

INSTRUCTION MANUAL FOR B2V5



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

INSTRUCTIONS	ACTION POINTS
g details he District	<ol style="list-style-type: none"> Take print outs of filled booklets of B2V1, B2V2 and B2V3& B2V4 from www.jkpanchayat.jk.gov Also take print outs of the summarized excel sheets of the previous phases from www.jkpancha raised during previous 4 phases of B2V and feedback on deliverables of last year from the office Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in Collect List of new works started/ ongoing/ completed during the previous and current Financial heads: <ul style="list-style-type: none"> • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work Plans/ beneficiary lists: <ul style="list-style-type: none"> • MGNREGA draft plan document for the year 2023-24. • List of Awaas+ beneficiaries alongwith IHHL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries Lists of beneficiaries for: <ul style="list-style-type: none"> • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

1. To hold meeting with PRIs, Officers/officials of the department and General Public to have firsthand inform Infrastructure & implementation of Schemes as per Schedule 1A, 1B & schedule-II.
2. Ensure that all front line workers of different deptts 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 Ayushman Bhav.
7. Ensure saturation of soil health card and Golden Health Card under Ayushman Bharat, saturation Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks.
8. Visit government establishments i.e Health facility, Education Institute, Anganwadis centers, CAPD store, B counter, Amrit Sarovar, Play ground, Patwar Khana, etc.
9. Inspect Khidmat (CSC) Centres and create/generate awareness on line schemes specially G2C schemes like BEAMS, Aapki Zamin Aapki Nigani, Digital J&K, etc.
10. Check effectiveness of Centrally sponsored schemes through field visit of PMAY houses, Compost/Soak pits,
11. To 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.
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 a village level cultural event to engage panchayat members.
17. Obtain a candid assessment about performance of various deptts including fair feedback about discrepancies in fund.
18. Open discussion on Nasha Mukta 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 that Gram Panchayat.

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 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 grassroots machinery-
 - i. Patwari, VLU 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. Brastachar 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 give 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/Pancha represent at the time of inauguration and ceremonies.
10. Visiting officer shall not leave the district without handing over hard copy of the report to the Rural Development official (BDO/Panchayat Secretary) for further uploading of the report on the www.jkpanchayat.in portal within week's time positively.

FIELD VISIT

Facility	Purpose
KhidmatCentres	Create /Generate awareness on online services particularly G2C schemesAapkiZaminAapkiNigrani, Beams, Janbhagidari, Digital J&K
JKB/PSB counters/outlets	a) Status of counter b) Number of visitorsetc
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
Dangal/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeewan 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. DeenDayalAntoyodhya Yojana-
National Rural Livelihood
Mission
3. PM Awas Yojana (Rural)
4. PM Ujjawala Yojana
5. PM Vishwakarma
6. PM KissanSamman Nidhi
7. Kissan 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. Suraksha Bima Yojana
14. 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

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 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. Initiative taken by the Panchayat for managing Solid and Liquid Waste : ☒ Y
- ii. Initiative taken by the Panchayat for using green sources of fuel like solar, biogas ☒ Y
- 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 ☒ Y
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No ☒ Y
- v. Step 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. ☒ Y
- vi. Whether school has started segregating waste ☒ N
- vii. Whether school has their own compost/soakage pits for solid/liquid waste management ☒ N

2 Healthy village

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

3 Watersufficient village

- i) Do all the IHHs in the Gram Panchayat have water pipeline connections? ☒ N
- ii) Whether Gram Panchayat has taken steps for grey water management. If yes please specify ☒ Y
- iii) Do all the IHHs in the Gram Panchayat have toilets? ☒ Y
- iv) Are all the IHHs toilets functional or not? ☒ Y
- v) Do all the Schools/Anganwadis have a toilet facility or not? ☒ Y
- vi) Are all the toilets in the schools/Aanganwadis functional or not? ☒ Y
- vii) Whether Gram Panchayat has separate toilets for women or not? ☒ N

4 Child Friendly village

- i) Do all the children under the age of 0-6 years have been enrolled in the Anganwadis for pre-schooling? Yes/NO ☒ YES
- ii) How many Bal Sabhas were organized in the Gram Panchayat ☒ 2
- 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 ☒ Y

- ayat wall or not?
- iii) Does the Gram Panchayat have its building or not? ☒ Y
 - iv) Is the Gram Panchayat office functional or not? ☒ Y
 - v) Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? ☒ Y
 - vi) Is Social Audit of earlier Schemes/Programs carried out or not? ☒ Y

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 ☒ Y
- ii) Have all the eligible households registered in PDS or not? ☒ Y
- iii) Has Gram Panchayat provided space for Self-help Groups in Panchayat Ghar for holding meetings or not? ☒ Y
- iv) Have all the eligible households been registered for Pension or not? ☒ Y
- v) Has Gram Panchayat facilitated youth for Skill Enhancement Courses and Placement? ☒ Y
- vi) Has Job Cards been distributed to all the eligible individuals under MGNREGA? ☒ Y
- vii) Has Gram Panchayat facilitated SHGs for Bank Account Linkages? ☒ Y

7 Socially secured village

- i) Whether Gram Panchayat is maintaining data related to Differently Abled People? ☒ Y
- ii) Is Gram Panchayat Office Disabled Friendly or not? ☒ Y
- iii) Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? ☒ Y
- iv) Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? ☒ Y
- v) Are all the eligible individuals getting pensions, like old age pension, widow pension, etc.? ☒ Y
- vi) Are all the eligible households getting benefits from IAY or not? ☒ Y

8 Engendered Development in Village

- i) How many Mahila Sabhas were organized in the Gram Panchayat? ☒ 5
- ii) Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/No) ☒ Yes
- iii) Whether GP has taken steps for increasing women's participation in Gram Sabha (Yes/No) ☒ Yes
- iv) Number of women beneficiaries headed households covered under PDS system ☒ NA
- v) Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana ☒ NA

9 Self-sufficient infrastructure in the village

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet ☒ N
- 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) ☒ Yes
- iv. Whether the GP has easy access to Godown for storage (Yes/No) ☒ Yes
- v. Whether street lights are provided in public places for ensuring safety (Yes/No) ☒ Yes

Deliverables:

/No	Department	Deliverable
1	Agriculture Production Department	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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 ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households vi. Achieving PMAY/IHHL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i. Number of Aadhaar Linked accounts under PMJJY, 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.
	Revenue Department	<ul style="list-style-type: none"> 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 Nigrani". iii. Achieving saturation of land passbooks. iv. Pending inheritance mutations to be completed. v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)
	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJAY/ 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).
	Social Welfare	<ul style="list-style-type: none"> 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.

		<ul style="list-style-type: none"> vi. Number of BetiBachaoBetiPadhao 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fares per District. iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme.
12	School Education Department	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i. Organizing sports activities/games in every panchayat. ii. Distribution of sports kits. iii. Stadium / Flood Lights
15	Transport	<ul style="list-style-type: none"> i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized.
16	Tribal Affairs	<ul style="list-style-type: none"> i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
17	Power Development Department	<ul style="list-style-type: none"> i. Distribution of Transformers. <ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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 VishawaKarma 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.



Back² Village⁵

Governance at doorsteps

to 16th 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	FAROOQ AHMAD SHEIKH
2	Designation	LECTURER
3	Department	Education
4	Place of posting	HSS Chandilora
5	Mobile No	9906935440
6	Email ID	S.farooqyah@gmail.com
7	Home District	Baramulla
8	Dates of visit	10-11- November 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	Binner - B
2	Local Government Directory(LGD) code of the Panchayat	24/203
3	Name of CD Block	Nadihal
4	Name of Tehsil	Baramulla
5	Name of District	Baramulla

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01 (one)
2	No. of hamlets in the Panchayat	01 (one)
3	No. of households in the Panchayat	325
4	Population (approx) of the Panchayat	2330

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	Mohammad Arif Qazi	JAE	Present	Handwritten signature
2	Education	Basharat Bashir	Teacher	Present	Handwritten signature
3	Food, Civil Supplies and Consumer Affairs	Sajid Ali Bhatti Tajam Sultana	Storekeeper Storekeeper	Absent	Handwritten signature
4	Forest				
5	Health and Medical Education	Asiya Gulzar	EMPHW	Present	Handwritten signature
6	ICDS Department	Umar Hamid	Supervisor	Present	Handwritten signature
7	Irrigation and Flood Control Department	Abdul Rehman Bhatti	Supervisor	Present	Handwritten signature
8	Jal Shakti Department	Margdar Ahmad Jang	ALM	Present	Handwritten signature
9	Power Development Department	Saleem Nazim	MR	Present	Handwritten signature
10	Public Works Department	S			
11	Revenue				
12	Rural Development and Panchayat Raj	Ishtiaq Ahmad Mir	RDO ARS	Present	Handwritten signature
13	Skill Development				
14	Social Welfare Department	Rugayy	Social Welfare	Present	Handwritten signature
15	Youth Services and Sports Department	Edatide Bano	Physicist - Edu Master	Present	Handwritten signature
16	Others				
17	Animal Husbandry	Muneer Ali Yattoo	SVP	Present	Handwritten signature
18	Sheep Husbandry	Mohd Armin	ASM	Present	Handwritten signature
19	Rural Dev.	M. Rafiq Ali	PH- ACC-ADT	Absent	Handwritten signature
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/need repairs	Needs repairs			
	II. Furniture(Y/N)	Y			
	III. Computer/printer(Y/N)	Y			
	IV. Internet (Y/N)	Y			
	V. Telephone (Y/N)	Y			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Y			
	VII. Water (Y/N)	Y			
	VIII. Electricity(Y/N)	Y			
2	Educational Institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten				
	b) Primary	01	59	02	Govt.
	c) Middle				
	d) High	01	134	13	Govt.
	e) Higher Secondary				
	f) College				
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
4	Healthcare facility	No. of sub centers	No. of PHCs	No. of health & wellness centers	No. of Institute having Govt. building
		Nil	Nil	01	01
5	Bank branch(Y/N)	N	N	N	N
6	Availability of ATM (Y/N)	Y	Y	Y	Y
7	Khidmat center/ CSC (Y/N)	N	N	N	N
8	Patwarkhana(Y/N)	N	-	-	-
9	Village haat (Y/N)	Y	-	-	-
10	Playground(Y/N)	Y	-	-	-
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		0			
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		06		06	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		Nil	Nil	Nil	Nil
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Apple orchards are present in the panchayat which makes it unique as compared to nearby panchayats			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Y			
	ii. Number of Asset captured	Nil			
	iii. Please mention assets				
	1.	-			
	2.	-			
	3.	-			
	4.	-			
	5.	-			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Library, NTC	2023-24		
17	List of Underutilized Buildings- names	Name	Year of construction		
		Nil	Nil		

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 PENDENCY
1	Old Age pension	Social Department Welfare	232	232	Nil
2	Widowpension	Social Department Welfare	59	59	Nil
3	Disabilitypension	Social Department Welfare	150	50	Nil
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	Nil	Nil	Nil
7	Digital Services provided	IT/ BDO/ CSC			
8	Daksh Kisan	Agriculture Department	20	20	due to Re Cat Scheme
9	Kisan credit card	Agriculture Department	164	164	Nil
10	PM KisanSammannidhi	Agriculture Department	164	164	100% Satisfactory
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department	Nil	Nil	Nil
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	Nil	Nil	Nil
13	JJM Implementation	Jal Shakti Department			
	i. No of Household provided FHTC		300	240	Lack of some Yes.
	ii. Har Ghar Jal village(s) certified (No.)		872	850	
14	No of Households electrified	PDD	280	280	
15	PMAY- Gramin	RDD& PR	06	06	
16	SBMGrain- IHHL functional (Household toilets)	RDD& PR	280	60	Already made system
17	ODF Plus villages (No)	RDD& PR	01	01	under process
18	Targeted Sock pit completed	RDD& PR	90	50	
19	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed		12	12	
	ii. Number of Households involved		120	120	
20	Land Passbook Saturation	Revenue Department	1000	100	
21	Pending Mutations	Revenue Department	-	15	
22	Domicile Certificates	Revenue Department	500	200	
23	Persons identified drug addicts	BDO/ Sarpanch	08	08	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	01	01	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	01	01	
26	Golden Health Card under Ayushman Bharat	Health Department	1005	950	
27	Janani suraksha yojana	Health Department	20	20	
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	07	07	
31	Number of AyushmanSabas held	Health Department	01	01	
32	Out of School Children brought to Schools	School Department Education	05	05	
33	Number of students still out of Schools	School Department Education	02	02	
34	Persons educated through bridge courses	School Department Education	-	-	
35	Household using clean cooking fuel (LPG)	FCS & CA	-	-	

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 Binner
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff a) Doctor b) Paramedical	NO. (1) Pharmacist, MLHP, FMAH W 2m ²
4	No of patients attended during the month	301
5	Status of medicine availability	General Medicine, NCD Medicine, ANC
6	Special medical camp held, if any	02
7	Status of Immunization	12
8	Participation of health worker in Village Health and Nutrition Day	48
9	Institutional deliveries in Panchayat (Current Year)	20
10	Non- Institutional deliveries in Panchayat (Current Year)	nll.
11	Other	nll.
12	Remarks of the Visiting Officer	Needs tile path from main gate to office building. Common bathroom for patients. Satisfactory.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	BHS Binner
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	13
4	Enrolment of the School a) Boys b) Girls	64 } T. 134 70 } 35 } T. 59 24 }
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'	Tile path, kitchen shed repair (all pending).
10	Other	Bathroom panel
11	Remarks of the Visiting Officer	Needs boundary wall around school compound. Needs tile path from main road - principle chamber.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	Binner B.
2	Number of children enrolled a) Boys b) Girls	Boys - 58 Girls - 54
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	yes (Helper One, worker two)
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	Nil
14	Remarks of the Visiting Officer	Satisfactory. → Need Govt. Accommodation.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Binner B.
2	Government / Private	Government/Private (Both)
3	Name of the dealer (in case of Private)	Unijed Legal Stat
4	No of registered beneficiaries	251 / 50 in govt sub centre
5	No of beneficiaries drawing Ration from the store	251
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	Satisfactory.

V. Bank/ Extension counter:

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

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	nil
2	Condition of Amrit Sarovar	nil
3	Details of repair undertaken, if any	nil
4	Utilization of Amrit Sarovar	nil
5	Any Other	nil
6	Remarks of the Visiting Officer	— No Amrit Sarovar in village

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Under progress at Barnmulla
2	Condition of Playground	50% work completed
3	Utilization of Playground	nil
4	Any Other	Under construction
5	Remarks of the Visiting Officer	Under construction

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	nil
2	Government/ Private building	nil
3	Land passbook saturation	10%
4	Pending mutations	15
5	Any Other	nil
6	Remarks of the Visiting Officer	Needs lot accommodation

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Binner 'B'
2	Name of the beneficiary	Ishtay Ah Bhui, Khurshed Ah Shah, Mehrajuddin Mir, Moid Muzaffar Mir
3	Status of the house (completed/ in-use/ under-construction)	Ek. Maslufa Mir, DA Farooq Ahmed Mir.
4	Any Other	Nil
5	Remarks of the Visiting Officer	Satisfactory Construction of the said house in full swing.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Binner 'B'
2	Name of the beneficiaries	40 50
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed.
4	Any Other	nil.
5	Remarks of the Visiting Officer	Satisfactory

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Binner B
2	No of online services provided by the CSC	12.
3	No of persons approached for services	80.
4	Any Other	nil.
5	Remarks of the Visiting Officer	Satisfactory

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	needs maintenance
2	Transport	need lot transport facility
3	Electricity	Needs electric pole including conductors
4	Drinking water	Shortage of drinking water
5	Cleanliness	needs awareness programmes
6	Sports facility (Playground)	Needs playgrounds
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	yes at High School Binnes
	2. Skits, Songs, Dramas	nil
	3. Local Folk programme / Show	yes
	4. Discussions with PRI and Senior citizens	yes
	5. Exhibitions	yes
B	Sports Activities	
	1. Sports Event	yes
	2. Distribution of sports kit	nil
C	Inaugurations (If any)	
	PMAY house	yes
	Segregation Sheds	yes
	Amrit Sarovar	no
	JJM Assets	no
	Compost/ Soak Pits	yes
	PMGSY / MGNREGA works	yes
	Any other	nil
D	Distribution of certificates	
	Self Employment Schemes	nil
	Land Pass books	nil
	Any other	nil
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	yes

[Signature]

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Healthy Village
2	Activities undertaken under the Theme (as per instruction manual)	100% pregnant women to be registered & examined early. 100% enrollment of 2-5yr children in anganwadis Entire 100% institutional deliveries Construction of 18 UIC of toilets in 100% eligible households etc.
3	Status of activities undertaken	Ongoing.
4	Visible impact of the Activities	Satisfactory.
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	Two.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Nil
8	Remarks of the Visiting Officer on the status SDG Theme	Satisfactory

[Signature]

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Shortage of drinking water in Pinner B	
2	Maintenance of Chale Pinner road	
3	Maintenance of inner lks.	
4	Demands of Electric poles with conductors	
5	Development of Play field.	
B	Impact of B2V1 to B2V4	
1		
2		
3		
4		
5		
C	Challenges in the Panchayat	
1	Lack of drinking water.	
2	road connectivity of inner lks.	
3		
4	→ Playground.	
5	Needs drug deaddiction services	
D	Suggestions if any	
1	Funds should be released for implementation	
2	Issues noted during back to village program	
3		
4		
5		

Deep

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Rural development
2	Health department
3	School Education deptt
2	LEAST RESPONSIVE DEPARTMENTS
1	Bank
2	Skill development & Handicraft
3	

ii. FEEDBACK ON UT INITIATIVES

Administration is doing a satisfactory job but some issues needs to be given special attention such as provision of clean drinking water.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Lack of drinking water
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Demand of drinking water not addressed till date
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)	Drinking water infrastructure should be upgraded.
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	Provided below.

Signature of Sarpanch

Name.....

Signature of the Visiting Officer

Name.....