
	JJM Assets	N/A
	Compost/ Soak Pits	02
	PMGSY / MGNREGA works	2 No. plate from
	Any other	Copied tracks
D	Distribution of certificates	
	Self Employment Schemes	Sponsored by the Government of India
	Land Pass books	N/A
	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	Trained on Computer free, Nasha Mukt Bharat Digital Service.

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

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Yes.
2	Activities undertaken under the Theme (as per instruction manual)	1 HUL Geo- Tagged MGNREGS Work Camps Budget -
3	Status of activities undertaken	In Progress.
4	Visible impact of the Activities	Road Connectivity and Cleanliness
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Plan Prepared.
6	How many activities of SDG have been covered under GDP	04 Activities
7	Bottlenecks, if any, faced in the achievement of SDG Theme	MGNREGS material Payment Issue.
8	Remarks of the Visiting Officer on the status SDG Theme	The MGNREGS work are completed but some Payment are pending.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A Demands/ Grievances addressed by the Administration		
1	Drinking Water	Not addressed.
2	Animal Husbandary building	Not addressed.
3	Construction of lane	Achieved
4	Un-employment	Not addressed.
5		
B Impact of B2V1 to B2V4		
1	Shortage of Drinking water	Work in Progress.
2	Weg. fund	Work in Progress
3	Disputes between	Completion pending
4		
5		
C Challenges in the Panchayat		
1	Shortage of Unskilled labour.	
2	Shortage of fund.	
3		
4	Un-employment issue.	
5		
D Suggestions if any		
1	Need separate funds allocation	
2	for back to village programme designated	
3	workers.	
4		
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Agriculture & Production Dept. Kario and RDS Puri
2	School & Health Department
3	The Performance of G.P.S. Lower Panchayat is quite satisfactory
2	LEAST RESPONSIVE DEPARTMENTS
1	C.O.P.D. (Food Supply)
2	P.W.D.
3	Forest

II. FEEDBACK ON UT INITIATIVES

The General Population are happy and satisfied in respect of Sanitized Chulha, EMR blocks, Dings Amb.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S.No.	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Up-gradation H.S. Panchgola to H.S.S. Renovation & building of H.S. Panchgola
2	Major/urgent public demands that was/were reflected earlier but have not been addressed so far	Up-gradation of Play Ground and its fencing/compound wall Animal Husbandary
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)	The function of Govt. Office and Schools are satisfactory Sno. 17-dates of H.S. Panchgola attended in National level inspire award.
4	Overall Rating of Govt. functioning as given by the Panchayat (Scale of 0 to 10)	08.
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Visiting officer sh. Bhaskar Bhushan Sharma had stayed in panchayat chulha last on 03/04/21. New 2021. The work and behaviour of the officer are quite satisfactory.

Signature of Sarpanch
Rajendra Halwa Chelak Puri
Name: Rajendra Halwa Chelak Puri

Signature of the Visiting Officer

Name: Bhaskar Bhushan Sharma