

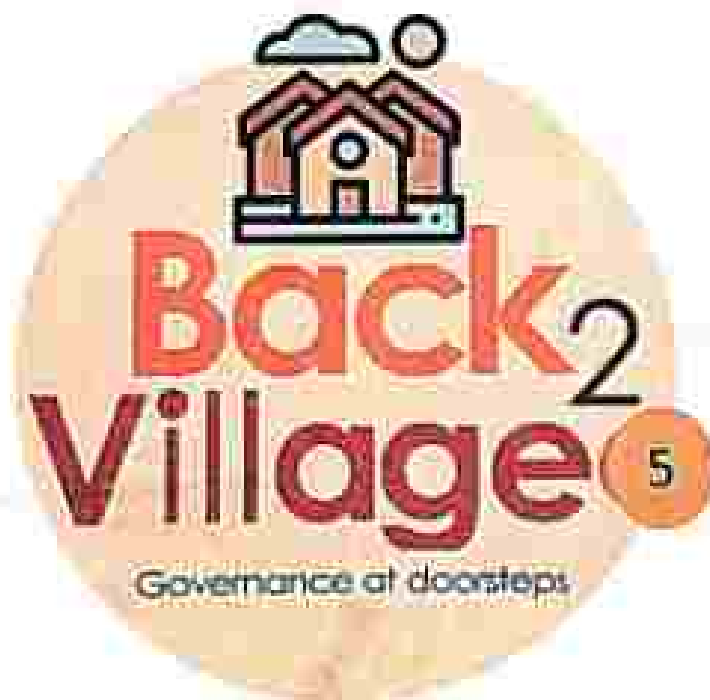
Chadga

Chandgam

B2V5

7th To 16th Nov. 2023.

INSTRUCTION MANUAL FOR B2V5



7th TO 16th NOVEMBER 2023

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	- Take print outs of filed booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in - 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. - Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in / www.jkpanchayat.jk.gov.in - Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads: • PRJ grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work - Plans/ beneficiary lists: • MGNREGA draft plan document for the year 2023-24. • List of Awas+ beneficiaries alongwith HHHL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries - Lists of beneficiaries for: • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

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, Anganwadicenters, 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 Nigrah, 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 Mukht 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 Muk, Bhraashachar Muk, 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. Bhraashachar Muk J&K.
 - vi. Nasha Muk, 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.

0. 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

Field	Purpose
Khidmat Centres	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin Aapki Nigam, Beams, Janbhagidari, Digital J&K <i>No Khidmat centre in Panchayat</i>
JKB/PSB counters/outlets	a) Status of counter b) Number of visities etc <i>No Bank Branch in the Panchayat</i>
Incomplete buildings/projects	Verify whether identification and redistribution done <i>Land for receiving staff has been identified many years back but no work has been started</i>
PDS	Visit, evaluate, online status <i>visit and distribution is going on online mode</i>
PHC	Visit, evaluate, status of staff, equipment and quality <i>visited, no sweeper is there and needs new building.</i>
PMAY	Inspect, Inaugurate <i>inspect and inaugurate as well</i>
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff <i>visited and found all facilities are there.</i>
Swachh SBM	Evaluate <i>improvement seen from last year.</i>
Panchayat play ground, Sports kits distribution Village games	Ensure, verify, Participate in at least one game in the playground <i>Sports kit is distributed and participated v. Bal</i>
Har Gaon Hariyali, Plantation drive	Evaluate status, feedback <i>During the year plantation drive has been taken 2-3 times.</i>
Village cultural event	Participate to ensure that it is held <i>Held</i>
Dangal/ Haat/Mela	<i>Held</i>
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of BIV <i>Action Taken</i>
Jal Jeevan Mission verification- WSS/JSD Electricity supply	Verify <i>Non availability of tap water in Bathnour village of PH Chaudgam.</i>

RENEWAL GENERATION ABOUT FLAG SHIP SCHEMES

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

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

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. Yes
- 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. Yes
- 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. To some extent
- 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 Yes
- 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. 2

- 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 Halqa 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 Panchayat Ghar 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 03
- 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. 21
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana 17 out of 22

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	i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. <i>Held Two Programmes during HADP</i> ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). <i>100 each</i> iii. Awareness about G.I. Tapping of agriculture crops. <i>Action Taken</i> iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. <i>Action Taken</i> v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. <i>Going on</i> vi. Implementation of FasalBeemaYojna (Crop Insurance) <i>Action Taken</i> vii. Issuing sanction letters for insurance of the Cattle <i>In 2022-23 Action Taken</i>
2	Rural Development Department	i. Establishment of AnritSarovar per Panchayat (Target/Achievement) <i>Achieved</i> ii. Saturation of all households in SHGs across all panchayats. <i>26 Groups</i> iii. Number of works verified and completed during 82V-I, II, III & IV. <i>7 Completed</i> iv. Achieving 100% social audit of PMAY. <i>100%</i> v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households. <i>100%</i> vi. Achieving PMAY/THH Saturation. <i>Target Achieved</i> vii. Status of Drug Free/Corruption free Panchayats. <i>Panchayat is free from such act</i> viii. Organizing of various sports events at the Panchayat level. <i>Yes</i>
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, 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	i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMUDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EOI 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. <i>Yes</i> ii. Information campaign for popularization of "AapJameenAap Ki Nigani". <i>Done</i> iii. Achieving saturation of land passbooks. <i>100%</i> iv. Pending Inheritance mutations to be completed. <i>100%</i> v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional). <i>nil</i>
6	Health & Medical Department	i. Saturation of Golden Cards under PMJJY/ SEHAT Scheme. <i>99%</i> ii. Swachh Hospitals- Clean Toilets and Junk free premises. <i>90%</i> iii. Awareness programmes about Anaemia, Mukht, TB Mukht, and Stunting Mukht Panchayats. <i>Awareness is going on monthly basis</i> iv. Screening of School Children. <i>Twice in a year</i> v. Awareness about screening of NCD (Non communicable disease). <i>on weekly basis</i>
7	Social Welfare	i. Geo-tagging of established Child Care Institutions. <i>2</i> ii. Saturation of Old Age Pension ISS/NSAP. <i>223, 59,</i> iii. Number of Disability Cards (UDID) digitized. <i>82</i> iv. 500 Anaemia check-up camps to be conducted. <i>Action Taken</i> v. Number of Aanganwari Beneficiaries Aadhar Seeded. <i>100%</i>

		vi. Number of Beti Bachao Beti Padhao events held. 4 events vii. Saturation of left out cases under disability pension, implants and tricycles etc. 2 disbursed Pending 1 viii. Awareness about Drug Mukht Panchayat. Action Taken
8	Forest, Ecology & Environment	i. Plantation drives under "Har Gaon Haryali" program. 3 times during the year ii. Conservation of water bodies. Not applicable iii. Forest for Fodder. (id) iv. "Green J&K drive" campaign. Started from March
9	Tourism	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	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 Kavi Samayan, Painting competitions etc.
11	Labour & Employment	i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fairs per District. 3 iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme. 20
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat Tabhi Padega Bharat Ail ii. Identification of out of school Children and their enrolment. Ail iii. My School My Pride-Cleanliness and Maintenance drives to be organized. Yes iv. Holding of at least 200 Parent Teacher meetings per district. 3 in the said panchayat v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility. All (S)
13	Higher Education	i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (Nasha Mukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements.
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. Yes ii. Distribution of sports kits. Yes iii. Stadium / Flood Lights No
15	Transport	i. Steps taken to reduce the occurrence of road accidents. At District level ii. Cases under MUMKON scheme to be finalized. 2
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 Yes b) Identify DTS with low oil and top oil oil level almost coming at normal level. c) Identify DTS with load imbalance Almost equally distributed. d) Replace Non Standard fuses standard fuses. 6% e) All pending electrical accidental claim cases to be resolved and disbursed. Yes f) Removal of damaged transformers. All Transformers are in good condition.
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fare price shops. 100% At Pcs So 41 ii. Saturation of Aadhaar Seeded Ration Cards. 100% iii. 100% grievance redressal to be ensured. 100% iv. Awareness about the schemes of the Department Two awareness camps held.
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.

		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. 12 ii. Holding Awareness Camps 15 iii. Registration of new cooperative societies. 02
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. NIL ii. Safe audit and inspection of all roads. 100% iii. All major roads pothole free in the district. 90%
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. PIPES is going on ii. Smart Billing- Online collection of water charges. 65% covered iii. Ease of water connection amendment in legal provisions. N/A iv. Implementation of Jaljeewan Mission & Regular testing of all Schools & Anganwaris for potable water. Testing held every after 2 months
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. ii. Mechanism for monitoring of cases at district level. Coming on routine basis iii. Steps for decriminalization of laws. Coming on routine basis
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. 3 groups comprising 30 registered in Chandgam iv. Training of youth in handicrafts and Handloom cooperatives yearly 25 persons. v. Achievements made under Vishwakarma Scheme. N/A
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.



16-17 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	Sajad Yaseen
2	Designation	Senior Lecturer
3	Department	N&E EDUCATION
4	Place of posting	HSS RAHMAO
5	Mobile No	9906089683
6	Email ID	SaaliK Saali7114@gmail.com
7	Home District	Pulwama
8	Dates of visit	9th and 10th Nov. 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	Chandgam
2	Local Government Directory(LGD) code of the Panchayat	242847
3	Name of CD Block	Pulwama
4	Name of Tehsil	Pulwama
5	Name of District	Pulwama

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	02
2	No. of hamlets in the Panchayat	12
3	No. of households in the Panchayat	670
4	Population (approx) of the Panchayat	4565

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	Shahbaz Ramzan	J A E O	Present	
2	Education	Ab. Rashid.	Teacher	Absent	
3	Food, Civil Supplies and Consumer Affairs	Muzaaffar Ahmad	Store keeper	Absent	
4	Forest	Hushtey Anwar	M.T.S	Present	
5	Health and Medical Education	Qayna Jan	Doctor.	Absent	
6	ICDS Department	Rahila Jan	A.W.W	Present	
7	Irrigation and Flood Control Department	Ch. Mahiudin	Works Sup.	Present	
8	Jai Shakti Department	Mand. Yousof.	W. Supervisor	Present	
9	Power Development Department	Kurshheed Ali	Line man	Present	
10	Public Works Department	Ajaz Olanooob Khan	Works Sup.	Present	
11	Revenue	Masroor Ah	Patwaria	Present	
12	Rural Development and Panchayat Raj	Mand. Asrar.	Sec. R.T.	Present	
13	Skill Development				
14	Social Welfare Department	NUZHAT.	Paramedical.	Present	
15	Youth Services and Sports Department	Kurshheed Ah.	R.E.K.	Present	
16	Others P.M.S.Y.	Saghis Rashid.	A.E.E	Absent	
17	Animal Husbandry	Mand. Asrar.	S.U.D.	Present	
18	Horticulture	Shahin Ah. Malik	Helper.	Present	
19	Sericulture	Ab. Rashid Yalla	Sanitary.	Present	
20	J.A.K. B.	Kurshheed Ah.	B.A.	Present	
21	Law Deptt.	Talibay, Nazir.	J.A.	Present	
22	R.T.O	Kurshheed Ah.	S.A	Present	
23	Cooperative	Zakir Hussain	Auditor	Absent	

QUESTIONNAIRE FOR B2V5

Schedule-II

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

1	Infrastructure of Panchayat Ghar	Govt. Needing repairs			
	a) Govt building/ private	No			
	b) New/ needing repairs	Yes			
	II. Furniture (Y/N) ✓	No			
	III. Computer / printer (Y/N)	No			
	IV. Internet (Y/N) ✓	No			
	V. Telephone (Y/N)	No			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Yes			
	VII. Water (Y/N)	Yes			
	VIII. Electricity (Y/N) ✓	No			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	1	75	Nil	Govt.
	b) Primary	3	89	Nil	Govt.
	c) Middle	1	95	Nil	Govt.
	d) High	1	83	3	Govt.
	e) Higher Secondary	—	—	—	—
	f) College	—	—	—	—
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		07	317	Nil	Private all
4	Healthcare facility	No. of sub-centres	No. of PHCs	No. of health & wellness centres	No. of Institute having Govt. building
		Nil	—	—	—
		Nil	Nil	1	Govt.
5	Bank branch (Y/N) ✓	No	—	—	—
6	Availability of ATM (Y/N) ✓	No	—	—	—
7	Khidmat center / (Y/N) ✓	Yes	—	—	Private
8	Patwar khana (Y/N) ✓	No	—	—	—
9	Village host (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	
		3	3010	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		School, Health center	Yes		
13	Amrit Sarovars — details, location, condition	Details	Location	Condition	Utilization
		3	Chundam/Chundam	Good	For Drinking, irrigation
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc.	Nil			
15	I. Whether Panchayat assets captured on e-Gram Sampada App (Y/N)	Yes			
	II. Number of Asset captured	6			
	III. Please mention assets	PRI Work, MGNREGS, SAM, PMAY, Sanitation shed			
	1.	PRI Work			
	2.	MGNREGS			
	3.	SAM			
	4.	PMAY			
	5.	Sanitation shed			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Nil	Nil		
17	List of Underutilized Buildings- names	Name	Year of construction		
		Nil	Nil		

QUESTIONNAIRE FOR B2V5

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

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET ELIGIBLE BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASON FOR PENDING
1	Old Age pension	Social Department Welfare	223	223	-
2	Widow pension	Social Department Welfare	59	59	-
3	Disability pension	Social Department Welfare	82	82	-
4	Status under Stunting Mukti	Social Department Welfare	Nil	Nil	-
5	Status under wasting Mukti	Social Department Welfare	Nil	Nil	-
6	Companions provided to specially abled persons/ infants, tricycles etc)	Social Department Welfare	03	02	under process
7	Digital Services provided	IT/ BDO/ CSC	-	05	-
8	Dakh Kisan	Agriculture Department	No Target	55	-
9	Kisan credit card	Agriculture Department	465	465	-
10	VH Shiksha Samiti	Agriculture Department	374	374	-
11	Employment Saturation (MHP, Tapani, Munka, Manki, Manki, Manki, etc)	Employment Department	-	Tapani of Munka 02	-
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	02 Proposals	in the Block	-
13	SDM Implementation	Jal Shakti Department			
	I. No of Households provided TDC		500	450	Shifting of pipes
	II. No of Jai village(s) certified (No.)		500	450	-
14	No of Households electrified	PD	670	670	-
15	RMAY- Gramin	RDS PE	14	14	-
16	Self-Help Group functional (Household level)	RDS PE	02	02	-
17	100% PDS villages (No)	RDS PE	100%	100%	-
18	Targeted BPL pt completed	RDS PE	30	30	Payment pending
19	SDG	RDS PE			
	I. Number of Self Help Groups formed		26	26	-
	II. Number of Households involved		200	200	-
20	Land Possession Satisfaction	Revenue Department	100%	100%	-
21	Pending Mutations	Revenue Department	Nil	Nil	-
22	Domestic Certificates	Revenue Department	4560	2130	Process in progress
23	Persons identified drug addicts	BDO/ Sarpanch	Nil	Nil	-
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	10	10	-
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	-	-	-
26	Golden Health Card under Ayushman Bharat	Health Department	3922	3800	Waiting for collection
27	Janani suraksha yojna	Health Department	45	45	-
28	Status under Anaemia Mukti	Health Department	102	97	waiting to take iron
29	Status under Leprosy Mukti	Health Department	-	-	-
30	Number of Ayushman Mats organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	10	10	-
31	Number of AyushmanSaksh held	Health Department	12	12	-
32	Out of School Children brought to Schools	School Department Education	Nil	Nil	-
33	Number of students still out of Schools	School Department Education	Nil	Nil	-
34	Persons educated through bridge courses	School Department Education	Nil	Nil	-
35	Household using clean cooking fuel (LPG)	FCI & CA	650	650	-

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health and Wellness Centre Chandgam
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff a) Doctor b) Paramedical	a. NIL b. 2 (MLHP, FMPHN)
4	No of patients attended during the month	Around 300
5	Status of medicine availability	Antibiotics, Deworming drugs, NCD medicine etc
6	Special medical camp held, if any	Anemia camp, Niksha Devis
7	Status of Immunization	on weekly basis
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	Not applicable
10	Non- Institutional deliveries in Panchayat (Current Year)	NIL
11	Other	Health centre needs a sweeper
12	Remarks of the Visiting Officer	Health centre is not patient friendly because the way to move from ground floor to upper floor is too narrow and steep steps

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	High School, G.P.S., P.S., P.S., P.S.
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	24
4	Enrolment of the School a) Boys b) Girls	a. 151 b. 188
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'	Rallies, Displaying posters, Printing Competition, Face lifting of School
10	Other	—
11	Remarks of the Visiting Officer	Need to develop Playground at High School Chandgam and Projects for model Kindergarten classes at G.P.S. Chandgam.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Chandgam, S., Balmoor (2)
2	Number of children enrolled a) Boys b) Girls	a: 160 b: 157
3	Status of Building (Private/ Govt.)	Private all
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	People demand 2 more centres at Chandgam
14	Remarks of the Visiting Officer	Satisfactory work are doing by the workers.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Mir Mohalla I, Kamin Mohalla I, Bhamulla I,
2	Government / Private ✓	Private
3	Name of the dealer (in case of Private)	Naseer Ah. Mir, Feroze Ah. Khan, Sajad Ah. Ghanai
4	No of registered beneficiaries	3010
5	No of beneficiaries drawing Ration from the store	3010
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	No, because due to online system
8	Availability of ration	Rice, Flour, Sugar
9	Any Other	—
10	Remarks of the Visiting Officer	People are satisfied with the services provided by the center.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Tahab village (no Branch at Panchayat)
2	No of Accounts in the branch	1200
3	No of persons applied under various self-employment schemes	250
4	No of cases sanctioned under various self-employment schemes	150
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	104
6	Availability of ATM	No
7	Any Other	Availability of CSC
8	Remarks of the Visiting Officer	Need to provide Bank Branch and ATM in the Panchayat.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	2 Chaudgam, 1 Pathraol
2	Condition of Amrit Sarovar	Proper
3	Details of repair undertaken, if any	Nil
4	Utilization of Amrit Sarovar	For irrigation and drinking purposes
5	Any Other	Need to cover them with net.
6	Remarks of the Visiting Officer	Last year all the three Amrit Sarovars had been maintained properly.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	At H.S. Chaudgam
2	Condition of Playground	Needs maintenance
3	Utilization of Playground	used for school children
4	Any Other	Youth club.
5	Remarks of the Visiting Officer	People demanding separate playground for common masses.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	At Tumlahal village (not in the Panchayat)
2	Government/ Private building	Govt.
3	Land passbook saturation	100%
4	Pending mutations	nil
5	Any Other	Need of Govt. Partwarkhana in the Panchayat.
6	Remarks of the Visiting Officer	People are satisfied with the services provided by Revenue Deptt. in the Ph.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Chandgam Kinnas Mohalla (12 more completed)
2	Name of the beneficiary	Muhamd Abdullah Kinnas and others
3	Status of the house (completed/ in-use/ under-construction)	Completed
4	Any Other	3 under construction
5	Remarks of the Visiting Officer	Seeks +ve feedback from beneficiaries.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	18 Chandgam, 6 Pathar
2	Name of the beneficiaries	Ch. Rasool Mir, Ab. Hamed Wani, Mushtaq Ah etc.
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	-
5	Remarks of the Visiting Officer	Payment of some Soak pits is pending still.

XI. Khidmatcenter / CSC: ✓

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Main Road Chandgam 2
2	No of online services provided by the CSC	14
3	No of persons approached for services	1990
4	Any Other	-
5	Remarks of the Visiting Officer	online services should be provided on fast track basis.

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 Shortage of tap water in Pathar village
5	Cleanliness	Improvement from previous year.
6	Sports facility (Playground)	At HS Chandgam
7	Any Other	Need separate playground for general people

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	Yes
	2. Skits, Songs, Dramas	Yes
	3. Local Folk programme / Show	Yes
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	Nil
B	Sports Activities	
	1. Sports Event	Volley Ball
	2. Distribution of sports kit	Yes, among students
C	Inaugurations (If any)	
	PMAY house	Yes
	Segregation Sheds	Yes
	Amrit Sarovar	previous year
	IIM Assets	
	Compost/ Soak Pits	Yes
	PMGSY / MGNREGA works	Yes
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	
	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 Programme done in the Panchayat

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No.	Particulars	Status
1	SDG Theme adopted by the Panchayat	Green village
2	Activities undertaken under the Theme (as per instruction manual)	Cleanliness drives in the village, Plantation drives, Maintenance of Amrit sarovars, Green village - Management of solid and liquid waste etc.
3	Status of activities undertaken	Yes
4	Visible Impact of the Activities	Cleanliness due to Door to Door Collection of waste materials.
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP	All
7	Bottlenecks, if any, faced in the achievement of SDG Theme	No
8	Remarks of the Visiting Officer on the status SDG Theme	Green village theme will be fulfilled only if all these activities undertaken under it should be performed properly.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A		
	Demands/ Grievances addressed by the Administration	
1	1	Persevering of Govt. High School Choudganj
2	2	Improvement of Road from main road to H.S. Choudganj
3	3	Improvement of water supply
4	4	Desilting of irrigation canal/Khal at Choudganj
5	5	Improvement in daily power supply of Transformers.
B		
	Impact of B2V1 to B2V4	
1	1	With these programmes awareness among the people is increasing day by day
2	2	People are now taking advantages of centrally sponsored schemes
3	3	Development of roads and cleanliness is visible in the Panchayat
4	4	Basic amenities are now reaching to door steps of people
5	5	People are now participating in the developmental programmes of Govt.
C		
	Challenges in the Panchayat	
1	1	Lack of irrigation facility for agriculture and agrib. land in the Panchayat
2	2	Lack of tap water facility in the Brahman village
3	3	Development of road from Choudganj to Kail and Choudganj to Pagar
4	4	Need of Bank Branch + ATM, Patwarikhana, New building for He
5	5	Need of children park in PH Choudganj.
D		
	Suggestions if any	
1	1	Need to organise more awareness camps regarding schemes of Govt.
2	2	During P.M. village programmes, the administration
3	3	should ensure the participation of Dist. officers of the
4	4	depts. instead of subordinate staff so that the
5	5	programme may prove more fruitful.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	R.D.D
2	Education
3	I.C.D.S
2	LEAST RESPONSIVE DEPARTMENTS
1	P.H.E
2	Skill Development
3	Agriculture

II. FEEDBACK ON UT INITIATIVES

UT initiatives are people friendly. Now people are well aware about the Policies and Programmes of Govt. People are now getting advantages of centrally sponsored schemes at grass root level. Initiatives had been taken for overall development of Panchayats like roads, cleanliness, infrastructure, water, employment schemes and poverty alleviation programmes as well.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Boose facility for Kharwa of chandgan, irrigation facility for Agriculture land, new Building for H.C., Building for veterinary unit, Patwarchana
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Tap water facility for Balthmor village, Demand for Bank Branch + ATM, Patwarchana New Building for Health centre, veterinary Building.
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)	Due to the Developmental works, improvements are visible from each and every sector of the Panchayat. Suggestion is to make each and every person accountable in the Panchayat then the benefits of programmes and policies of govt. will help the people especially poor.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	07
5	Certificate from Sarpanch that the visiting officer has stayed in the Panchayat for 2 days	Cert is attached overleaf.

Signature of Sarpanch

Name Gh. Hassan Thoker

Signature of the Visiting Officer

Name Sajad Taseem