

INSTRUCTION MANUAL FOR B2V5



2010-11 NOVEMBER 2023

OBJECTIVES:

- Deputy Commissioners to lead the initiative
- Rural Development Department to be the nodal department
- Planning Development & Monitoring department and H 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 from 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 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.</p> <p>c. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in / www.jkpanchayat.jk.gov.in</p> <p>d. Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads: <ul style="list-style-type: none"> • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work </p> <p>e. Plans/ beneficiary lists: <ul style="list-style-type: none"> • 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 </p> <p>f. 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 </p>

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 IA, IB & Schedule-II.
2. Ensure that all front line workers of different depts are present.
3. Ensure exhibition by different depts about individual beneficiary schemes.
4. Inspect JKB/PSH counters/outlets.
5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity.
6. Ensure awareness generation about PM Vidwaktarma scheme and AyushmanBharat.
7. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks.
8. Visit government establishments, i.e., Health facility, Education Institute, Aganwadicenters, 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 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 passed by that Gram Panchayat.

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 Mukta, Bhrashtachar Mukta, 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 Mukta J&K.
 - vi. Nasha Mukta, 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

Category	Objectives
Khidmat Centres	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin Aapki Nigrani, Beams, Janbhagidari, Digital J&K
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/pro- jects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff Swachh SBM	Visit, check for water, electricity, sanitation, meet students and staff Evaluate
Panchayat play ground, Sports kits distribution Village games Har Gaon Hariyali, Planta- tion drive	Ensure, verify. Participate in at least one game in the playground 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

The Visiting Officer shall create awareness about the following schemes:-

FOCUS SCHEMES

1. Ayushman Bharat- PMJAY
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission
3. PM Awas Yojana (Rural)
4. PM Ujjawala Yojana
5. PM Vishwakarma
6. PM KisanSamman Nidhi
7. Kisan Credit Card (KCC)
8. PM Poshan Abhiyan
9. Har Ghar Jal- Jal Jeevan Mission
10. Survey of Villages and Mapping with improvised technology in Village areas (SVANMITVA)
11. Jan Dhan Yojana
12. Jeevan Jyoti Bima Yojana
13. PM KUSUM Yojana
14. Suraksha Bima Yojana
15. Atal Pension Yojana

ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS

1. Enrolment in 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 Waste. *c/o SUM & LWM*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. *solar Sanitation*
- iii. Has mapping of land use, water bodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason thereof. ✓
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No ✓
- v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials, and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures, and conservation of wetlands. *(planting of trees)*
- 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/Aanganwadifunctional 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 Halaq 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 VandanaYojana

9. Self-sufficient infrastructure in the village

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

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	<ol 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	<ol 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	<ol 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	<ol 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.
5	Revenue Department	<ol 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)
6	Health & Medical Department	<ol 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).
7	Social Welfare	<ol 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 Betikchari/BetiPadhao 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 Gann 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 KaviSamayian, 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. NO ii. Holding Awareness Camps iii. Registration of new cooperative societies.
21	Science & Technology	i. Public awareness events (JEC) 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 Jalveevan 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 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.



17th 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	Dr. Jafan Khurshed Shah
2	Designation	Assistant Professor
3	Department	Higher Education
4	Place of posting	Govt. Degree College Pampore
5	Mobile No	9419212898
6	Email ID	isfankshah@gmail.com
7	Home District	Srinagar
8	Dates of visit	9/11/2023 & 10/11/2023

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

S.No	Particulars	
1	Name of the Panchayat	LALPORA - A
2	Local Government Directory(LGD) code of the Panchayat	3050
3	Name of CD Block	TRAL
4	Name of Tehsil	TRAL
5	Name of District	PULWAMA

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	04
3	No. of households in the Panchayat	480
4	Population (approx) of the Panchayat	2490

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	GH HASSAN BHAT	HELPER	PRESENT	
2	Education	MASOOD AH BHAT	HEAD MASTER	PRESENT	
3	Food, Civil Supplies and Consumer Affairs	BASHIR AH KHAN		PRESENT	
4	Forest	GH MOHD DAR	FORESTER	PRESENT	
5	Health and Medical Education	DR. SHOUKAT HUSAIN	Z. M. O	PRESENT	
6	ICDS Department	SHUBREENA AKHTAR	Supervisor	PRESENT	
7	Irrigation and Flood Control Department	Mohd Youqf RAIKAR	W/SUP	PRESENT	
8	Jal Shakti Department	NAZIR AH CHAPAN	HELPER	PRESENT	
9	Power Development Department	Gulzar AH KAR	Technician	PRESENT	
10	Public Works Department	ALI MOHD BHAT	Road Sup	PRESENT	
11	Revenue	NISAR AHMAD	PATWARI	PRESENT	
12	Rural Development and Panchayat Raj	SHAHID ABDULLAH	T. Post	PRESENT	
13	Skill Development	ABSEN		ABSENT	
14	Social Welfare Department	SHAHID HUSSAIN	N. Y. C	PRESENT	
15	Youth Services and Sports Department	S. Joga Singh	P. E. M	PRESENT	
16	Others J.K. BANK	GH HASSAN KHAN	MANAGER	PRESENT	
17	ANIMAL HUSBANDRY	DR. TARIQ AH	V. A. S	PRESENT	
18	FISH RIES	MOHD SHAFI	F. S	PRESENT	
19	SHEEP HUSBANDRY	Imtiyaz AH WANI	ASH	PRESENT	
20	HORTICULTURE	MASHOOG AIZED	HQS - II	PRESENT	

QUESTIONNAIRE FOR B2V5

Schedule-II

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

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	PRIVATE			
	b) New/needing repairs	-			
	II. Furniture (Y/N)	Y			
	III. Computer/printer (Y/N)	Y			
	IV. Internet (Y/N)	N			
	V. Telephone (Y/N)	N			
	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	NIL			
	b) Primary	03	106	01	Govt
	c) Middle	01	107	NIL	Govt
	d) High	01	99	NIL	Govt
	e) Higher Secondary	NIL			
	f) College	NIL		✓	
3	Anganwadi Centre	No. of Anganwadi Centres	Total Childrens Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		06	170	03	PRIVATE
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		NIL	01	-	01
5	Bank branch (Y/N)	N			
6	Availability of ATM (Y/N)	N			
7	Khidmat center/ CSC (Y/N)	Y			
8	Patwarkhana (Y/N)	N			
9	Village haat (Y/N)	N			
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	
		03	1954	YES	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		03		03	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		RAZASTAN	RAZASTAN	GOOD	USED FOR DRINKING
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	ECO - TOURISM / VILLAGE TOURISM			
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	Name		Year of construction	
		NIL			
17	List of Underutilized Buildings- names	Name		Year of construction	
		NIL			

QUESTIONNAIRE FOR B2V5

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

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / BUDGET FEASIBLE BENEFICIARIES/ POSITIONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDING
1	Old Age pension	Social Department	181	181	-
2	Widow pension	Social Department	45	45	-
3	Disability pension	Social Department	31	31	-
4	Status under Stunting Mukht	Social Department	-	-	-
5	Status under wasting Mukht	Social Department	-	-	-
6	Equipment's provided to specially abled persons (implants, tricycles etc)	Social Department	20	0	NOT APPLIED
7	Digital Services provided	IT/ BDO/ CSC	1260	1260	
8	Daksh Kisan	Agriculture Department	25	25	
9	Kisan credit card	Agriculture Department	260	260	
10	PM Kisan Samanviti	Agriculture Department	550	347	More than Not Available
11	Employment Saturation (PMEP, Tajsavni, Munkin, Mijala Youth, Himdayal, etc)	Employment Department	No representative present		
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	01	0	Documentation under process
13	JAM Implementation	Jal Shakti Department			
	I. No of Household provided FMIC		480	300	Under process
	II. Har Ghar Jal village(s) certified (No.)		03	02	Work up
14	No of Households electrified	PDD	340	340	
15	PMAY- Gramin	RDD& PR	14	14	
16	SIRDIGANVA- EHL Functional (Household level)	RDD& PR			
17	GDF Plus villages (No)	RDD& PR	01	01	
18	Targeted Sock pit completed	RDD& PR	50	49	
19	JKRHM:	RDD& PR			
	I. Number of Self Help Groups formed		32		
	II. Number of Households involved		320		
20	Jan Panchayat Saturation	Revenue Department	275	200	NOT APPLIED
21	Feeling Mutafous	Revenue Department	100	75	NOT APPLIED
22	Domicile Certificates	Revenue Department	2490	2010	NOT APPLIED
23	Persons abstained drug addicts	BDO/ Sarpanch	0		
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	01	01	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	0		
26	Golden Health Card under Ayushman Bharat	Health Department	1690	1637	NEWLY BORN DELIVERY AT PIT INH.
27	Janad suraksha yojana	Health Department	12	00	
28	Status under Anaemia Mukht	Health Department	N/A		
29	Status under Leprosy Mukht	Health Department	N/A		
30	Number of Ayushman Helpline organized at Health & Wellness Centres /OHCs under Ayushman Bharat	Health Department	04		
31	Number of Ayushman Abha helpline	Health Department	01		
32	Out of School Children brought to Schools	School Education Department	0		
33	Number of students OBE out of Schools	School Education Department	01		
34	Persons educated through bridge courses	School Education Department	0		
35	Household using clean cooking fuel (LPG)	FCS & CA	430	430	Recently identified families

QUESTIONNAIRE FOR B2V5

Schedule IV
(FIELD VISITS IN THE PANCHAYAT)

I.

Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	PHC LALPORA
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff a) Doctor b) Paramedical	02 05
4	No of patients attended during the month	630
5	Status of medicine availability	Sufficient
6	Special medical camp held, if any	01
7	Status of Immunization	Done
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	N.A
10	Non- Institutional deliveries in Panchayat (Current Year)	NIL
11	Other	BOUNDARY WALLING REQUIRED
12	Remarks of the Visiting Officer	Doctors for night duty may be deployed.

II.

Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt High School Lalpara
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff as per sanctioned strength	10/18
4	Enrolment of the School a) Boys b) Girls	48 51
5	Availability of play ground	No
6	Availability of drinking water	NOT Sufficient
7	Availability of electricity	Yes
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Run for Unity
10	Other	
11	Remarks of the Visiting Officer	School lacks drinking water facilities & play-ground

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	ZAJKHOU D
2	Number of children enrolled	
	a) Boys	20
	b) Girls	22
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	0
12	Number of children wasted	0
13	Any Other	Lack of Storage utensils
14	Remarks of the Visiting Officer	Insufficient Making & insufficient utensils were found.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	CHOPAN MOHLA
2	Government / Private	Govt
3	Name of the dealer (in case of Private)	-
4	No of registered beneficiaries	543
5	No of beneficiaries drawing Ration from the store	543
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	The CAPD Store doesn't have digital weighing scale.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	N.A
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	

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	RAZASTAN
2	Condition of Amrit Sarovar	GOOD
3	Details of repair undertaken, if any	Upgraded by way of Govt. Govt. & Kiosk + Expansion
4	Utilization of Amrit Sarovar	used for drinking & cleaning
5	Any Other	
6	Remarks of the Visiting Officer	Must be converted into a WSS & roofing be done

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	TRASNAD
2	Condition of Playground	UNDER - CONSTRUCTION
3	Utilization of Playground	N.A
4	Any Other	
5	Remarks of the Visiting Officer	The playground may be completed at an earliest

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	Near old School
2	Government/ Private building	Private
3	Land passbook saturation	60%
4	Pending mutations	25%
5	Any Other	
6	Remarks of the Visiting Officer	Govt accommodation may be provided for partwarkhana

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	WARD-3 LALPORA
2	Name of the beneficiary	AB GAYOON SHIKH
3	Status of the house (completed/ in-use/ under-construction)	UNDER CONSTRUCTION
4	Any Other	AT SLAB Level
5	Remarks of the Visiting Officer	The beneficiary is satisfied with the good scheme

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	ZAJIKHOUD
2	Name of the beneficiaries	NAZIR AH GOJER
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	In - Use
4	Any Other	
5	Remarks of the Visiting Officer	This has led to cleanliness & grey water is properly disposed off.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Bus STAND LALPORA
2	No of online services provided by the CSC	294
3	No of persons approached for services	1260
4	Any Other	Banking Services
5	Remarks of the Visiting Officer	Need to enhance facilities

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Satisfactory
2	Transport	Bus service to Sgr needed
3	Electricity	Satisfactory
4	Drinking water	In sufficient
5	Cleanliness	Satisfactory
6	Sports facility (Playground)	Under Const.
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	Done
	3. Local Folk programme / Show	Done
	4. Discussions with PRI and Senior citizens	Done
	5. Exhibitions	-
B	Sports Activities	
	1. Sports Event	Tug of war / Jolly Buss
	2. Distribution of sports kit	
C	Inaugurations (If any)	
	PMAY house	Completed
	Segregation Sheds	Completed
	Amrit Sarovar	Developed
	JJM Assets	Under progress
	Compost/ Soak Pits	In - use
	PMGSY / MGNREGA works	Completed
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	None
	Land Pass books	None
	Any other	
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat (Mobile Van) and Flagship Schemes given in the instruction manual	Awareness on Nasha mukt provided

QUESTIONNAIRE FOR B2V5

Schedule VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean & Green Village
2	Activities undertaken under the Theme (as per instruction manual)	C/o S.W.M & L.W.M Units.
3	Status of activities undertaken	Completed
4	Visible impact of the Activities	The Pst Halga has achieved cleanliness
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP	16
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Lack of cooperation by local inhabitants
8	Remarks of the Visiting Officer on the status SDG Theme	Various activities have been undertaken & impacts are visible.

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Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A Demands/ Grievances addressed by the Administration		
1	Shifting of PHC from old to new building	
2	Drainage construction for overground school.	
3	Road from poor mola to phd chak	
4	Installation of Electric transformer.	
5		
B Impact of B2V1 to B2V4		
1	PHC Building shifted to New one.	
2	Drainage works completed.	
3	Electric Infrastructure Improved.	
4	Road connectivity Improved	
5		
C Challenges in the Panchayat		
1	Lack of co-operation for acquiring clearances	
2	Land availability for GGS Lalpore to playfield	
3	poor road connectivity to peripheries of Halga-	
4		
5		
D Suggestions if any		
1	Building/Accommodation for staff/Animal Husbandry	
2	Augmentation of WSS by way of Bore wells	
3	Agriculture dept needs to aware public about schemes	
4	road connectivity to school needs development	
5	Sub centre for overground needs to be sanctioned	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

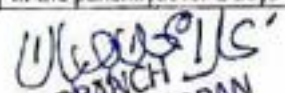
1 BEST PERFORMING DEPARTMENTS	
1	Rural Dev Deptt
2	Education Deptt.
3	
2 LEAST RESPONSIVE DEPARTMENTS	
1	Agriculture
2	Skill development
3	Police

ii. FEEDBACK ON UT INITIATIVES

people are satisfied by the initiatives taken by Govt, all the schemes are beneficial but need proper & speedy implementation. People need to be aware about employed generation schemes.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S.No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Forest rights Act not being implemented
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Sanctioning of 03 No's of ICDS centers at chopan Mohala, Kumar Mohala & pal chak
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)	Annexure Attached
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	This to certify that visiting officer along with hotel officer stayed in the Panchayat for 02 days


 SARPANCH
 GH. HASAN CHOPAN
 Name: Hasan Chopan
 Address: Palwama
 Tal: Palwama


 Signature of the Visiting Officer

Name: Dr. Jyoti K. Shah
 Visiting Officer
 Assistant Professor
 Higher Education

Annexure

overall Assessment of the visit

Many U.T initiatives are being implemented successfully, However poor progress have been made in employment generation as such no handicraft based unit, agriculture floriculture or fisheries unit is present in the Halqa. Considering the environment it is highly recommended that Lavender cultivation / carp-culture / commercial floriculture be promoted in the halqa. More over the floriculture dept can develop a Lavender park on the hill slopes of the halqa, which will further promote tourism in the area. Along with this tourism department must promote home stay schemes in the area.

Some Self Help groups (SHG's) in the Halqa are doing well, however Skill developed dept must promote handicraft based groups to further ensure livelihood for the young generation particularly woman folk.

Water supply in the area is very insufficient & as such supply from Anrit Sarovar must be consolidated with bore well supply to ensure year round water supply to residents.

High School is performing well but lacks importantly playfield, which must be provided.

Skill dept needs to spread awareness among artisans & Skill workers about the important PM-VISHWA KARMA Scheme which has not been implemented in the Pjt halqa so far.

