

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023.

KEY FEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	Seeking details from the District team	<p>a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 www.jkpanchayat.jk.gov.in or www.jkpanchayat.in</p> <p>b. Also take print outs of the summarized excel sheets of the previous phases www.jkpanchayat.jk.gov.in or www.jkpanchayat.in ATRs on issues raised in previous 4 phases of B2V and feedback on deliverables of last year from the off Deputy Commissioner.</p> <p>c. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.jk.gov.in</p> <p>d. Collect List of new works started/ ongoing/ completed during the previous and Financial year under the following heads:</p> <ul style="list-style-type: none">▪ PRI grants▪ District Plan▪ UT plan▪ MGNREGA▪ Other schemes of other departments▪ Any other work <p>e. Plans/ beneficiary lists:</p> <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 <p>f. Lists of beneficiaries for:</p> <ul style="list-style-type: none">▪ Various certificates/ benefits to be distributed by the visiting officer.▪ Any other activities identified by different departments

attach 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 I A, I B & 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 JKH 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 Bharat.
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.
8. Visit government establishments, i.e., Health facility, Education Institute, Aganwadis centers, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, Patwar Khana, etc.
9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zami Aapki Nigamti, Digital J&K, etc.
10. Check effectiveness of centrally sponsored schemes through field visits to PMAY houses, Compost/Soak pits, JIM, 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 SAROVAR.
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, Cultural 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 Mukti Abhiyan, corruption-free Panchayat, etc.
19. Assess the progress of different schemes relating to the localized SE prioritized for that village as per the resolution passed by that Gram Panchayat.

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 dept 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 RDO official (ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure the conduct of all activities as planned. Panchayat-wise orders need to be issued in advance.
7. The BDO has to ensure that Gram Sabha is held during the visit of the officer in the panchayat and uploaded on Vibrant Gram Sabha Portal.
8. The visiting officer should ideally carry his/her laptop to complete the reports at the Panchayat level itself and upload the final report, duly signed both by the Sarpanch and by the visiting officer on the www.jkpanchayat.jk.gov.in portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha Mukti, Bhrashtachar Mukti, Rozgar yukt J&K, besides carrying forward the activities during Jan Abhiyan and saturating them.

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

- a. Make full use of Centrally Sponsored Schemes.
- b. Saturation of individual beneficiary schemes.
- c. Self-employment schemes.
- d. Bank-linked schemes, including departmental subsidy schemes.
- e. Empowerment and transparency through digital initiatives.
- f. Effectiveness of grassroots machinery:
 - i. Patwari, VLW present and available.
 - ii. Available funds utilized in public interest and as per Gram Sabha resolutions.
 - iii. Fairness in governance.
 - iv. CSS/Individual beneficiary schemes, etc.
 - v. Bhrashtachar Mukti J&K.
 - vi. Nasha Mukti, J&K.
9. The PRI members (Sarpanchs, Panchs, BDC Chairperson) shall be at the forefront of 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 present at the time of inauguration and ceremonies.

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

CREATING AWARENESS 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 Ujjwala Yojana	✓
5.	PM Vishwakarma	✓
6.	PM Kisan Samman Nidhi	✓
7.	Kisan Credit Card (KCC)	✓
8.	PM Poshan Abhiyan	✓
9.	Har Ghar Jal- Jal Jeevan Mission	✓
10.	Survey of Villages and Mapping with improved 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
2. STATUS OF WORKS UNDER THE FOLLOWING GOALS

1. Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Wastes. *improved land use*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas, etc. *improved land use*
- 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. *→ 100% of waste disposal*
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No
- v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials, and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures, and conservation of wetlands. *a no. of trees planted*
- vi. Whether schools have started segregating waste. Yes/No
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No

2. Healthy village

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

3. Water-sufficient village

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

4. Child-Friendly village

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

- iii. Whether the issues raised by BalSabha are addressed during the Gram Sabha. Yes/NO
- iv. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO
- v. Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No

5. Village with good governance

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

6. Poverty-free and enhanced livelihood village

- i. Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify
- ii. Have all the eligible households registered in PDS or not? Yes/No
- iii. Has Gram Panchayat provided space for Self-help Groups in PanchayatGhar for holding meetings or not? Yes/No
- iv. Have all the eligible households been registered for Pension or not? Yes/No
- v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No
- vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No
- vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No

7. Socially secured village

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

8. Engendered Development in Village

- i. How many MahilaSabha's were organized in the Gram Panchayat
- ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/ No)
- iii. Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No)
- iv. Number of women beneficiaries headed households covered under PDS system.
- 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

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

Deliverables:		Deliverable
S/No	Department	
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 Babi seeds, lavender seeds. vi. Implementation of FasalBoonayojna (Crop Insurance). vii. Issuing sanction letters for insurance of the Cattle.
2	Rural Development Department	i. Establishment of AnulSarvot 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/IHL Saturation. vii. Status of Drug Free/Corruption free Panchayats. viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagidanik E-UnnatPortal etc. iii. Hoardings/Wall paintings in all panchayats about Digital J&K & Services. iv. Organizing of one CSC Camps per Panchayat. v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.
4	Finance Department	i. Number of Aadhaar Linked accounts under PMJDY, PMSBY, APY & PMJDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. iii. Setting up of counters by Banks at Panchayat level for verification, Sanctioning and disbursement of cases and also accepting fresh application under all individual subsidy schemes. iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	i. Awareness programme about Management legacy data of registration & Delivery of registration documents online to the citizens by the Tehsildar concerned. ii. Information campaign for popularization of "AapZameenAap Ki Nigrani". iii. Achieving saturation of land passbooks. iv. Pending inheritance mutations to be completed. → 20 v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional) ①
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. → 10 Conducted. iv. 500 Anaemia check-up camps to be conducted. → 100% v. Number of Aanganwari Beneficiaries Aadhar Seeded. → 100%

8	Forest, Ecology & Environment	vi. Number of BeeBachaoBetiPadhao events held. ✓ vii. Saturation of left out cases under disability pension, implants and tricycles etc. ✓ viii. Awareness about Drug Mukht Panchayats. ✓ i. Plantation drives under "Har Gaon Haryali" program. ✓ ii. Conservation of water bodies. ✓ iii. Forest for Fodder. ✓ iv. "Green TRK drive" campaign. ✓
9	Tourism	i. Identification & Registration of Home Stays. ✓ ii. Promotion for tourism activities under village cooperatives. ✓ iii. Promotion for augmenting the tourist inflow. ✓ iv. Identification, demarcation and demarcation of at least 5 tourist destination/ circuits/ themes/trades per district. ✓ v. Plastic free tourism destinations. ✓
10	Culture Department	i. Organizing school talent hunt competitions. ✓ ii. Cultural event at panchayat level under Har Din Tivhar. ✓ iii. Promotion of local artists by way of organizing KaviSamayan, Painting competitions etc. ✓
11	Labour & Employment	i. Registration of Job Seekers 50 per District. ✓ ii. Organizing of one Job fairs per District. ✓ iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme. ✓
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat. ✓ ii. Identification of out of school children and their enrolment. ✓ iii. My School My Pride-Cleanliness and Maintenance drives to be organized. ✓ iv. Holding of at least 200 Parent Teacher meetings per district. ✓ v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility. ✓
13	Higher Education	i. Digital push for Open & Distance Learning (ODL) and online courses. ✓ ii. My college my pride (NashaMukht Camps, Eco Clubs, Sports & Games) ✓ iii. Careers counselling and Job placements. ✓
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. ✓ ii. Distribution of sports kits. ✓ iii. Stadium / Flood Lights ✓
15	Transport	i. Steps taken to reduce the occurrence of road accidents. ✓ ii. Cases under MUMKIN scheme to be finalized. ✓
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. ✓ ii. Saturation of Scholarship Schemes. ✓
17	Power Development Department	i. Distribution of Transformers. ✓ a) Check Unique Number ✓ b) Identify DTS with low oil and top oil ✓ c) Identify DTS with load imbalance ✓ d) Replace Non Standard fuses standard fuses. ✓ e) All pending electrical accidental claim cases to be resolved and disbursed. ✓ f) Removal of damaged transformers. ✓
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fare price shops. ✓ ii. Saturation of Aadhaar Seeded Ration Cards. ✓ iii. 100% grievance redressal to be ensured. ✓ iv. Awareness about the schemes of the Department ✓
19	Skill Development	i. Training of left out SHG members registered with NRLM/Tribal Affairs. ✓ ii. Skill Training of B2V4/MTMP2 youth. ✓ iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. ✓ iv. 100% admission Polytechnic/ITI. ✓

20	Cooperative	v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme. ✓ 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. ✓ ii. Monthly monitoring of E-Challans. ✓
24	Mining	i. Awareness programmes about illegal mining. ✓ ii. 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 call 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 & Anganwaris 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 Badkhat&K for public. ✓
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. ✓ ii. MSME registration on single window portal. ✓ iii. Registration of Artisans and weavers. ✓ iv. Training of youth in handicrafts and Handloom cooperatives. ✓ v. Achievements made under Vishwakarma Scheme. ✓
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. ✓ ii. Physical verification of completed projects/ works. ✓ iii. Monitoring of Aspirational Panchayat, Block and District programmes. ✓ iv. Awareness programme about registration of Births & Deaths. ✓ v. Panchayat development Index rating verification. ✓

QUESTIONNAIRE FOR B2V5

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

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

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

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

C. Panchayat Profile:

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

QUESTIONNAIRE FOR B2V5

(Details of Officers/ Officials present in the Panchayat)
(To be filled up by the visiting officer during/ after visit to the Panchayat. All entries to be filled by the visiting officer before the deadline to be provided by the State.

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Kishor An. Singh	11/10/2023	P	---
2	Education	Taruna Anand	11/10/2023	P	---
3	Food, Civil Supplies and Consumer Affairs	Javed An. Singh	11/10/2023	P	---
4	Forest	Rajendra An.	11/10/2023	P	---
5	Health and Medical	Dr. Zohra	11/10/2023	P	---
6	ICDS Department	Sushma Anand	11/10/2023	P	---
7	Irrigation and Flood Control Department	Manoj An. Singh	11/10/2023	P	---
8	Jal Shakti Department	An. Mohd. Anand	11/10/2023	P	---
9	Power Development Department	Wahid An. Puri	11/10/2023	P	---
10	Public Works Department				
11	Revenue	Javed An. Khan	11/10/2023	P	---
12	Rural Development and Panchayat Raj	M. Imran Najar	11/10/2023	P	---
13	Skill Development				
14	Social Welfare Department	Sayima Habib	11/10/2023	P	---
15	Youth Services and Sports Department	Javed An.	11/10/2023	P	---
16	Others				
17	Self Help Groups	An. Mohd. Anand	11/10/2023	P	---
18					
19					
20					

QUESTIONNAIRE FOR B2V5

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

1	Infrastructure of Panchayat Ghar	Yes			
a)	Govt building/private	Private			
b)	How/need/repairs	Repair			
II.	Computer (Y/N)	Yes			
III.	Internet (Y/N)	Yes			
IV.	Telephone (Y/N)	Yes			
V.	Toilet (CSC/part of panchayat ghar) (Y/N)	Yes			
VI.	Water (Y/N)	Yes			
VII.	Electricity (Y/N)	Yes			
2.	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
a)	Kindergarten	01	67	05	Govt.
b)	Primary	01	67	06	Govt.
c)	Middle	01	67	06	Govt.
d)	High	01	67	06	Govt.
e)	Higher Secondary	01	67	06	Govt.
f)	College	01	67	06	Govt.
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Infants / Worker vacancies	Govt Building/ Private Building
		06	181	0	Private Building
4	Healthcare facility	No. of sub-centres	No. of PHCs	No. of health & wellness centers	No. of Institute having Govt. building
		0	0	0	0
5	Bank branch (Y/N)	No			
6	Availability of ATM (Y/N)	No			
7	Kidmat center/ CSC (Y/N)	Yes			
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	
		Yes (02)	1301	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		NA	Functional		
13	Anrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		NA	NA	NA	NA
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Tourism Potential of Shikogan.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	9			
	iii. Please mention assets	1. 2. 3. 4. 5.			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Vijaynagar District	2021		
17	List of Underutilized Buildings- names	Name	Year of construction		
		NA	NA		

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QUESTIONNAIRE FOR B2V5

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

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET BENEFICIARIES/ PRISONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDING
1	Old Age pension	Social Department	08	Nil	
2	Widow pension	Social Department	17	Nil	
3	Disability pension	Social Department	13	Nil	
4	Status under Stunting Mukht	Social Department	0	0	
5	Status under wasting Mukht	Social Department	0	0	
6	Equipment's provided to specially abled persons (imply, tricycles etc)	Social Department	0	0	
7	Digital Services provided	Social Department	0	0	
8	Daksh Kisan	Agriculture Department	13	13	
9	Nisan credit card	Agriculture Department	100%	100%	
10	PM Kisan Samman Nidhi	Agriculture Department	100%	100%	
11	Employment Saturation (PMGP, Tejaswini, Numbin, Mission Youth, Humayyat, etc)	Employment Department	708 (12)	100%	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	NA	NA	
13	JSM Implementation	Jal Shakti Department	390	351	
	i. No of Household provided FHFC		4	0	
	ii. Bar Ghar Jal village(s) certified (No.)		100%	100%	
14	No of Households electrified	PBD	100%	100%	
15	PMAY- Gramin	RDD& PR	6	6	
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	33	33	
17	ODF Plus villages (No)	RDD& PR	Yes	Yes	
18	Targeted Sock pit completed	RDD& PR	40	40	
19	JKRLN:	RDD& PR	Nil	Nil	
	i. Number of Self Help Groups formed		0	0	
	ii. Number of Households involved		0	0	
20	Land Passbook Saturation	Revenue Department	100%	100%	
21	Pending Mutations	Revenue Department	Nil	Nil	
22	Domicile Certificates	Revenue Department	Nil	Nil	
23	Persons identified drug addicts	BDO/ Sarpanch	Nil	Nil	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	0	0	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	0	0	
26	Golden Health Card under Ayushman Bharat	Health Department	100%	100%	
27	Janani Suraksha Yojana	Health Department	100%	100%	
28	Status under Anaemia Mukht	Health Department	100%	100%	
29	Status under Leprosy Mukht	Health Department	100%	100%	
30	Number of Ayushman Melas organized at Health & Wellness Centres /CHCs under Ayushman Bharat	Health Department	0	0	
31	Number of AyushmanSahas held	Health Department	10	10	
32	Out of School Children brought to Schools	School Education Department	Nil	Nil	
33	Number of students still out of Schools	School Education Department	Nil	Nil	
34	Persons educated through bridge courses	School Education Department	NA	NA	
35	Household using clean cooking fuel (LPG)	PCS & CA	45%	98%	2% Pending

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QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I.

S. No	Particulars	Status
1	Name of Health Institutions	113 m.c. Shikangan
2	Type of building (Govt./ Private)	Private
3	Availability of Staff	
a) Doctor		Yes
b) Paramedical		Yes
4	No of patients attended during the month	164
5	Status of medicine availability	Yes
6	Special medical camp held, if any	Yes
7	Status of Immunization	100%
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	16 deliveries that happened were all institutional but none within Panchayat.
10	Non- Institutional deliveries in Panchayat (Current Year)	None
11	Other	
12	Remarks of the Visiting Officer	Improvement in primary health facilities.

II. Education Institutions:

S. No	Particulars	Status		
1	Name of Education Institutions	U.P.S. Govt. & Bps Shikangan & Bps Govt. & Bps		
2	Type of building (Govt./ Private)	Govt.	Govt.	Private
3	Availability of Staff as per sanctioned strength	06	03	02
4	Enrolment of the School	69	40	37
a) Boys		36	16	29
b) Girls		33	24	18
5	Availability of play ground	Yes	No	No
6	Availability of drinking water	Yes	Yes	Yes
7	Availability of electricity	Yes	Yes	Yes
8	Availability of functional toilets	Yes	Yes	No
9	Activities undertaken under 'My School My Pride'	Chemical free, Gender, Hygiene, Sanitation, vigilance, etc.		
10	Other			
11	Remarks of the Visiting Officer	Promotion/ Upgradation of Infrastructure		

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S. No	Particulars	Status
1	Location of Anganwadi center	Govt. Shikangan, Govt.
2	Number of children enrolled	191
a) Boys		81
b) Girls		110
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	Quality of food served needs to be enhanced.

CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Shikangan
2	Government / Private	Govt.
3	Name of the dealer (in case of Private)	X X.
4	No of registered beneficiaries	389
5	No of beneficiaries drawing Ration from the store	1391
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	More CAPD Outlets needed.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	NA
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	NA
7	Any Other	
8	Remarks of the Visiting Officer	Banking Services should be provided under one roof.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Shikhar-2, Kavit-1, Laxmi-1
2	Condition of Amrit Sarovar	Satisfactory
3	Details of repair undertaken, if any	No.
4	Utilization of Amrit Sarovar	Yes.
5	Any Other	
6	Remarks of the Visiting Officer	More Springs need to be included under Amrit Sarovar.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Kavit
2	Condition of Playground	Functional
3	Utilization of Playground	Yes.
4	Any Other	
5	Remarks of the Visiting Officer	Advanced facilities to be given to the existing playground.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	Kanth Sura
2	Government/ Private building	Private
3	Land passbook saturation	100%
4	Pending mutations	Nil.
5	Any Other	
6	Remarks of the Visiting Officer	A Mini-Secretariat for whole Government under one roof.

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IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Laxmi-1
2	Name of the beneficiary	Shikhar-2
3	Status of the house (completed/ in-use/ under-construction)	In-use/ Construction
4	Any Other	
5	Remarks of the Visiting Officer	Demande Grant for the inclusion of new households.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Shikhar
2	Name of the beneficiaries	Community
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed.
4	Any Other	Sanitation shed.
5	Remarks of the Visiting Officer	New Individual Soakpits for environment of grey water management.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC center	OD.
2	No of online services provided by the CSC	All Services.
3	No of persons approached for services	-
4	Any Other	-
5	Remarks of the Visiting Officer	CSC facilities should be given to every Hamlet.

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)	Yes -
7	Any Other	

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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	Yes.
	3. Local Folk programme / Show	Yes
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	Yes
B	Sports Activities	Yes
	1. Sports Event	
	2. Distribution of sports kit	Yes
C	Inaugurations (If any)	NA.
	PMAY house	
	Segregation Sheds	✓
	Amrit Sarovar	
	JJM Assets	✓
	Compost/ Soak Pits	✓
	PMGSY / MGNREGA works	
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	✓
	Any other	KCA.
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat (Mobile Van) and Flagship Schemes given in the instruction manual	Yes

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QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	
2	Activities undertaken under the Theme (as per instruction manual)	Clean and Green Panchayat - Dry Aqqs, Manhole cover - Sewer Collection.
3	Status of activities undertaken	Completed.
4	Visible impact of the Activities	- Door to Door Collection of waste. - Manholes & Sewerage line.
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Prepared and Uploaded.
6	How many activities of SDG have been covered under GDP	3.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	- Insufficiency of funds. - Lack of awareness.
8	Remarks of the Visiting Officer on the status SDG Theme	More fund requirement.

Schedule-VI (A) (During Development Deliverables).

- ① PMAY: 6 Households - 100% achieved.
- ② Amrit Sarovar - Constructed (4 Nos).
- ③ 100% Social audit of PMAY - Done.
- ④ 100% Saturation.
- ⑤ Dry Aqqs - Declared.
- ⑥ Corruption free - Declared.
- ⑦ Sports events - organised.

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QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A Demands/ Grievances addressed by the Administration		
1	Construction of Road in Laribal.	
2	Earth filling of Bps- Shikorgan.	
3	Public Park constructed at Kevir.	
4	Electricity connection at Kevir.	
5	Electricity provided to PHE-Mechanical.	
B Impact of B2V1 to B2V4		
1	Connectivity, Housing (rural).	
2	Amrit Sagar Renovation.	
3	Solid and Liquid Waste Management.	
4	Land Pastoral Satisfaction.	
5	Children Care.	
C Challenges in the Panchayat		
1	Irrigation Canal Rectification.	
2	Scarcity of drinking water.	
3	Shortage of electric poles.	
4	Modernisation of Roads.	
5	Gravel Road Construction.	
D Suggestions if any		
1	Completion of Veterinary block at Shikorgan.	
2	Basic Amenities to Elopark.	
3	Promotion of Shikorgan as tourist destination.	
4	Govt. Building for Bps-Laribal.	
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	EDD SPC
2	Education
3	Health

2	LEAST RESPONSIVE DEPARTMENTS
1	?
2	?
3	?

II. FEEDBACK ON UT INITIATIVES

- ③ Govt. has taken very good initiatives for the promotion of inclusive development and the mission of Government of Government at the first step has been ensured.
- ④ Implementation of welfare schemes should be made more citizen-friendly.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	+ Rectification of Irrigation Canal - water scarcity
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far	Approach Road to Grs-Kevir.
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)	Major demands of the people regarding Connectivity, Employment, Cleanliness - need to be addressed on priority basis.
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	Attached.

Signature of Sarpanch

Name... Farooq Ahmad
FAROOQ AHMAD GANAI
Panch: Ward-6
Pvt. Halqa Laribal

Signature of the Visiting Officer

Name... Aashiq Hussain