

INSTRUCTION MANUAL FOR B2V5



7th Edition 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	Seeking details from the District team	- Take print outs of filled 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: • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work - Planis/ beneficiary Lists: • MGNREGA draft plan document for the year 2013-24. • List of Awaaz+ beneficiaries alongwith HHSL Convergence • List of panchayat beneficiaries • List of SHGs • List of agriculture scheme beneficiaries - List 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 Gen Public to have firsthand information about the Infrastructure & implemental of Schemes as per Schedule I-A, II & 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 Nigani, 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 Naaha Mukti 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.

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 Vibraal 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 Mukt, Bhramhachar Mukt, Roogar 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. Bhramhachar Mukt J&K.
 - vi. Nasha Mukt, J&K.
9. The PRI members (Sarpanch, Panchs, HDC 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 HDC 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 (RDO/Panchayat Secretary) for further uploading of the report on the www.jkpanchayat.in / www.jkpanchayat.jk.gov.in portal within a week's time, positively.

Instruction for Field Visit

FIELD VISIT

Facility	Purpose
Khidmat Centres	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin Aapki Nigam, Haras, Jachhugadari, Digital J&K
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, update 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	Inspect, 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 R2V
Jal Jeevan Mission verification- WSS/JSD Electricity supply	Verify

WARENESS GENERATION ABOUT FLAG SHIP SCHEMES

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

FLAG SHIP SCHEMES		
1.	Ayushman Bharat- PMJAY	
2.	Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission	
3.	PM Awas Yojana (Rural)	
4.	PM Ujjawala Yojana	
5.	PM Vishwakarma	
6.	PM 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.	Jai 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 Vilas Kendras: 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. ✓
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. ✓
- 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.
- vi. Whether schools have started segregating waste. Yes/No. ✓
- vii. Whether schools have their own compost/sewage 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 HHs 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. No info available. ✓
- iii. Do all the HHs in the Gram Panchayat have toilets? Yes/No. ✓
- iv. Are all the HHs 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 Blawan 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. 03 Bal sabhas. ✓

- iii. Whether the issues raised by Hal Sabha 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 Source of Income, land owned, BPL status
- 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 Mahila Sabha's were organized in the Gram Panchayat. 10
- ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/ No) ~~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. No data
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana. No data available

9. Self-sufficient infrastructure in the village

- Att...*
- 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	- Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. - Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). - Awareness about G.I. Tagging of agriculture crops. - Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. - Distribution of seedling and seeds including Rabi seeds, lavender seeds. - Implementation of Fasal Bima Yojna (Crop Insurance) - Issuing sanction letters for insurance of the Cattle.
2	Rural Development Department	- Establishment of Amrit Sarovar per Panchayat (Target/Achievement) - Saturation of all households in SHGs across all panchayats. - Number of works verified and completed during B2V-I, II, III & IV. - Achieving 100% social audit of PMAY. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWML, soakage/compost pits for all households - Achieving PMAY/SHH Saturation. - Status of Drug Free/Corruption free Panchayats - Organizing of various sports events at the Panchayat level.
3	Information Technology	- All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. - Awareness about BEAMS, Janbhagidari & E-Urmit Portal etc. - Hoardings/Wall paintings in all panchayats about Digital J&K & Services. - Organizing of one CSC Camps per panchayat. - Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.
4	Finance Department	- Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMJDY. - Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EOI and Labour. - 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. - Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	- Awareness programme about Management legacy data of registration & Delivery of registration documents online to the citizens by the Tehsildar concerned. - Information campaign for popularization of "AapZameenAap Ki Higrani". - Achieving saturation of land passbooks. - Pending inheritance mutations to be completed. - Functionality of the Patwarkhanas, (No of Patwarkhanas made functional)
6	Health & Medical Department	- Saturation of Golden Cards under PMJAY/ SEHAT Scheme. - Swachh Hospitals- Clean Toilets and Junk free premises. - Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. - Screening of School Children. - Awareness about screening of NCD (Non communicable disease).
7	Social Welfare	- Geo-tagging of established Child Care Institutions. - Saturation of Old Age Pension JSSS/MSAP. - Number of Disability Cards (UDID) digitized. 500 Anaemia check-up camps to be conducted. - Number of Aanganwari Beneficiaries Aadhar Seeded.

		vi. Training of teacher functionaries as well as staff vii. Satisfaction of both old & new under training persons, regularity etc. viii. Awareness about local NGOs working in the area.
8	Civil, Ecology & Environment	i. Distribution of leaflets under "Go Green" campaign. ii. Conservation of water bodies. iii. Forest fire drills. iv. "Green for all" campaign. v. Involvement & participation of youth groups. vi. Encouraging support for bio-diversity under group discussions. vii. Distribution for disseminating the message about. viii. Identification, documentation and conservation of old trees & wild life distributional records through the staff. x. Monitor tree mortality rate.
9	Tribes	i. Organizing school level food competitions. ii. Cultural events at school level under the banner. iii. Introduction of local artists by way of song/dance, folk art, pottery, handicrafts etc. x. Organization of job fairs for tribal people.
10	Culture Department	i. Cultural events at school level under the banner. ii. Introduction of local artists by way of song/dance, folk art, pottery, handicrafts etc. x. Organization of job fairs for tribal people.
11	Labour & Employment	i. Organizing school level food competitions. ii. Cultural events at school level under the banner. iii. Introduction of local artists by way of song/dance, folk art, pottery, handicrafts etc. x. Organization of job fairs for tribal people.
12	School Education Department	i. Organizing school level food competitions. ii. Cultural events at school level under the banner. iii. Introduction of local artists by way of song/dance, folk art, pottery, handicrafts etc. x. Organization of job fairs for tribal people.
13	Higher Education	i. Organizing school level food competitions. ii. Cultural events at school level under the banner. iii. Introduction of local artists by way of song/dance, folk art, pottery, handicrafts etc. x. Organization of job fairs for tribal people.
14	Youth Services & Sports	i. Organizing school level food competitions. ii. Cultural events at school level under the banner. iii. Introduction of local artists by way of song/dance, folk art, pottery, handicrafts etc. x. Organization of job fairs for tribal people.
15	Transport	i. Organizing school level food competitions. ii. Cultural events at school level under the banner. iii. Introduction of local artists by way of song/dance, folk art, pottery, handicrafts etc. x. Organization of job fairs for tribal people.
16	Tribal Affairs	i. Organizing school level food competitions. ii. Cultural events at school level under the banner. iii. Introduction of local artists by way of song/dance, folk art, pottery, handicrafts etc. x. Organization of job fairs for tribal people.
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 dam cases to be resolved and disbursed. f) Removal of damaged transformers.
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fair price shops. ii. Saturation of Aardhar-Seedee 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 BZYU/MTHP3 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. iv. 100% admission Polytechnic/ITI.

		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme.
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. ii. Holding Awareness Camps iii. Registration of new cooperative societies.
21	Science & Technology	i. Public awareness events (IEC) under Rooftop Solar Residential Sector. ii. Outreach and training of farmers for PM-KUSUM Scheme. iii. Installation of Stall for solar gadgets for mass awareness.
22	Public Works Department(R&B)	i. Connectivity of left out habitations under PMGSY. ii. Safe audit and inspection of all roads. iii. All major roads putho'e 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 3&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 Jaljevan Mission & Regular testing of all Schools & Anganwadis 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 BadaltaJ&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 hand-crafts and Handloom cooperatives. v. Achievements made under VasthwaKarma 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

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	ADIL RETHMAN
2	Designation	B.L.P. / District Litigation Officer
3	Department	Dept. of Law, Judicial P.S.
4	Place of posting	D.D. Pulwama
5	Mobile No	970505050
6	Email ID	Law and Litigation Officer @ gmail.com
7	Home District	Pulwama
8	Dates of visit	9-10/11/2023

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	KOIL
2	Local Government Directory(LGD) code of the Panchayat	243025
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	1
2	No. of hamlets in the Panchayat	4
3	No. of households in the Panchayat	1020
4	Population (approx) of the Panchayat	5135

QUESTIONNAIRE FOR B2V5

Schedule-1 (B)

(Details of Officers/ Officials present in the Panchayat)
(To be filled by the Sarpanch/ Head of the Panchayat/ Gram Pradhan/ Head of the Panchayat)
(To be filled by the Officer in Charge/ Head of the Panchayat/ Head of the Panchayat)

S. No.	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Mr. J. K. Singh	GM	Present	
2	Education	Mr. J. K. Singh	GM	Present	
3	Food, Civil Supplies and Consumer Affairs	Mr. J. K. Singh	GM	Present	
4	Forest	Mr. J. K. Singh	GM	Present	
5	Health and Medical Education	Mr. J. K. Singh	GM	Present	
6	ICDS Department	Mr. J. K. Singh	GM	Present	
7	Irrigation and Flood Control Department	Mr. J. K. Singh	GM	Present	
8	Jal Shakti Department	Mr. J. K. Singh	GM	Present	
9	Power Development Department	Mr. J. K. Singh	GM	Present	
10	Public Works Department	Mr. J. K. Singh	GM	Present	
11	Revenue	Mr. J. K. Singh	GM	Present	
12	Rural Development and Panchayati Raj	Mr. J. K. Singh	GM	Present	
13	Skill Development	Mr. J. K. Singh	GM	Present	
14	Social Welfare Department	Mr. J. K. Singh	GM	Present	
15	Teach Services and Sports Department	Mr. J. K. Singh	GM	Present	
16	Others	Mr. J. K. Singh	GM	Present	
17	Information	Mr. J. K. Singh	GM	Present	
18	Public	Mr. J. K. Singh	GM	Present	
19	Public	Mr. J. K. Singh	GM	Present	
20	Public	Mr. J. K. Singh	GM	Present	
	Total	Mr. J. K. Singh	GM	Present	

QUESTIONNAIRE FOR B2V5

Schedule-II

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

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	Govt. Building			
	b) Now/needing repairs	Needing Repairs.			
	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)	No			
	VII. Water (Y/N)	No			
	VIII. Electricity (Y/N)	No			
2	Educational Institutes	No. of Schools	Enrollment	Teacher sanctioned	Govt building/Private building
	a) Kindergarten	0	0	0	NA
	b) Primary	1	17	2	Govt. Building
	c) Middle	2	26	19	Govt. Building
	d) High	0	0	0	NA
	e) Higher Secondary	1	345	30	Govt. Building
	f) College	0	0	0	NA
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Water / Kitchen separate	Govt Building/ Private Building
		10	570	10/0	Private
4	Healthcare facility	No. of sub-centres	No. of PHCs	No. of health & wellness centres	No. of private health building
		01	01	0	01
5	Bank branch (Y/N)	Yes			
6	Availability of ATM (Y/N)	No			
7	khin/warehouse/ CSC (Y/N)	Yes			
8	Post office (Y/N)	No			
9	Village host (Y/N)	No			
10	Post office (Y/N)	01			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered Beneficiaries	Connected with water supply system or not	
	Yes	09	475	Yes	Functional
12	Government officer details, whether functional or not	No. of Govt Officers	Private		
13	Alert Sarpas - details, location, condition	Number	Location	Condition	Utilization
		09	12.11	Good	Used for domestic purposes.
14	Importance of Panchayat in terms of tourism, culture, heritage, potential, etc.	NA			
15	a. Whether Panchayat Assets captured in e-Gram Sampada (Y/N)	NA			
	b. Number of Asset captured	-			
	c. Please mention Assets	-			
	1.	-			
	2.	-			
	3.	-			
	4.	-			
	5.	-			
16	List of Incomplete Buildings- Name, year of construction	Name	Year of construction		
		Govt. High School	2017		
17	List of Underutilized Buildings- Name	Name	Year of construction		
		Govt. High School	2016		

Govt. High School at MNS

Govt. H.S. School Bhl

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QUESTIONNAIRE FOR B2VS

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

S. No.	NAME OF THE SCHEME	DEPARTMENT	STATUS	TOTAL / TARGET BUDGET BENEFICIARIES / PERSONS IN THE VILLAGE	PERCENT BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASON FOR NON-AVAIL
1	Oil Sprinkler	Social Department	Active	162	162	NONE
2	Water Sprinkler	Social Department	Active	40	40	NONE
3	Drainage Sprinkler	Social Department	Active	60	60	NONE
4	Water under Running Pump	Social Department	Active	N/A	N/A	N/A
5	Water under Running Pump	Social Department	Active	N/A	N/A	N/A
6	Equipment provided to farmers (oil sprayer, sprayer, sprayer etc.)	Social Department	Active	02	02	NONE
7	Digital Service provided	IT & IT DC		-	120	-
8	Water Kiosk	Agriculture Department		65	65	NONE
9	Water Kiosk	Agriculture Department		65	65	NONE
10	Water Kiosk	Agriculture Department		65	65	NONE
11	Water Kiosk	Agriculture Department		65	65	NONE
12	Water Kiosk	Agriculture Department		65	65	NONE
13	Water Kiosk	Agriculture Department		65	65	NONE
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96	Water Kiosk	Agriculture Department		65	65	NONE
97	Water Kiosk	Agriculture Department		65	65	NONE
98	Water Kiosk	Agriculture Department		65	65	NONE
99	Water Kiosk	Agriculture Department		65	65	NONE
100	Water Kiosk	Agriculture Department		65	65	NONE

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Primary Health Centre (Govt)
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff a) Doctor b) Paramedical	No Doct. Available, only OU Paramedics.
4	No of patients attended during the month	30
5	Status of medicine availability	Basic Limited supply available
6	Special medical camp held, if any	NO
7	Status of Immunization	Immunization Done.
8	Participation of health worker in Village Health and Nutrition Day	No.
9	Institutional deliveries in Panchayat (Current Year)	NONE
10	Non- Institutional deliveries in Panchayat (Current Year)	NONE
11	Other	NONE
12	Remarks of the Visiting Officer	Hospital is without doctor, no testing equipments or machinery available.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt. Hr. Secondary Sch.
2	Type of building (Govt./ Private)	Govt. Building.
3	Availability of Staff as per sanctioned strength	29 available, 10 vacancies
4	Enrolment of the School a) Boys b) Girls	15160 15160
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'	NONE.
10	Other	
11	Remarks of the Visiting Officer	Hr Secondary lacks staff due to which students are facing problem.

9

S.No	Particulars	Status
1	Location of Angerwadi center	
2	Number of children enrolled a) Boys b) Girls	45 19/30 26
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	Not available regularly
7	Availability of timely ration	Depends upon allocation
8	Availability of Functional toilet	Yes
9	Availability of tap connection	Yes
10	Availability of electricity connection	Yes
11	Number of children started	0
12	Number of children wasted	0
13	Any Other	
14	Remarks of the Visiting Officer	Location was not a suitable spot and no fixed rules working.

IV. CDD Scheme

S.No	Particulars	Case [Ct]
1	Location of SAPO Store	01/Nov / Private DB
2	Government / Private	
3	Name of the dealer (Nature of Private)	Shri. K. K. Arvind Kumar Regd. Natural Stone Merchant, Jaipur, Jaipur
4	No. of registered beneficiaries	975
5	No. of beneficiaries showing Aadhar from the store	975
6	Whether store is functioning through Aadhar Biometric option	Yes 65% done
7	Whether record register maintained in the store	Yes
8	Availability of ration	Yes
9	Any other	
10	Remarks of the Visiting Officer	Both Private & Govt. store HEB receiving grain of from dealer. All in

Both Private & Simul. address
HES receiving rest of help
from dept, also private
demonstrating an associate
or helper with making the
job cumbersome for them.

Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Koft (Wan/2024)
2	No of Accounts in the branch	500+
3	No of persons applied under various self-employment schemes	100
4	No of cases sanctioned under various self-employment schemes	85
5	No of cases in which favour loan has been disbursed under various self-employment schemes	85
6	Availability of ATM	Not available
7	Any Other	
8	Remarks of the Visiting Officer	NO ATM AVAILABLE, NEAREST ATM 4 KMS AWAY.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Koft, Baba Preeti
2	Condition of Amrit Sarovar	Good
3	Details of repair/undertaking, if any	Completed recently.
4	Utilization of Amrit Sarovar	used for drinking water
5	Any Other	NA
6	Remarks of the Visiting Officer	Amrit Sarovar functioning excellently, used for domestic purposes.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Talwandi Koft
2	Condition of Playground	Good
3	Utilization of Playground	Playing cricket and other games.
4	Any Other	NA
5	Remarks of the Visiting Officer	Essentially, as per instructions it has been allotted to Koft for that case the playground available now.

VIII. Postwork/Khana:

S. No	Particulars	Status
1	Location of Postwork/Khana	Post Office
2	Government/ Private building	Govt
3	Land possession situation	100%
4	Feeding situation	100%
5	Any Other	
6	Remarks of the Visiting Officer	Settlement of village not done as per Pannu Settlement done during Sir Lawrence time. 1980/81

PMAY House

S. No.	Particulars	Value
1	Location of PMAY house constructed	Varil, Pathiyam
2	Name of the beneficiary	Kannan, K. K. K. K.
3	Status of the house (completed/ in use/ under construction)	Under construction
4	Any other	/
5	Remarks of the Visiting Officer	/

IX. Soak pits/Compost pits

S. No.	Particulars	Value
1	Location of Soakpit/ compost pit	Compost pit near the house, Varil.
2	Name of the beneficiary	Varil, K. K. K. K.
3	Status of the soakpit/ compost pit (completed/ in use/ under construction)	In use.
4	Any other	-
5	Remarks of the Visiting Officer	Soak pit & compost pit constructed & in use.

X. Panchayat / CSC

S. No.	Particulars	Value
1	Location of Panchayat / CSC	Varil, K. K. K. K.
2	No. of welfare services provided by the CSC	100
3	No. of persons approached for services	200 persons
4	Any other	-
5	Remarks of the Visiting Officer	/

XII. Observation of field office on basic amenities

S. No.	Particulars	Observation
1	Connectivity road	Good
2	Drinking water	Good & water facilities available
3	Electricity	Good & water supply available
4	Drinking water	Good & water supply available
5	Sanitation	Not satisfactory
6	Sanitation (Toilet)	Not
7	Any other	-

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

AWARENESS /INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

	Particulars	Status
A Cultural Events/ Programmes		
	1. Debates and Seminars	
	2. Skits, Songs, Dramas	
	3. Local Folk programme / Show	
	4. Discussions with PRI and Senior citizens	
	5. Exhibitions	
B Sports Activities		
	1. Sports Event	Volley Ball Match Organized
	2. Distribution of sports kit	
C Inaugurations (If any)		
	PMAY house	
	Segregation Sheds	
	Amrit Sarovar	
	UDM Assets	
	Compost/ Soak Pits	
	PMGSY / MGNREGA works	
	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, Visit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Awareness Programme on digital services & Nasha Mukt Bharat conducted and other information related to self employment schemes like Munkin provided.

Signature

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

Particulars	Status
SDG Theme adopted by the Panchayat	Self-Sufficient Infrastructure Usage.
Activities undertaken under the theme (as per instruction manual)	Street Lighting, Individual household latrines, Household tap connection, Rural Housing.
1. Status of activities undertaken	All activities are mentioned above completed.
2. Visible impact of the Activities	Availability of drinking water, good connectivity of village roads.
3. Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes.
4. How many activities of SDG have been covered under GDP	01.
5. Bottlenecks, if any, faced in the achievement of SDG Theme	Release of funds not on time.
6. Remarks of the Visiting Officer on the status SDG Theme	No water scarcity due to availability of taps, toilets in every home, ensures success of the team adopted.

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QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

Particulars	Status
Grievances addressed by the Administration	
1	2nd inner lane of Kail have been upgraded
2	water filtration plant constructed.
3	sanit latrines constructed & renovated.
4	
5	
Impact of B2V1 to B2V4	
1	Some minor demands made during B2V1-B2V4 has
2	been met but however major demands
3	are still not addressed due to
4	which people have lost their faith in B2V5.
5	
Challenges in the Panchayat	
1	Kail has a population of 5000 and various
2	households have moved to Kaseway,
3	do-limitation of halga is the need
4	of time for proper redressal of grievances.
5	
Suggestions if any	
1	Establishing of Minoratation for offices.
2	Delimitation of the Halga.
3	
4	
5	

Dr. J.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

GENERAL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS

1	Agriculture
2	Education
3	P.D.D.

2. LEAST RESPONSIVE DEPARTMENTS

1	Health
2	R.B.
3	P.H.E.

II. FEEDBACK ON UT INITIATIVES

The various schemes started by UT of J&K for the betterment of common masses are being fully utilized by the inhabitants of this village, however due to unawareness of various schemes the implementation of these plans ~~are not reach common people~~.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S.No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Annexure B
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far	Annexure B
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 B
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 9 to 10)	7.
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days -	No Sarpanch available.

Signature of Sarpanch

Name.....

Not Available.

Signature of the Visiting Officer

Name.....

Annexure B.

Complaints, Urgent Demands and Assessment

The issue that has been significantly impacting the lives and livelihoods of the inhabitants of Koil is the bifurcation of Sasara Nallah at Chatripora, which has been a persistent concern for Koil. Sasara Nallah poses a serious threat to the agriculture fields, particularly during the rainy season. The uncontrolled and unchecked surge of water have consistently led to severe damage to the crops, causing substantial financial losses for the farmers of Koil Village. Additionally, the unchecked flow of water during heavy rainfall has been known to block the main road connecting Awantipora and Pulwama, disrupting the essential transportation network that is vital for both Koil and the surrounding areas.

The healthcare situation in Koil is a matter of grave concern as the Primary Health Center (PHC) currently operates without a single doctor. The hospital relies solely on a staff of four paramedics to manage the medical needs of a population exceeding 5000. This lack of medical expertise places the community in a precarious situation, especially during emergencies when the absence of a doctor becomes a significant obstacle in providing timely and appropriate care to patients.

Furthermore, the PHC faces critical deficiencies in basic medical facilities, including diagnostic testing equipment, essential machinery, and the absence of an ambulance. The absence of these fundamental resources hampers the ability of the paramedic staff to offer comprehensive medical services to the community.

Adding to the challenges, the road leading to the hospital remains in an appalling condition, lacking macadamization or any grade of repair. The unpaved, sloping road exacerbates the difficulties faced by patients, making transportation to the facility during emergencies an arduous task.

Moreover, the unconstructed rooms designated for paramedics have been left in a deteriorated state, contributing to the overall lack of infrastructure in the hospital. The neglect of these essential facilities further compromises the quality of healthcare services provided to the residents of Koil.

A distressing aspect of the situation is the presence of cannabis plants covering the hospital area, presenting a hazard to both patients and staff. The lack of initiatives to clear this area adds another layer of concern to the already precarious healthcare conditions.

3) The educational landscape in Koil faces a significant challenge with both the Higher Secondary School and Middle School grappling with a shortage of teachers, falling below the required strength. This deficiency adversely affects the quality of education imparted to the students, hampering their academic growth and overall development. Adding to the predicament, the road leading to these schools remains unmacadamized, particularly problematic given its sloping nature, making the daily commute for students and staff arduous. Moreover, a distressing situation has arisen as a garbage dumping site has been established in front of the schools, where a disturbing array of solid and liquid wastes, including the carcasses of animals, are disposed of. This unsanitary practice poses a severe health hazard, fostering infections and the spread of diseases among the students and staff. Urgent measures are indispensable to address these multifaceted challenges and provide a conducive and hygienic environment for the pursuit of education in Koil.

4) In Koil, there exists an Ayush Centre with a dedicated doctor, ensuring the healthcare needs of the community.

accommodation for the center is a rented space. Recognizing the growing demand for facilities, the residents of Koil advocate for the relocation of the Ayush Centre to the existing premises of PHC Koil. Originally intended to be a hostel for paramedics, these premises could be repurposed to house the Ayush Centre. This strategic move would not only optimize the infrastructure but also significantly improve the ability to address medical emergencies promptly. The residents believe that this transition would not only be cost-effective but also enhance the overall healthcare services in Koil.

In the village, over 60 households have recently migrated to the Karewas, seeking a change in residence. Due to the influx of residents, a pressing issue has emerged as there is currently no provision for drinking water in the Karewas. While a main water pipeline has been laid in the Karewas, the absence of distribution lines remains a major concern. This infrastructure gap leaves the newly settled households without access to essential drinking water services. Urgent attention is required to address this issue, ensuring that distribution lines are promptly installed to facilitate a reliable and sustainable water supply for the residents of the Karewas. In Koil, the absence of a local ATM poses a significant challenge for residents, as the nearest ATM is located approximately 4 kilometers away. This dearth of accessible automated banking facilities can inconvenience the community, requiring them to travel a considerable distance for routine financial transactions. The absence of a nearby ATM not only inconveniences residents but also impacts the efficiency and accessibility of financial services in the area.

7) Despite the construction of an irrigation canal in the village, a critical setback looms large as it remains devoid of any water supply. The anticipation for increased agricultural productivity and improved water access has been met with disappointment, leaving the canal non-functional. The absence of water in the canal not only hampers the agricultural activities for which it was designed but also impedes the potential benefits it could bring to the entire community. Urgent attention is required to address this issue, ensuring that the canal is properly supplied with water, thereby fulfilling its intended purpose and contributing to the enhancement of agricultural practices in the village. Immediate interventions are necessary to transform this infrastructure into a valuable asset for the community.

8) The absence of functioning government offices in the area, with only a handful operational, is a significant impediment to the local residents' access to governmental schemes and services. This deficiency has led to a considerable gap in the delivery of public services and the implementation of various welfare programs. To address this issue and streamline administrative functions, it is imperative to establish a mini secretariat building that consolidates various government offices in one central location. This proposed facility would serve as a one-stop destination for residents to access a myriad of government services efficiently. Establishing a mini secretariat is a strategic solution to bridge the existing gap and ensure that the people of the area can avail themselves of the benefits offered by governmental schemes without the hindrance of dispersed and non-operational offices. Immediate attention to this matter is crucial for the holistic development and welfare of the community.

9) The Antyodaya Anna Yojana, a vital government-sponsored initiative aimed at providing subsidized food to the country's poorest families, is currently reaching only a limited number of households in the village. Despite the program's potential to alleviate food insecurity, it has only been extended to 38 households, leaving a significant gap in coverage. According to the village records, more than 90 households meet the eligibility criteria for the scheme, indicating a substantial portion of the population that remains excluded. This shortfall in distribution has resulted in over 50 households being left without access to subsidized meals, highlighting a critical need for an expansion of the Antyodaya Anna Yojana to ensure that all eligible families in the village can benefit from this essential food assistance program. Addressing this disparity is crucial to fulfill the program's intended purpose of providing nutritional support to those in dire need within the community. Immediate attention and action are

discrepancy and extend the reach of the Antyodaya Anna Yojana to all eligible households in

proper electrification in Zadhama is a pressing concern that demands urgent attention. The absence of electrification hampers the overall development of the area and impedes the residents' access to

modernization of the post office in Koli is a vital initiative that holds the potential to enhance the efficiency and quality of postal services in the region. A modernized post office can serve as a central hub for various communication and postal needs, offering improved services to the residents of Koli and the surrounding areas.

pressing need for a bridge at Tuli Bagh Koli, particularly near the residence of Ghulam Mohammad Bhat.

is paramount for the agricultural and horticultural activities of the residents in this mohalla. During periods of heavy rainfall and snowfall, the absence of a bridge poses numerous challenges for the residents,

making it exceedingly difficult to access their fields. The construction of a bridge at this strategic location would

significantly alleviate the difficulties faced by the community, enabling them to transport agricultural and horticultural produce more efficiently. Moreover, it would enhance the overall connectivity of the region, fostering

economic growth and resilience in the face of adverse weather conditions. Immediate attention to the construction

of a bridge is crucial to address the immediate needs of the residents and to support the agricultural and horticultural sectors in Tuli Bagh Koli.

10/11