

SAT KALAN
PANCHAYAT

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

INSTRUCTIONS	ACTION POINTS
Seeking details from the District team	<ol style="list-style-type: none"> 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 Deputy Commissioner. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.jk.gov.in Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads: <ul style="list-style-type: none"> • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work Plans/ beneficiary lists: <ul style="list-style-type: none"> • MGNREGA draft plan document for the year 2023-24. • List of Awaas+ beneficiaries alongwith HHIL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries Lists of beneficiaries for: <ul style="list-style-type: none"> • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

<p>Reach the Panchayat on day of visit.</p>	<ol style="list-style-type: none"> 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 Nigrani, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JJM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. 12. Wherever possible, distribute employment letters for people selected under various government employments. 13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL, toilets and payments CSCs & AMRIT SAROVARs. 14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved. 15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc. 16. Organize village-level cultural events to engage panchayat members. 17. Obtain a candid assessment about the performance of various depts, including fair feedback about discrepancies in functioning. 18. Open discussion on Nasha 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.
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GENERAL INSTRUCTIONS

1. The visiting officer shall spend at least three days in a Gram Panchayat to assess the details of the Gram Panchayat comprehensively.
2. He/She shall refrain from giving or offering any commitment on behalf of the government and shall adopt an unbiased attitude in reporting issues. As far as possible, his/her observation should be based on a fair and analytical view emerging from his/her interaction in the village.
3. He/She is going to the Panchayat as a planning officer, not for sanctioning any works or for making any commitments.
4. While preparing the Gram Panchayat development plan, he/she has to ensure that demands are prioritized and reflected under available schemes, wherever necessary the larger works are to be referred to administrative deptt under CSS/UT plans under intimation to DCs, and the rest of the works to DCs for reflecting it under district/CSS plans.
5. His/her work shall be hard-core planning and audit and is not a PR exercise.
6. Every Deputy Commissioner has to ensure that at least one RDD official (ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure the conduct of all activities as planned. Panchayat-wise orders need to be issued in advance.
7. The BDO has to ensure that Gram Sabha is held during the visit of the officer in the panchayat and uploaded on Vibrant Gram Sabha Portal.
8. The visiting officer should ideally carry his/her laptop to complete the reports at the Panchayat level itself and upload the final report, duly signed both by the Sarpanch and by the visiting officer on the www.jkpanchayat.jk.gov.in portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha Muk, Bhrashtachar 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. Bhrashtachar 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.

10. The visiting officer shall not leave the district without handing over a hard copy of the report to the Rural Development official (BDO/Panchayat Secretary) for further uploading of the report on the www.jkpanchayat.in / www.jkpanchayat.jk.gov.in portal within a week's time, positively.

Instruction for Field visit

FIELD VISIT

Facility	Purpose
Khidmat Centres	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin Aapki Nigraani, Beams, Janbhagidari, Digital J&K
JKR/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/pro- jects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground
Har Gaon Hariyali, Planta- tion drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is held
Dangal/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify

AWARENESS GENERATION ABOUT FLAG SHIP SCHEMES

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

FLAG SHIP SCHEMES	
1. Ayushman Bharat- PMJAY	
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission	
3. PM Awas Yojana (Rural)	
4. PM Ujjawala Yojana	
5. PM Vishwakarma	
6. PM KissanSamman Nidhi	
7. Kissan Credit Card (KCC)	
8. PM Poshan Abhiyan	
9. Har Ghar Jal- Jal Jeevan Mission	
10. Survey of Villages and Mapping with improvised technology in Village areas (SVANMITVA)	
11. Jan Dhan Yojana	
12. Jeevan Jyoti Bima Yojana	
13. PM KUSUM Yojana	
14. Suraksha Bima Yojana	
15. Atal Pension Yojana	
ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS	
1. Enrolment in Eklavya Model residential school	
2. Scholarship schemes	
3. Forest Rights Title:Individual and Community Land	
4. Van Dhan Vikas Kendra: Self Help Groups	

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

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 months*

- 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 Mahila Sabha's were organized in the Gram Panchayat 2/month ✓
- ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/ No) ✓
- iii. Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No) ✓
- iv. Number of women beneficiaries headed households covered under PDS system. ✓
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana 65 ✓

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	<ul style="list-style-type: none"> i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. <i>Yes</i> ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). <i>Yes</i> iii. Awareness about G.I. Tagging of agriculture crops. <i>Yes</i> iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. - v. Distribution of seedling and seeds including Rabi seeds, <i>lavender seeds</i>. vi. Implementation of FasalBeemaYojna (Crop Insurance) <i>Yes</i> vii. Issuing sanction letters for insurance of the Cattle <i>Yes</i>
2	Rural Development Department	<ul style="list-style-type: none"> i. Establishment of AnantSarovar per Panchayat (Target/Achievement) <i>No</i> ii. Saturation of all households in SHGs across all panchayats. <i>No</i> iii. Number of works verified and completed during B2V-I, II, III & IV. <i>B2V I & II complete</i> iv. Achieving 100% social audit of PMAY. <i>Yes</i> v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households vi. Achieving PMAY/THHL Saturation. <i>Yes (Under process 2023-24)</i> vii. Status of Drug Free/Corruption free Panchayats <i>(Please wait)</i> viii. Organizing of various sports events at the Panchayat level. <i>Yes</i>
3	Information Technology	<ul style="list-style-type: none"> i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. <i>Yes</i> ii. Awareness about BEAMS, Janbhagidari & E-UnnatPortal etc. <i>Yes</i> iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services. <i>No</i> iv. Organizing of one CSC Camps per panchayat. <i>Yes</i> v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc. <i>Yes</i>
4	Finance Department	<ul style="list-style-type: none"> i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMJDY. <i>13</i> ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. <i>No</i> 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. <i>No</i> iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc. <i>No</i>
5	Revenue Department	<ul style="list-style-type: none"> i. Awareness programme about Management legacy data of registration & Delivery of registration documents online to the citizens by the Tehsildar concerned. <i>Yes</i> ii. Information campaign for popularization of "AapZameenAap Ki Nigrani" <i>Yes</i> iii. Achieving saturation of land passbooks. <i>Yes</i> iv. Pending inheritance mutations to be completed. - v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional) <i>0</i>
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJJAY/ SEHAT Scheme. <i>80%</i> ii. Swachh Hospitals- Clean Toilets and Junk free premises. <i>Yes</i> iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. <i>Yes</i> iv. Screening of School Children. <i>Yes</i> v. Awareness about screening of NCD (Non communicable disease). <i>Yes</i>
7	Social Welfare	<ul style="list-style-type: none"> i. Geo-tagging of established Child Care Institutions. <i>Yes</i> ii. Saturation of Old Age Pension ISSS/NSAP. <i>Yes</i> iii. Number of Disability Cards (UDID) digitized. <i>Yes</i> iv. 500 Anaemia check-up camps to be conducted. <i>Yes</i> v. Number of Aanganwari Beneficiaries Aadhar Seeded. <i>Yes</i>

		vi. Number of Beti Bachao Beti Padhao events held. 10 vii. Saturation of left out cases under disability Pension, implants and tricycles etc. Yes saturation viii. Awareness about Drug Mukht Panchayats. Yes
8	Forest, Ecology & Environment	i. Plantation drives under "Har Gaon Haryali" program. Yes ii. Conservation of water bodies. Yes iii. Forest for Fodder. NO iv. "Green J&K drive" campaign. NO
9	Tourism	i. Identification & Registration of Home Stays. NO ii. Providing support for tourism activities under village cooperatives. Yes iii. Promotion for augmenting the tourist inflow. Yes iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. one (Baba Poon) v. Plastic free tourism destinations. Yes
10	Culture Department	i. Organizing school talent hunt competitions. Yes ii. Cultural event at panchayat level under Har Din Tivhar. NO iii. Promotion of local artists by way of organizing Kavi Samayan, Painting competitions etc. NO
11	Labour & Employment	i. Registration of Job Seekers 50 per District. Yes ii. Organizing of one Job fairs per District. Yes iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme. Yes
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat. 0 ii. Identification of out of school Children and their enrolment. 0 iii. My School My Pride-Cleanliness and Maintenance drives to be organized. Yes iv. Holding of at least 200 Parent Teacher meetings per district. Yes (20th of every month) v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility. Yes
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. Yes
15	Transport	i. Steps taken to reduce the occurrence of road accidents. Nil ii. Cases under MUMKIN scheme to be finalized. Nil
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. Nil ii. Saturation of Scholarship Schemes. Nil
17	Power Development Department	i. Distribution of Transformers. a) Check Unique Number. All done b) Identify DTS with low oil and top oil. All - OK c) Identify DTS with load imbalance. All - OK d) Replace Non Standard fuses standard fuses. All done e) All pending electrical accidental claim cases to be resolved and disbursed. NO such case f) Removal of damaged transformers. If any transformer damaged replaced by the regular ration supply of the
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fare price shops. Yes ii. Saturation of Aadhaar Seeded Ration Cards. Yes iii. 100% grievance redressal to be ensured. Yes iv. Awareness about the schemes of the Department. Yes
19	Skill Development	i. Training of left out SHG members registered with NRLM/Tribal Affairs. 0 ii. Skill Training of B2V4/MTMP2 youth. NO iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. NO iv. 100% admission Polytechnic/ITI. NO

		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme. <i>Yes</i>
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. <i>Nil</i> ii. Holding Awareness Camps iii. Registration of new cooperative societies.
21	Science & Technology	i. Public awareness events (IEC) under Rooftop Solar Residential Sector <i>Nil</i> ii. Outreach and training of farmers for PM-KUSUM Scheme. <i>Nil</i> iii. Installation of Stall for solar gadgets for mass awareness. <i>Yes</i>
22	Public Works Department (R&B)	i. Connectivity of left out habitations under PMGSY. <i>Connect</i> ii. Safe audit and inspection of all roads. <i>Yes</i> iii. All major roads pothole free in the district. <i>No</i>
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management. <i>Yes record maintained</i>
24	Mining	i. Monthly monitoring of E-Challans. <i>Nil</i> ii. Awareness programmes about illegal mining. <i>Nil</i> iii. Grant of quarry licence. <i>Nil</i> iv. Identification of new minor mineral blocks. <i>Nil</i>
25	Disaster Management	i. Number of grievances disposal of Relief Commissioner's Portal. <i>No</i> ii. Training of 250 APDA MITRAS. <i>No</i> iii. Training of volunteers under SDRF. <i>No</i>
26	GAD	i. Ensuring Biometric attendance. <i>Yes</i> ii. Online portal for purchase of property by J&K Government employees. <i>No</i> iii. Monitoring complaints through fixed line telephone grievance cell PUKAR. <i>Nil</i> iv. Action against false complaints. <i>-</i>
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. <i>Yes</i> ii. Smart Billing- Online collection of water charges. <i>No</i> iii. Ease of water connection amendment in legal provisions. <i>Yes</i> iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwaris for potable water. <i>Yes</i>
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. <i>Nil</i> ii. Mechanism for monitoring of cases at district level. <i>Nil</i> iii. Steps for decriminalization of laws. <i>Nil</i>
29	Public Grievance	i. Satisfaction level for grievances redressal. <i>-</i> ii. Assessment of perception of departments among public. <i>-</i> iii. Key issues of concern leading to grievances to be identified. <i>-</i>
30	Estates Department	i. Vacation/identification of all unsafe buildings. <i>Nil</i> ii. Eviction of unauthorized occupants. <i>Nil</i>
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. <i>Yes</i> ii. Capacity building/ training of the staff. <i>Yes</i>
32	Floriculture Department	i. Awareness about yoga. <i>Yes</i> ii. Training and awareness camps for farmers in commercial floriculture. <i>Nil</i>
33	Information Department	i. Training of the Departmental Officials in Media and Communications. <i>Nil</i> ii. Launch of Musical Talents. <i>Nil</i> iii. Organizing photograph competition under Badalta J&K for public. <i>Nil</i>
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. <i>Nil (Can sponsor)</i> ii. MSME registration on single window portal. <i>No</i> iii. Registration of Artisans and weavers. <i>Yes</i> iv. Training of youth in handicrafts and Handloom cooperatives. v. Achievements made under Vishwa Karma Scheme. <i>Registration is undergoing</i>
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. <i>Yes</i> ii. Physical verification of completed projects/ works. <i>Yes</i> iii. Monitoring of Aspirational Panchayat, Block and District programmes. <i>Yes</i> iv. Awareness programme about registration of Births & Deaths. <i>Yes</i> v. Panchayat development index rating verification. <i>-</i>



10-16th NOVEMBER 2023.

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Subhash chandee
2	Designation	T. E. O
3	Department	Education
4	Place of posting	Bistunah
5	Mobile No	72980 86568
6	Email ID	Subhashchandee2468@gmail.com
7	Home District	Tainan
8	Dates of visit	9/11/2023 & 10/11/2023

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

S.No	Particulars	
1	Name of the Panchayat	Saiwalan
2	Local Government Directory(LGD) code of the Panchayat	240716
3	Name of CD Block	Sachetpali
4	Name of Tehsil	Sachetpali
5	Name of District	Tainan

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	05
3	No. of households in the Panchayat	946
4	Population (approx) of the Panchayat	4212

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	Gurmeet Singh	JE O	P	-
2	Education	Manjot Singh	Teacher	P	-
3	Food, Civil Supplies and Consumer Affairs			-	-
4	Forest			-	-
5	Health and Medical Education	Nisha Ran Sikaram Gupta	FN/DAW SHO	P	-
6	ICDS Department	Rajeshwar Dew	ASHA worker	P	-
7	Irrigation and Flood Control Department	Rakesh Kumar	AWW	P	-
8	Jal Shakti Department	Rajesh Kumar	JE	P	-
9	Power Development Department	Sarvendra Kumar	JE	P	-
10	Public Works Department	Ram Krishna	metre leader	P	-
11	Revenue	Rakesh Kumar	Patwari	P	P-
12	Rural Development and Panchayat Raj	Subham Sandhu	PAA	P	-
13	Skill Development	San -			
14	Social Welfare Department	Sonia Choudhary	Supervisor	P	-
15	Youth Services and Sports Department	Shubhlali	NYC	P	-
16	Others (Sheep husbandry)	Ravi Kumar	SA	P	-
17					
18					
19					
20					

QUESTIONNAIRE FOR B2V5
Schedule-II
(FIRST HAND INFORMATION ON INFRASTRUCTURE -
PANCHAYAT ASSET REGISTER AND ITS UTILIZATION)

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	Govt building			
	b) New/need repairs	Needing repairs			
	II. Furniture (Y/N)	yes			
	III. Computer/printer (Y/N)	yes			
	IV. Internet (Y/N)	yes			
	V. Telephone (Y/N)	NO			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	yes			
	VII. Water (Y/N)	yes			
	VIII. Electricity (Y/N)	yes			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building / Private Building
	a) Kindergarten				
	b) Primary	1	40	-	Govt Building
	c) Middle	-	-	-	-
	d) High	-	-	-	-
	e) Higher Secondary	-	-	-	-
	f) College	1	240	-	Govt building
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building / Private Building
		8	160	2	Govt Building
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		0	1	1	Govt. Building
		0	1	1	Govt. Building
5	Bank branch (Y/N)				
6	Availability of ATM (Y/N)				
7	Khidmat center/ CSC (Y/N)				
8	Patwarkhana (Y/N)				
9	Village haat (Y/N)				
10	Playground (Y/N)				
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		80	420		
		02	420		
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		Not feasible			
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	-			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	yes			
	ii. Number of Asset captured	3			
	iii. Please mention assets				
	1.	CSC			
	2.	Pvt Ghar			
	3.	Public Bathroom			
	4.	Sewage & Composit (Community)			
	5.				
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Community hall	at Sri Kabin under constr		
17	List of Underutilized Buildings- names	Name	Year of construction		
		-	-		

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 AWARDED THE BENEFITS OF THE SCHEME	REASONS FOR PENDING
1	Old Age Pension	Social Department	237	237	N.I
2	Widow Pension	Social Department	66	66	N.I
3	Disability Pension	Social Department	36	36	N.I
4	Status under Stunting Must	Social Department	0	0	-
5	Status under wasting Must	Social Department	0	0	-
6	Equipment & provided to specially abled persons (limp, etc)	Social Department	36	36	-
7	Digital Services provided	IT / BDO / CSC	3650	1150	-
8	Deen Kisan	Agriculture Department	95	20	-
9	Kisan credit card	Agriculture Department	1150	938	262
10	PM Kisan Sammanidhi	Agriculture Department	2	2	N.I
11	Employment Saturation (PMGEP, Tejaswini, Mumbun, Mission Youth, Minniyaji, etc)	Employment Department	20	10	N.I
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	-
13	24x7 Implementation	3rd Shakti Department	-	-	-
14	I. No of Household provided PHTC II. No of Household (s) certified (No.)		72	0	-
15	PMAY - Gramin	RDOA PR	24 (2034)	-	-
16	SBHgramin - EMT Functional (Household toilet)	RDOA PR	40 (1)	(20)	-
17	ODF Plus villages (No)	RDOA PR	50	-	-
18	Targeted Sock pit completed	RDOA PR	-	-	-
19	JKRLM	RDOA PR	-	-	-
20	I. Number of Self Help Groups formed II. Number of Households involved	Revenue Department	N.I	N.I	-
21	Pending Mutations	Revenue Department	4270	220	Under Proc
22	Domicile Certificates	Revenue Department	0	0	-
23	Persons identified drug addicts	BDO / Sarpanch	3995	2967	Army family
24	Awareness camps for de-addiction conducted	BDO / Sarpanch	28	21	-
25	Drugs Addicts rehabilitated	BDO / Sarpanch	20	20	N.I
26	Golden Health Card under Ayushman Bharat	Health Department	0	0	-
27	Janaat suraksha yojana	Health Department	0	0	-
28	Status under Anaemia Mukh	Health Department	0	0	-
29	Status under Leprosy Must	Health Department	0	0	-
30	Number of Ayushman Helos organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	0	0	-
31	Number of Ayushman Sahas held	Health Department	0	0	-
32	Out of School Children brought to schools	School Department	0	0	-
33	Number of students still out of schools	School Department	0	0	-
34	Persons educated through bridge courses	School Department	0	0	-
35	Household using clean cooking fuel (LPG)	PDS & CA	930	930	-

QUESTIONNAIRE FOR B2VS

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

1. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	PHC Govt
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff a) Doctor b) Paramedical	ND ND ND ND
4	No of patients attended during the month	500 to 600 per
5	Status of medicine availability	Yes
6	Special medical camp held, if any	Yes
7	Status of Immunization	Yes
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	Yes
10	Non- Institutional deliveries in Panchayat (Current Year)	Yes (only one delivery)
11	Other	-
12	Remarks of the Visiting Officer	

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt. Panchayat School
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff as per sanctioned strength	Yes
4	Enrolment of the School a) Boys b) Girls	14
5	Availability of play ground	Yes
6	Availability of drinking water	Yes
7	Availability of electricity	Yes
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Yes
10	Other	
11	Remarks of the Visiting Officer	Working of the school is satisfactory.

III. Anganwadi Center:

S. No	Particulars	Status
1	Location of Anganwadi center	ward no. 10 "Angali"
2	Number of children enrolled a) Boys b) Girls	8
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	Additional charge given to
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 started	-
12	Number of children wasted	-
13	Any Other	-
14	Remarks of the Visiting Officer	Working of Anganwadi center & Helper is satisfactory

Patla
Choudhary

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Meil Camp
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Kanuth Lal
4	No of registered beneficiaries	2065 (522 Helpcard)
5	No of beneficiaries drawing Ration from the store	2005
6	Whether store is functioning through Aadhar biometric system	yes
7	Whether record/register maintained in the store	yes
8	Availability of ration	yes
9	Any Other	-
10	Remarks of the Visiting Officer	Working Satisfactory

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	See Greenen Bank
2	No of Accounts in the branch	Info Not provided
3	No of persons applied under various self-employment schemes	-
4	No of cases sanctioned under various self-employment schemes	-
5	No of cases in whose favour loan has been disbursed under various self-employment schemes	-
6	Availability of ATM	yes.
7	Any Other	-
8	Remarks of the Visiting Officer	-

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	See location
2	Condition of Amrit Sarovar	Not feasible
3	Details of repair undertaken, if any	-
4	Utilization of Amrit Sarovar	-
5	Any Other	Not feasible.
6	Remarks of the Visiting Officer	-

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	At Jyoti A.C. School. Civil
2	Condition of Playground	good
3	Utilization of Playground	yes
4	Any Other	-
5	Remarks of the Visiting Officer	- In good condition

VIII. Partwarkhana:

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

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	at Angali
2	Name of the beneficiary	Ashwari Kumar
3	Status of the house (completed/ in-use/ under-construction)	under - const.
4	Any Other	
5	Remarks of the Visiting Officer	construction of house were in satisfactory

X.

Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Community Compost Pit & Sewage pit
2	Name of the beneficiaries	350
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	completed
4	Any Other	
5	Remarks of the Visiting Officer	Helpful in maintaining the ground water level.

XI.

Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter / CSC counter	total 31
2	No of online services provided by the CSC	visited one at Angali (10-12) / month
3	No of persons approached for services	650 / month
4	Any Other	
5	Remarks of the Visiting Officer	Service of the center is good

XII.

Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Normal
2	Transport	not good
3	Electricity	good
4	Drinking water	good
5	Cleanliness	Normal
6	Sports facility (Playground)	good
7	Any Other	

QUESTIONNAIRE FOR B2VS

Schedule-V
(AWARENESS / EVENTS / INAUGURATION)

EVENTS / AWARENESS / INAUGURATION ORGANIZED DURING THE VISIT OF OFFICER	
Particulars	Status
S.No	
1. Cultural Events/ Programmes	
1. Debates and Seminars	Yes
2. Skits, Songs, Dramas	Yes
3. Local Folk programme / Show	NC
4. Discussions with PRI and Senior citizens	Only Senior citizens
5. Exhibitions	NE
Sports Activities	
1. Sports Event	Yes
2. Distribution of sports kit	Yes
Inaugurations (If any)	0
PMAY house	0
Segregation Sheds	Site not feasible
Amlt Sarovar	
JIM Assets	1/30
Compost/ Soak Pits	4/30 (3 completed)
PMGSY / MGNREGA works	4 (3 completed)
Any other	
Distribution of certificates	-
Self Employment Schemes	-
Land Pass books	-
Any other	
Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat (Mobile Van) and Flagship Schemes given in the instruction manual	Yes

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S No	Particulars	Status
1	SDG Theme adopted by the Panchayat	No
2	Activities undertaken under the Theme (as per instruction manual)	PMAY + MGNREGS awareness
3	Status of activities undertaken	PM Vishwakarma list of youth given for self-employment yields limited, and training first hand information from PM
4	Visible Impact of the Activities	yes
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	yes
6	How many activities of SDG have been covered under GDP	24 (PMAY houses) 5 PDS houses 4 MGNREGS work
7	Bottlenecks, if any, faced in the achievement of SDG Theme	
8	Remarks of the Visiting Officer on the status SDG Theme	Everything is improving such as PDS ration is regularly given in locality, PM Ushabh Scheme is running MGNREGS work is going on and some completed satisfactory from my side.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
	1	Shoring of irrigated lands in the Panchayat of Niles & 197.
	2	Land ownership issues to the people of war during
	3	
	4	Boys visit at Primary School Panchayat.
B	Impact of B2V1 to B2V4	
	1	Shoring of lands at N.S.C. side.
	2	MGNREGS were started & some completed
	3	Some P.S. were also started
	4	People became aware about the scheme of per
C	Challenges in the Panchayat	
	1	Boys visit at Primary School Panchayat.
	2	Shoring of lands at N.S.C. side.
	3	Land ownership issues to the people of war during
	4	Boys visit at Primary School Panchayat.
D	Suggestions if any	
	1	Boys visit at Primary School Panchayat.
	2	Shoring of lands at N.S.C. side.
	3	Land ownership issues to the people of war during
	4	Boys visit at Primary School Panchayat.
	5	Boys visit at Primary School Panchayat.

QUESTIONNAIRE FOR B2VS

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS	
1	Special welfare dept
2	Health dept
3	Education dept
2. LEAST RESPONSIVE DEPARTMENTS	
1	Will dept
2	Forest
3	Revenue dept

II. FEEDBACK ON UT INITIATIVES

1) Through this program various schemes and policies of the govt including all every need & service of UT. Hence Transparency and accountability etc.

2) Trust deficit decreased by public & UT administration

3) Various views of unemployed youth has been taken & discussion of various skill development schemes done during this program.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Lack of funds in various departments
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	No transparency of land ownership the the department of 1971 & 1981 was.
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)	All the female women supported & signed their work program (completed/studies), works of various schemes in panchayat gaining small benefits by getting the program done which for this no plan has prepared.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	-

Signature of Sarpanch

Name.....

Signature of the Visiting Officer

Name: S. V. B. H. A. S. S. H. CHANDER