

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

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

In addition, attention may be given to the following areas:

- a. Make full use of Centrally Sponsored Schemes.
 - b. Saturation of individual beneficiary schemes.
 - c. Self-employment schemes.
 - d. Bank-linked schemes, including departmental subsidy schemes
 - e. Empowerment and transparency through digital initiatives
 - f. Effectiveness of grassroots machinery:
 - i. Patwari, VLW present and available.
 - ii. Available funds utilized in public interest and as per Gram Sabha resolutions.
 - iii. Fairness in governance.
 - iv. CSS/Individual beneficiary schemes, etc
 - v. Bhrashtachar Mukht J&K.
 - vi. Nasha Mukht, J&K.
9. The PRI members (Sarpanchs, Panchs, BDC Chairperson) shall be at the forefront of all activities and given due importance, and the approach should be to strengthen them and make them feel empowered. He/she shall ensure that the BDC Chairperson and Sarpanch/Panch are present at the time of inauguration and ceremonies.

10. 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 Aapki Zamin Aapki Nigamni, Beams, Janbhagidari, Digital I&K <i>NA</i>
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc <i>NA</i>
Incomplete buildings/projects	Verify whether identification and redistribution done <i>NA</i>
PDS	Visit, evaluate, online status <i>Yes</i> ,
PHC	Visit- evaluate, status of staff, equipment and quality <i>Sub-center available in Dyt:- Kandi</i>
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff <i>Yes</i>
Swachh SBM	Evaluate <i>Yes, As Panchayat is fully BDF</i> <i>Hand inspection SBM work ok available in Dyt:-</i>
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground <i>Yes</i> .
Har Gaon Hariyali, Plantation drive	Evaluate status, feedback <i>Yes</i> .
Village cultural event	Participate in ensure that it is held <i>Yes</i> .
Dangal/ Haat/Mela	<i>No</i> .
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V <i>Yes</i> .
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.	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.	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.	PM KUSUM Yojana
14.	Suraksha Bima Yojana
15.	Atal Pension Yojana
ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS	
1.	Enrolment in Eklavya Model residential school
2.	Scholarship schemes
3.	Forest Rights Title: Individual and Community Land
4.	Van Dhan Vikas Kendra: Self Help Groups

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 *1) Healthy Village*
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* *Healthy Village*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas *No*
- iii. Has mapping of land use, water bodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? *Yes/No*. If No, reason thereof. *No*
- iv. Has the Climate Resilience Plan been developed for the GP? *Yes/No* *NO*
- v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials, and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures, and conservation of wetlands. *Plantation Drive has been initiated in many school lands*
- vi. Whether schools have started segregating waste. *Yes/No* *Yes*
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. *Yes/No* *No*

2. Healthy village

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

3. Water-sufficient village

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

Child-Friendly village

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

- iii. Whether the issues raised by BalSabha are addressed during the Gram Sabha. Yes/NO *Yes*
 - iv. Whether Gram Panchayat is tracking the data related to dropout 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 Bhiawan or not? Yes/No *NO*
 - ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? Yes/No *Yes*
 - iii. Does the Gram Panchayat has its building or not? Yes/No *Yes*
 - iv. Is the Gram Panchayat office functional or not? Yes/No *Yes*
 - v. Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No *Yes*
 - vi. Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No *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/No *Yes*
 - iii. Has Gram Panchayat provided space for Self-help Groups in PanchayatGhar for holding meetings or not? Yes/No *Yes*
 - iv. Have all the eligible households been registered for Pension or not? Yes/No *Yes*
 - v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No *Yes*
 - vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No *Yes*
 - vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No *Yes*
7. Socially secured village
- i. Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No *Yes*
 - ii. Is Gram Panchayat Office Disabled Friendly or not? Yes/No *Yes*
 - iii. Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No *Yes*
 - 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 *Yes*
 - v. Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No *Yes*
 - vi. Are all the eligible households getting benefits from IAY or not? Yes/No *Yes*
8. Engendered Development in Village
- i. How many MahilaSabha's were organized in the Gram Panchayat *once in 6 months*
 - ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhiawan (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. —
 - v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana —
9. Self-sufficient infrastructure in the village

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No **Yes**
- ii. Whether the Disaster management plan is available at the GP Level (Yes/No) **No**
- iii. Whether child-friendly park with required facilities is available in GP (Yes/No) **No**
- iv. Whether the GP has easy access to Godown for storage (Yes/No) **No**
- v. Whether street lights are provided in public places for ensuring safety (Yes/No) **Yes**

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. ii. Ensuring saturation of Kisan 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-1, 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/JHHL 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, Jaribhagidan & E-UmatPortal 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 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).
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.



5th 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
2	Designation
3	Department
4	Place of posting
5	Mobile No
6	Email ID
7	Home District
8	Dates of visit

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

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

C. Panchayat Profile:

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

QUESTIONNAIRE FOR B2V5

Schedule-I (B)

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

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Javed Jaiswari	ABG	P.	
2	Education	Abdul Wahid	Head Master	P.	
3	Food, Civil Supplies and Consumer Affairs	Nisar Ahmad	Dealer	P.	
4	Forest	Shahid Ahmad	Guard	P.	
5	Health and Medical Education	Shahida Begum	ABG Master	P.	
6	ICDS Department	Ezzat Mohamed	CDPO	P.	
7	Irrigation and Flood Control Department	-	-	P.	
8	Jal Shakti Department	Mohd Asraf	Worker	P	
9	Power Development Department	Farooq Ahmed	-	P	
10	Public Works Department	-	-	-	
11	Revenue	Zaheer Hussain	Naib Tehsildar	P.	
12	Rural Development and Panchayat Raj	Mahesh Ashraf	GRS	P.	
13	Skill Development				
14	Social Welfare Department				
15	Youth Services and Sports Department	Mehraj	PT.	P.	
16	Others				
17					
18					
19					
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								
	b) New/needingsrepairs								
	II. Furniture(Y/N)								
	III. Computer/printer(Y/N)								
	IV. Internet (Y/N)								
	V. Telephone (Y/N)								
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)								
	VII. Water (Y/N)								
	VIII. Electricity(Y/N)								
2	Educational Institutes								
	a) Kindergarten								
	b) Primary								
	c) Middle								
	d) High								
	e) Higher Secondary								
	f) College								
3	Anganwadi Centre								
	No. of Anganwadi Centres								
	No. of sub centers								
4	Healthcare facility								
	Bankbranch(Y/N)								
	Availability of ATM (Y/N)								
	Khidmatcenter/ CSC (Y/N)								
	Patwarikhana(Y/N)								
	Village haat (Y/N)								
	Playground(Y/N)								
	Ration shop (Y/N)								
12	Government offices- details, whether functional or not								
13	Amrit Sarovars - details, location, condition								
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc								
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)								
	ii. Number of Asset captured								
	iii. Please mention assets								
	1.								
	2.								
	3.								
	4.								
	5.								
16	List of Incomplete Buildings- names, year of construction								
17	List of Underutilized Buildings- names								

QUESTIONNAIRE FOR B2V5

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

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDING
1	Old Age pension	Social Department Welfare	—	100-120	
2	Widow pension	Social Department Welfare	—	50	
3	Disability pension	Social Department Welfare	—	10	
4	Status under Stunting Mukh	Social Department Welfare	—	—	
5	Status under wasting Mukh	Social Department Welfare	—	—	
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	—	Yes	
7	Digital Services provided	IT/ BDO/ CSC	—	—	
8	Daksh Kisan	Agriculture Department	—	—	
9	Kisan credit card	Agriculture Department	—	156	
10	PM Kisan Sammanidhi	Agriculture Department	—	297	
11	Employment Saturation (PMGP, Tejaswani, Mumkin, Mission Youth, Nimmayati, etc)	Employment Department	—	—	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	—	—	
13	JJM Implementation	Jal Shakti Department	—	Yes	
	i. No of Household provided FHTC		—	5	
	ii. Har Ghar Jal village(s) certified (No.)		—	—	
14	No of Households electrified	POD	—	800	
15	PMAY- Gramin	RDD& PR	119	119	
16	SBM Gramin - JMH functional (Household toilets)	RDD& PR	—	252	
17	ODF Plus villages (No)	RDD& PR	Yes	—	
18	Targeted Sock pit completed	RDD& PR	—	—	
19	JKRLM:	RDD& PR	—	55	
	i. Number of Self Help Groups formed		—	—	
	ii. Number of Households involved		—	—	
20	Land Passbook Saturation	Revenue Department	—	1210	
21	Pending Mutations	Revenue Department	—	—	
22	Domicile Certificates	Revenue Department	NA	1450	
23	Persons identified drug addicts	BDO/ Sarpanch	NA	1	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	Yes	—	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	NO	—	
26	Golden Health Card under Ayushman Bharat	Health Department	—	1500	
27	Janani suraksha yojana	Health Department	—	300	
28	Status under Anaemia Mukh	Health Department	—	—	
29	Status under Leprosy Mukh	Health Department	—	—	
30	Number of Ayushman Melas organized at Health & Wellness centers /CHCs under Ayushman Bharat	Health Department	—	3	
31	Number of Ayushman Sabas held	Health Department	—	5	
32	Out of School Children brought to Schools	School Department Education	—	—	
33	Number of students still out of Schools	School Department Education	—	—	
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 Sub-Centre
2	Type of building (Govt./ Private)	Private
3	Availability of Staff a) Doctor ☒ b) Paramedical ☒	
4	No of patients attended during the month	30
5	Status of medicine availability	yes
6	Special medical camp held, if any	yes
7	Status of Immunization	yes up to 30 this month
8	Participation of health worker in Village Health and Nutrition Day	—
9	Institutional deliveries in Panchayat (Current Year)	—
10	Non- Institutional deliveries in Panchayat (Current Year)	Nil
11	Other	
12	Remarks of the Visiting Officer	It is functioning properly.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Middle School / Primary School
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	yes
4	Enrolment of the School a) Boys b) Girls	Boys 360 Girls 260
5	Availability of play ground	yes
6	Availability of drinking water	yes
7	Availability of electricity	yes
8	Availability of functional toilets	yes
9	Activities undertaken under 'My School My Pride'	yes
10	Other	yes, Merit Award given
11	Remarks of the Visiting Officer	Play ground is required

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	W.No 1, 2, 3, 4, 5, 6, 7, 8, 9.
2	Number of children enrolled a) Boys b) Girls	
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	Yes (one Center don't have helper)
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	-
12	Number of children wasted	-
13	Any Other	
14	Remarks of the Visiting Officer	Satisfactory.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	W.No 5, 9
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Dejan Mund, Main Bhandy, Gs. Day 2020
4	No of registered beneficiaries	
5	No of beneficiaries drawing Ration from the store	
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	Functioning properly

V. Bank/ Extension counter:

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

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Ch-04 → Nil
2	Condition of Amrit Sarovar	-
3	Details of repair undertaken, if any	-
4	Utilization of Amrit Sarovar	-
5	Any Other	-
6	Remarks of the Visiting Officer	-

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Playfield Chakwal
2	Condition of Playground	Playfield
3	Utilization of Playground	Yes
4	Any Other	-
5	Remarks of the Visiting Officer	Need more development

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	NA
2	Government/ Private building	-
3	Land passbook saturation	-
4	Pending mutations	-
5	Any Other	-
6	Remarks of the Visiting Officer	No Partwarkhan in Pandharyat

IX. PMAY house:

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

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	In whole Pit
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	
5	Remarks of the Visiting Officer	All Soak pits, Compost pits are completed / Under Construction.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC center	
2	No of online services provided by the CSC	
3	No of persons approached for services	
4	Any Other	
5	Remarks of the Visiting Officer	No Khidmatcenter Available in Ppt Urgrah.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Yes.
2	Transport	Yes
3	Electricity	Yes
4	Drinking water	Yes
5	Cleanliness	Yes
6	Sports facility (Playground)	
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	—
	2. Skits, Songs, Dramas	—
	3. Local Folk programme / Show	yes
	4. Discussions with PRI and Senior citizens	yes
B	5. Exhibitions	yes
	Sports Activities	
	1. Sports Event	yes
	2. Distribution of sports kit	yes
	Inaugurations (If any)	
C	PMAY house	yes
	Segregation Sheds	yes
	Amrit Sarovar	yes
	JIM Assets	yes
	Compost/ Soak Pits	yes
D	PMGSY / MGNREGA works	yes
	Any other	yes
	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	yes
E	Any other	yes
	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	1) Healthy Village & Poverty Free and Environment friendly Village
2	Activities undertaken under the Theme (as per instruction manual)	Solid Waste Management Unit Plantation Drive
3	Status of activities undertaken	Solid Waste Management Unit → Awareness created
4	Visible impact of the Activities	
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	GDP has been prepared and uploaded
6	How many activities of SDG have been covered under GDP	
7	Bottlenecks, if any, faced in the achievement of SDG Theme	
8	Remarks of the Visiting Officer on the status SDG Theme	Time will be taken to fulfill the SDG. Theme adopted by Panchayat.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RDD
2	Education
3	Land (CARD)
2	LEAST RESPONSIVE DEPARTMENTS
1	
2	
3	

ii. FEEDBACK ON UT INITIATIVES

Various initiatives by the Government are appreciated by the people. But things in most cases seem to be away from the Scheme of various departments. They expect prompt delivery benefit but when it is away from line, people become dissatisfied.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	People are unhappy because the works which they mentioned were not fully filled.
2	Major/urgent public demands that was/ were reflected earlier but have not been addressed so far:	→ Road Connectivity in Panchayat → Hand Pumps for irrigation. → etc.
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)	→ More Development needed in Panchayat kargah.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	8
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	

Signature of Sarpanch
Name: ...
Date: ...

Signature of the Visiting Officer
Name: ...
Date: ...