



8<sup>th</sup> & 9<sup>th</sup> 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	Vikas Sudan
2	Designation	Sn. Lecturer
3	Department	Education
4	Place of posting	HSS (Boys) - Kathua
5	Mobile No	94192 - 23714
6	Email ID	vikas.sudan.777@gmail.com
7	Home District	Jammu.
8	Dates of visit	08-11-2023 - 09-11-2023

#### 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	Nanan
2	Local Government Directory(LGD) code of the Panchayat	240917 (1816)
3	Name of CD Block	Basnoli
4	Name of Tehsil	Kathua
5	Name of District	Kathua

#### C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	02 (Nanan and Kalua)
2	No. of hamlets in the Panchayat	03 - Parnanan, Nanan & Kalua
3	No. of households in the Panchayat	341 (approx.)
4	Population (approx) of the Panchayat	1130 approx (as per 2011 census)

# 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	Sandeep Singh	AEA	Present	
2	Education	Rakesh Singh	Teacher	Present	
3	Food, Civil Supplies and Consumer Affairs	Sheetal Gupta	Dealer	Present	
4	Forest	Rajinder Singh	Guard	Present	
5	Health and Medical Education	Dr. Nahida Kaur Neha Lata Meena	ASHA worker ASHA worker	Present Present	
6	ICDS Department	Usha Rani & Sharmila	Anganwadi Worker	Present	
7	Irrigation and Flood Control Department	Arun Andotra	Supervisor	Present	
8	Jal Shakti Department	Tilak Raj	Helper	Present	
9	Power Development Department	Surjeet Kumar Gurshan Kumar	Meter Reader Lineman	Present Present	
10	Public Works Department				
11	Revenue	Mohd. Tabal Wani	Patwari	Present	
12	Rural Development and Panchayati Raj	Mandeep Kaur	Account Assistant (Panchayat)	Present	
13	Skill Development				
14	Social Welfare Department	Meena Kumari		Present	
15	Youth Services and Sports Department	Rajeev Sharma	PET	Present	
16	Others - Fisheries	Hitesh Mehta	Fishery Guard	Present	
17	Horticulture	Vijay Singh		Present	
18	Finance	Ashwani Khosla	Manager (PK Bank)	Present	
19	Animal Husbandry	Amarjeet Singh	Livestock Supervisor	Present	
20					



## QUESTIONNAIRE FOR B2V5

### Schedule-II

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

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	Govt. Building			
	b) New/needing repairs	Needing Repair			
	II. Furniture(Y/N)	Yes			
	III. Computer/printer(Y/N)	Yes			
	IV. Internet (Y/N)	No			
	V. Telephone (Y/N)	No			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	No			
	VII. Water (Y/N)	No			
	VIII. Electricity(Y/N)	Yes			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	-	-	-	-
	b) Primary	3	28	1	Govt
	c) Middle	1	41	1/Master	Govt
	d) High	-	-	-	-
	e) Higher Secondary	-	-	-	-
	f) College	-	-	-	-
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		3	104	Nil	1 (Govt) & 2 (Private)
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		-	-	1	1
5	Bank branch (Y/N)	No			
6	Availability of ATM (Y/N)	No			
7	Khidmat center/ CSC (Y/N)	Yes (CSC - private)			
8	Patwarkhana(Y/N)	No			
9	Village haat (Y/N)	Yes			
10	Playground(Y/N)	Yes			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		1	293	Yes.	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		9		9	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
			At Nanan	Good	Bathing & Washing, etc, Fishing
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Ladha Krishna mandir at Nanan.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured				
	iii. Please mention assets				
	1.				
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name		Year of construction	
		Anganwadi Centre (Nanan B)		2013	
17	List of Underutilized Buildings- names	Name		Year of construction	



# 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	166	100	Incomplete documents
2	Widow pension	Social Department Welfare	25	24	Incomplete documents
3	Disability pension	Social Department Welfare	10	10	-
4	Status under Stunting Mukht	Social Department Welfare	Nil	Nil	-
5	Status under wasting Mukht	Social Department Welfare	Nil	Nil	-
6	Equipment's provided to Specially abled persons( Implants, tricycles etc)	Social Department Welfare	07	01	Incomplete documents
7	Digital Services provided	IT/ BDO/ CSC			
8	Daksh Kisan	Agriculture Department	18	02	Beneficiaries not interested
9	Kisan credit card	Agriculture Department	202	101	- do -
10	PM Kisan Sammannidhi	Agriculture Department	202	202	-
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department			
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department			
13	JJM Implementation	Jai Shakti Department			
	i. No of Household provided FHTC		241	220	-
	ii. Har Ghar Jal village(s) certified (No.)		Nil	Nil	-
14	No of Households electrified	PDD	341	341	-
15	PMAY- Gramin	RDD& PR	76	76	-
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	326	326	-
17	ODF Plus villages (No)	RDD& PR	03 (villages)	03	-
18	Targeted Sock pit completed	RDD& PR	45	45	-
19	JKRLH:	RDD& PR			
	i. Number of Self Help Groups formed		1	1	-
	ii. Number of Households involved				
20	Land Passbook Saturation	Revenue Department	76	76	-
21	Pending Mutations	Revenue Department	96	96	-
22	Domicile Certificates	Revenue Department	1200	1005	Incomplete documents
23	Persons identified drug addicts	BDO/ Sarpanch	Nil	Nil	-
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch			
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	Nil	Nil	-
26	Golden Health Card under Ayushman Bharat	Health Department	1059	1035	Adhar not registered
27	Janani suraksha yojana	Health Department	21 (per year)	04 (till Nov)	Shortage of funds
28	Status under Anaemia Mukht	Health Department	Nil	Nil	-
29	Status under Leprosy Mukht	Health Department	Nil	Nil	-
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	12	12	-
31	Number of Ayushman Sabas held	Health Department	1 (per month)	1 (per month)	-
32	Out of School Children brought to Schools	School Department Education	Nil	Nil	-
33	Number of students still out of Schools	School Department Education	Nil	Nil	-
34	Persons educated through bridge courses	School Department Education	Nil	Nil	-
35	Household using clean cooking fuel (LPG)	FCS & CA	291	291	-



# QUESTIONNAIRE FOR B2V5

## Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

### I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health and Wellness Centre, Nanani.
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff	
a) Doctor		01
b) Paramedical		03
4	No of patients attended during the month	130
5	Status of medicine availability	Available
6	Special medical camp held, if any	Yes (4)
7	Status of Immunization	Immunization regularly.
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	09 (01 still birth)
10	Non- Institutional deliveries in Panchayat (Current Year)	Nil
11	Other	-
12	Remarks of the Visiting Officer	One room and one hall for yoga are required for the health and wellness centre.

### II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt. Middle School, Nanani.
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	07 (only Master post vacant)
4	Enrolment of the School	
a) Boys		21
b) Girls		20
5	Availability of play ground	Yes
6	Availability of drinking water	Yes (insufficient)
7	Availability of electricity	Yes
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Yes - Cleanliness drive At India programme
10	Other	Mid-day meal is also provided to all the pupils.
11	Remarks of the Visiting Officer	Infrastructure of the school is quite good. Digital classroom is also available in the school. But, there is insufficient supply of water in the school and the playground of school requires proper levelling.

### III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Nanan B
2	Number of children enrolled a) Boys b) Girls	13 10
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	Nil
12	Number of children wasted	Nil
13	Any Other	
14	Remarks of the Visiting Officer	All the basic health care facilities like nutritional food, pre-school education is provided to the pupils. But the Anganwadi centre is operating in private building. Govt. land had been allotted, and the construction had started ten years back but yet to be completed.

### IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Nanan
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Sh. Sheetal Gupta.
4	No of registered beneficiaries	291
5	No of beneficiaries drawing Ration from the store	291
6	Whether store is functioning through Aadhar biometric system	Yes - 100%
7	Whether record/register maintained in the store	Yes
8	Availability of ration	Yes
9	Any Other	
10	Remarks of the Visiting Officer	CAPD store is fully operational. But it is located in the premises of Radha Mandir and need separate building.



V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Not available in the panchayat.
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	No
7	Any Other	-
8	Remarks of the Visiting Officer	Requirement of an ATM in the panchayat.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Near panchayat Ghar, Nanan
2	Condition of Amrit Sarovar	Good.
3	Details of repair undertaken, if any	No
4	Utilization of Amrit Sarovar	Bathing and Washing Ghat; Fishing.
5	Any Other	Shiladikam (Memorial block) is also constructed.
6	Remarks of the Visiting Officer	The work of Amrit sarovar executed satisfactorily.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Nananan
2	Condition of Playground	Average
3	Utilization of Playground	Used by community members for playing purposes.
4	Any Other	Separate Changing rooms for boys & girls are also constructed.
5	Remarks of the Visiting Officer	Only fencing of the playground done, and levelling of playing field is yet not completed.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Not available in panchayat.
2	Government/ Private building	-
3	Land passbook saturation	100%
4	Pending mutations	Nil.
5	Any Other	-
6	Remarks of the Visiting Officer	Govt. Land should be provided for the establishment of Patwarkhana in the panchayat.



## IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Nanan (Ward No. 06)
2	Name of the beneficiary	Tarsem Lal
3	Status of the house (completed/ in-use/ under-construction)	Completed
4	Any Other	
5	Remarks of the Visiting Officer	THHL under SBM is also constructed. All the three installments along with MGNREGS components have been disbursed to the beneficiary.

## X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	At Govt. middle school, Nanan
2	Name of the beneficiaries	do
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed, in-use by the school for liquid waste management.
4	Any Other	
5	Remarks of the Visiting Officer	Soak pits are properly constructed for the discharge of grey water of the school.

## XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmat center/ CSC counter	Near Panchayat Ghar, Nanan.
2	No of online services provided by the CSC	All the online services including panchayat, adhar card, domicile etc provided by CSC.
3	No of persons approached for services	150 approx. (per month)
4	Any Other	
5	Remarks of the Visiting Officer	CSC is providing all the digital services to the community members at standard rates. Applied for Khidmatcenter also but approval not received yet.

## XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Good
2	Transport	Good
3	Electricity	Good
4	Drinking water	Insufficient supply of water.
5	Cleanliness	Good
6	Sports facility (Playground)	Available (playground is under construction)
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 programme organised on Swachh Bharat in Govt. Middle school.
	2. Skits, Songs, Dramas	Skit on NASHA MUKT BHARAT.
	3. Local Folk programme / Show	-
	4. Discussions with PRI and Senior citizens	Developmental plans discussed.
	5. Exhibitions	Exhibition by the self-help group.
B	Sports Activities	Sports Activities organised at Govt. Middle school.
	1. Sports Event	• Carrom board and Kho-Kho competition organised in the school.
	2. Distribution of sports kit	Yes.
C	Inaugurations (If any)	
	PMAY house	Inaugurated Sangu Kumar (JK 239847481) house.
	Segregation Sheds	Inspection done (under construction)
	Amrit Sarovar	Inspection done (completed)
	JJM Assets	do
	Compost/ Soak Pits	do
	PMGSY / MGNREGA works	do
	Any other - Ladies Bathing Ghat near Panchayat	do
D	Distribution of certificates	
	Self Employment Schemes	-
	Land Pass books	Already distributed
	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	Camp organised at Govt. middle school Naran on Nasha Mukt Bharat and Swachh Bharat.



## QUESTIONNAIRE FOR B2V5

Schedule-VI  
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	① Clean and Green Village ② Self sufficient infrastructure in the panchayat.
2	Activities undertaken under the Theme (as per instruction manual)	a) Solar light installed. b) Soakage pits for solid/liquid waste management c) Twin dustbins installed in all wards d) Door-to-door collection of waste e) Lane/bins constructed. ON - GOING
3	Status of activities undertaken	
4	Visible impact of the Activities	All the households are using clean cooking fuel. Panchayat has become more cleaner and greener. There is solid & liquid waste management in all households and institutions.
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	YES
6	How many activities of SDG have been covered under GDP	Nearly 90%
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Lack of awareness on the parts of residents of panchayat.
8	Remarks of the Visiting Officer on the status SDG Theme	Impact of all the activities conducted under SDG initiative is clearly visible.

# 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 facility in the whole panchayat	
2	Requirement of one park for the panchayat	
3	levelling of playground of Govt. Middle School, Nagan.	
4		
5		
B	Impact of B2V1 to B2V4	
1	Construction of Tubewell (under JIM) has been started. (work-in-progress)	
2	Dustbins has been installed in all wards of the panchayat	
3	Black topping of Road from Katna Moha to SIBCO lane has been completed	
4	Door-to-door Collection of wastes has been started	
5	EPDP plan now created, is more inclusive	
C	Challenges in the Panchayat	
1	Major problem is insufficient supply of water.	
2	Lack of youth participation in skill development programme.	
3	Requirement of 1 Transformer (250 KVA) and 20 electric poles for the panchayat.	
4	Lack of Infrastructure like park, ATM, Khidmat centre in the panchayat.	
5	Requirement of Antel Tower for the smooth digital services.	
D	Suggestions if any	
1	Water tanks should be installed at different wards, (especially school)	
2	Skill training centre should be opened at the panchayat.	
3	PDD should provide electric wires, poles & transformer to the panchayat.	
4	Govt. building should be provided for the construction of Anganwadi centres.	
5	Toilet and water facility should be there in the panchayat Khidmat centre ghar.	



# QUESTIONNAIRE FOR B2V5

Schedule-VIII

## i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Rural Development Department
2	Agriculture Department
3	Health and Medical Education Department
2	LEAST RESPONSIVE DEPARTMENTS
1	
2	Tal Shakti Department
3	

## ii. FEEDBACK ON UT INITIATIVES

Government's initiatives in the form of various developmental schemes are quite helpful in igniting a transformative wave in rural areas. Schemes like MGNREGS, SBM, AWAST, JTM etc are making people self-reliant and improving their standard of living.

## iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Insufficient supply of water.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Requirement of park, distel tower, electric poles and wires.
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)	Back to village is an important opportunity to discuss the progress of developmental schemes in the panchayat. After appraising the status of ongoing projects in the panchayat, it can be seen that the panchayat is on the path of inclusive development, but still more efforts are needed by all the line dep'ts for the overall development of the panchayat.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	7.5/ 10
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Visiting officer has stayed in the panchayat for 2 days - 8th November to 9th Nov, 2023

Signature of Sarpanch

Name: Vandana

Vandana Devi  
Sarpanch  
Panchayat Halqa Nanan  
Block Barnoti

Signature of the Visiting Officer

Name: Sh. Vikas Gupta

# INSTRUCTION MANUAL FOR B2V5



8<sup>th</sup> & 9<sup>th</sup> 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 FORTHE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	Seeking details from the District team	<ol style="list-style-type: none"> <li>Take print outs of filled booklets of B2V1, B2V2 and B2V3&amp; B2V4 from <a href="http://www.jkpanchayat.jk.gov">www.jkpanchayat.jk.gov</a></li> <li>Also take print outs of the summarized excel sheets of the previous phases from <a href="http://www.jkpanchayat.jk.gov">www.jkpanchayat.jk.gov</a> ATRs on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner</li> <li>Take prints of blank 2 booklets of B2V5 from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a></li> <li>Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads: <ul style="list-style-type: none"> <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> </li> <li>Plans/ beneficiary lists: <ul style="list-style-type: none"> <li>• MGNREGA draft plan document for the year 2023-24.</li> <li>• List of Awaas+ beneficiaries alongwith IHHL Convergence</li> <li>• List of pension beneficiaries.</li> <li>• List of SHGs</li> <li>• List of agriculture scheme beneficiaries</li> </ul> </li> <li>Lists of beneficiaries for: <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> </li> </ol>

Activity 2	Reach Panchayat day of visit.	the on	<ol style="list-style-type: none"> <li>1. To hold meeting with PRIs, Officers/officials of the department and General Public to have firsthand information about the Infrastructure &amp; implementation of Schemes as per Schedule 1A, 1B &amp; schedule-II.</li> <li>2. Ensure that all front line workers of different deptts are present.</li> <li>3. Ensure exhibition by different depts. about individual beneficiary schemes.</li> <li>4. Inspect JKB/PSB counters/outlets.</li> <li>5. Participate/ensure organization of sports activity in playfield, talent hunt/cultural event/youth activity.</li> <li>6. Ensure awareness generation about PM Vishwakarma scheme and Ayushman Bhav.</li> <li>7. Ensure saturation of soil health card and Golden Health Card under Ayushman Bharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks.</li> <li>8. Visit government establishments i.e Health facility, Education Institute, Anganwadi centers, CAPD store, Bank/Extension counter, Amrit Sarovar, Play ground, PatwarKhana, etc.</li> <li>9. Inspect Khidmat (CSC) Centres and create/generate awareness online schemes especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigrani, Digital J&amp;K, etc.</li> <li>10. Check effectiveness of Centrally sponsored schemes through field visit of PMAY houses, Compost/Soak pits, JJM etc.</li> <li>11. To assess status of connectivity, Transport, Electrification, Drinking water, cleanliness etc in the panchayat.</li> <li>12. Wherever possible, distribute employment letters for peoples elected under various government employments.</li> <li>13. Conduct social audit of works under following schemes: MGNREGA, PMAY IHHL toilets and payments CSCs &amp; AMRITSAROVARS.</li> <li>14. Prepare Village Development Plan, inconsultancy with Gram Panchayat, discuss it in Gram Sabha and get it approved.</li> <li>15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc.</li> <li>16. Organize a village level cultural event to engage Panchayat members</li> <li>17. Obtain a candid assessment about performance of various deptts including fair feedback about discrepancies in functioning</li> <li>18. Open discussion on Nasha Mukht Abhiyan, corruption free Panchayat etc.</li> <li>19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per there solution passed by that Gram Panchayat.</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/She is going to the Panchayat as planning officer, not for sanctioning any works or for making any commitments.
3. While preparing 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 rest of the works to DCs for reflecting it under district/CSS plans
4. His/her work shall be hard core planning and audit and is not a PR exercise.
5. Every Deputy Commissioner has to ensure that atleast one RDD official (Ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure conduct of all activities as planned. Panchayat wise order needs to be issued in advance.
6. 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.
7. 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.jk.gov.in](http://www.jkpanchayat.jk.gov.in) portal.
8. Focus of visit are youth, skills, self-employment, nashamukt, bhrashtacharmukt, Rozgaryukt J&K, besides to carry forward the activities during Jan Abhiyan and saturate them.
  1. In addition attention may be given to the following areas
    - a. Make full use of Centrally Sponsored Schemes
    - b. Saturation of individual beneficiary schemes \
    - c. Self-employment schemes
    - d. Bank linked schemes-including departmental subsidy schemes
    - e. Empowerment and transparency through digital initiatives
    - f. Effectiveness of grass roots machinery--
      - i. Patwari, VW present and available
      - ii. Available funds utilized in public interest and as per Gram Sabha resolutions
      - iii. Fairness in governance
      - iv. CSS/Individual beneficiary schemes etc
      - v. BrashtacharMukt J&K
      - vi. NashaMukt, J&K
9. The PRI members (Sarpanchs, Panchs ,BDC Chairperson) shall be at the forefront of all activities and given due importance and the approach should be to strengthen them and make them feel em-powered. 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 handing over hardcopy of the report to the Rural Development official (BDO/Panchayat Secretary) for further uploading of the report on the [www.jkpanchayat.in](http://www.jkpanchayat.in) portal within week's time positively.

**Instruction for Field visit****FIELD VISIT**

<b>Facility</b>	<b>Purpose</b>
<b>KhidmatCentres</b>	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin Aapki Nigrahi, Beams, Janbhagidari, Digital J&K
<b>JKB/PSB counters/outlets</b>	a) Status of counter b) Number of visitors etc
<b>Incomplete buildings/projects</b>	Verify whether identification and redistribution done
<b>PDS</b>	Visit, evaluate, online status
<b>PHC</b>	Visit- evaluate, status of staff, equipment and quality
<b>PMAY</b>	Inspect, Inaugurate
<b>My school, my pride progress; schools- water, toilets, staff</b>	Visit, check for water, electricity, sanitation, meet students and staff
<b>Swachh SBM</b>	Evaluate
<b>Panchayat play ground, Sports kits distribution</b>	Ensure, verify. Participate in at least one game in the playground
<b>Village games</b>	Evaluate status, feedback
<b>Har Gaon Hariyali, Plantation drive</b>	Participate in ensure that it is held
<b>Village cultural event</b>	
<b>Dangal/ Haat/Mela</b>	
<b>Exhibition of schemes</b>	Ensure that every department participates and that it continues for the entire duration of B2V
<b>Jal Jeewan Mission verification- Electricity supply WSS/JSD</b>	Verify



## SDG Theme & Goals

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

### 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 *Soakage pits / drains*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas *Solar lights installed.*
- 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 *Yes*
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No *Yes*
- 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. *Solar lights installed. Soakage pits constructed. Twin dustbins installed. Door to door collection of waste. Segregation shed constructed.*
- vi. Whether schools have started segregating waste *Yes*
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management *Yes*

##### 2 Healthy village

- i) Are meetings related to Village Health and Sanitation Committee being held regularly? *Yes*
- ii) Do all the eligible individuals been provided the Golden Card? *Yes*
- iii) Are all the Children being immunized as per the Schedule recommended by Govt. of India? *Yes*
- iv) Are all the eligible individuals been vaccinated against COVID-19? *Yes*
- v) Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal checkups? *Yes*
- vi) Whether all the deliveries were Institutionalized or conducted by trained Midwives? *Institutionalized.*

##### 3 Water sufficient village

- i) Do all the IHHs in the Gram Panchayat have water pipeline connections? *Yes*
- ii) Whether Gram Panchayat has taken steps for grey water management. If Yes please specify *Yes - Soakage pits constructed.*
- iii) Do all the IHHs in the Gram Panchayat have toilets? *Yes*
- iv) Are all the IHHs toilets functional or not? *Yes*
- v) Do all the Schools/Anganwadi centers have a toilet facility or not? *Yes*
- vi) Are all the toilets in the schools/Aanganwadi functional or not? *Yes*
- vii) Whether Gram Panchayat Bhawan has separate toilets for women or not? *No*

##### 4 Child Friendly village

- i) Do all the children under the age of 0-6 years been enrolled in the Anganwadi centers for pre-schooling? Yes/NO *Yes*
- ii) How many Bal Sabhas were organized in the Gram Panchayat *1*
- iii) Whether the issues raised by Bal Sabha are addressed during the Gram Sabha. Yes/NO *Yes*
- iv) Whether Gram Panchayat is tracking the data related to drop out children and children with irregular attendance? Yes/NO. *Yes*
- v) Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No *Yes*

##### 5 Village with good governance

- i) Is CSC located in the Gram Panchayat Bhawan or not? *No*
- ii) Is the list of beneficiaries related to the Schemes/ Programs displayed on the Gram Panchayat wall or not? *No*



- iii) Does the Gram Panchayat has its building or not? **Yes**
- iv) Is the Gram Panchayat office functional or not? **No**
- v) Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? **No**
- vi) Is Social Audit of earlier Schemes/Programs carried out or not? **Yes**

#### 6 Poverty free and enhanced livelihood village

- i) Has Gram Panchayat developed any criteria for the identification of the poor? **Yes/ No if yes specify** **Yes**
- ii) Have all the eligible households registered in PDS or not? **Yes**
- iii) Has Gram Panchayat provided space for Self-help Groups in Panchayat 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? **Yes**
- vi) Has Job Cards been distributed to all the eligible individuals under MGNREGA? **Yes**
- vii) Has Gram Panchayat facilitated SHGs for Bank Account Linkages? **Yes**

#### 7 Socially secured village

- i) Whether Gram Panchayat is maintaining data related to Differently Abled People? **Yes**
- ii) Is Gram Panchayat Office Disabled Friendly or not? **No**
- 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 Sabhas were organized in the Gram Panchayat **1**
- 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 **23**
- v) Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana **24**

#### 9 Self-sufficient infrastructure in the village

- i. Whether GP has a Community Hall with access to electricity, furniture, watersupply, toilet **Yes (but toilet and water supply is also there)**
- ii. Whether the Disastermanagement 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**