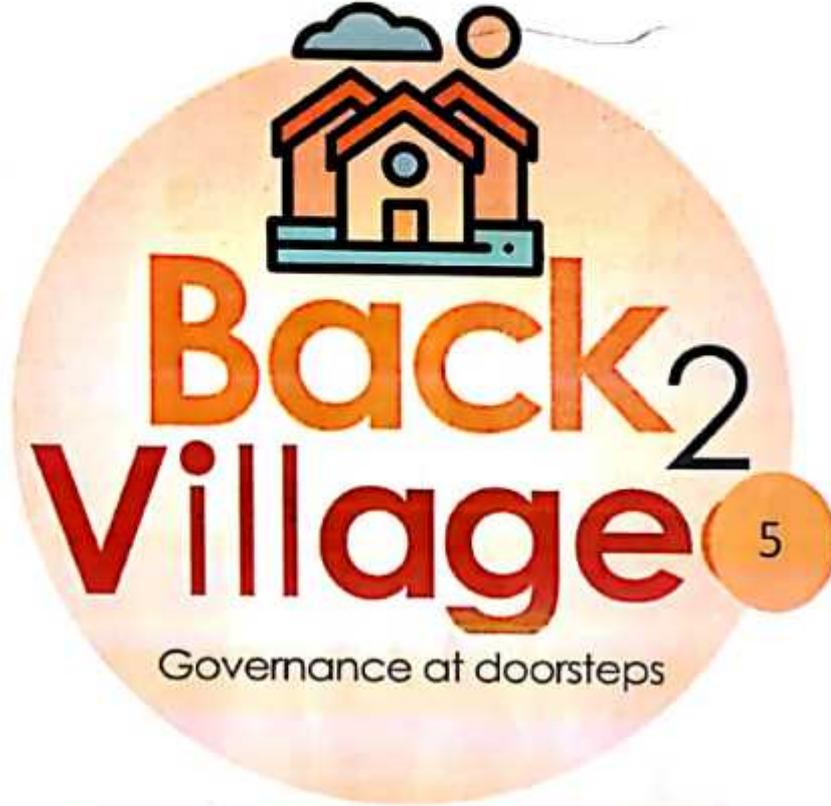


# B2V5-Booklet

(Instruction Manual, Deliverables & Questionnaire for B2V5)



**7th to 16th NOVEMBER, 2023.**

Block CHANGA Panchayat KAHALJUGASSAR-B.

Name of Visiting Officer Dr. GHANSHAM SINGH Designation BLOCK MEDICAL OFFICER

**DISTRICT ADMINISTRATION  
DODA**

## 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
1	Seeking details from the District team	<p>a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 &amp; B2V4 from <a href="http://www.jkpanchayat.jk.gov.in">www.jkpanchayat.jk.gov.in</a> or <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a></p> <p>b. Also take print outs of the summarized excel sheets of the previous phases from <a href="http://www.jkpanchayat.jk.gov.in">www.jkpanchayat.jk.gov.in</a> or <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a> ATRs on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner.</p> <p>c. Take prints of blank 2 booklets of B2V5 from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a> / <a href="http://www.jkpanchayat.jk.gov.in">www.jkpanchayat.jk.gov.in</a></p> <p>d. Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads:           <ul style="list-style-type: none"> <li>• PRI grants</li> <li>• District Plan</li> <li>• UT plan</li> <li>• MGNREGA</li> <li>• Other schemes of other departments</li> <li>• Any other work</li> </ul> </p> <p>e. Plans/ beneficiary lists:           <ul style="list-style-type: none"> <li>• MGNREGA draft plan document for the year 2023-24.</li> <li>• List of Awaas+ beneficiaries alongwith IHHL Convergence</li> <li>• List of pension beneficiaries.</li> <li>• List of SHGs</li> <li>• List of agriculture scheme beneficiaries</li> </ul> </p> <p>f. Lists of beneficiaries for:           <ul style="list-style-type: none"> <li>• Various certificates/ benefits to be distributed by the visiting officer.</li> <li>• Any other activities identified by different departments</li> </ul> </p>

Pm Kisan - 220 - 100%  
 Kc Cards - 191 - 100%

Activity 2	Reach the Panchayat on day of visit.
	<ol style="list-style-type: none"> <li>1. To hold meetings with PRIs, Officers/officials of the department and General Public to have firsthand information about the Infrastructure &amp; implementation of Schemes as per Schedule-I, IB &amp; Schedule-II.</li> <li>2. Ensure that all front line workers of different depts are present.</li> <li>3. Ensure exhibition by different depts. about individual beneficiary schemes.</li> <li>4. Inspect JKB/PSB counters/outlets.</li> <li>5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity.</li> <li>6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav.</li> <li>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 ration passbooks.</li> <li>8. Visit government establishments, i.e., Health facility, Education Institute, Aganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Play ground, PatwarKhana, etc.</li> <li>9. Inspect Khidmat (CSC) Centres and create/generate awareness about online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigrani, Digital J&amp;K, etc.</li> <li>10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soil pits, JJM, etc.</li> <li>11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat.</li> <li>12. Wherever possible, distribute employment letters for people selected under various government employments.</li> <li>13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL toilets and payments CSCs, AMRIT SAROVARS.</li> <li>14. Prepare Village Development Plan in consultancy with Gram Panchayat, discuss it in Gram Sabha and get it approved.</li> <li>15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc.</li> <li>16. Organize village-level cultural events to engage panchayat members.</li> <li>17. Obtain a candid assessment about the performance of various depts, including fair feedback about discrepancies in functioning.</li> <li>18. Open discussion on Nasha Mukht Abhiyan, corruption-free Panchayat, etc.</li> <li>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.</li> </ol>

## 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/CS's 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](http://www.jkpanchayat.jk.gov.in) portal.
  9. The focus of the visit is on youth, skills, self-employment, Nasha Mukta, Bhrashtachar Mukta, Rozgar yukt J&K, besides carrying forward the activities during Jan Abhiyan and saturating them.
- In addition, attention may be given to the following areas:
- a. Make full use of Centrally Sponsored Schemes.
  - b. Saturation of individual beneficiary schemes.
  - c. Self-employment schemes.
  - d. Bank-linked schemes, including departmental subsidy schemes
  - e. Empowerment and transparency through digital initiatives
  - f. Effectiveness of grassroots machinery:
    - i. Patwari, VLW present and available.
    - ii. Available funds utilized in public interest and as per Gram Sabha resolutions.
    - iii. Fairness in governance.
    - iv. CSS/Individual beneficiary schemes, etc
    - v. Bhrashtachar Mukta J&K.
    - vi. Nasha Mukta, J&K.
9. The PRI members (Sarpanchs, Panchs, BDC Chairperson) shall be at the forefront of all activities and given due importance, and the approach should be to strengthen them and make them feel empowered. He/she shall ensure that the BDC Chairperson and Sarpanch/Panch are present at the time of inauguration and ceremonies.

10. The visiting officer shall not leave the district without handing over a hard copy of the report to the Rural Development official (BDO/Panchayat Secretary) for further uploading of the report on the [www.jkpanchayat.in](http://www.jkpanchayat.in) / [www.jkpanchayat.jk.gov.in](http://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 Nigrani, Beams, Janbhagidari, 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, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff Swachh SBM	Visit, check for water, electricity, sanitation, meet students and staff Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground
Har Gaon Hariyali, Plantation drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is held
Dangal/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeevan Mission verification- WSS/JSD Electricity supply	Verify

## AWARENESS GENERATION ABOUT FLAGSHIP 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 Kissan Samman 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
- 
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.
- 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/soakage pits for solid/liquid waste management. Yes/No

**2. Healthy village**

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

**3. Water-sufficient village**

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

**4. Child-Friendly village**

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

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

**5. Village with good governance**

- i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No
- ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? Yes/No
- iii. Does the Gram Panchayat has its building or not? Yes/No
- iv. Is the Gram Panchayat office functional or not? Yes/No
- v. Are the activities approved under the 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 PanchayatGhar for holding meetings or not? Yes/No
- iv. Have all the eligible households been registered for Pension or not? Yes/No
- v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No
- vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No
- vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No

**7. Socially secured village**

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

**8. Engendered Development in Village**

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

**9. Self-sufficient infrastructure in the village**

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

		<ul style="list-style-type: none"> <li>vi. Number of BetiBachaoBetiPadhao events held.</li> <li>vii. Saturation of left out cases under disability pension, implants and tricycles etc.</li> <li>viii. Awareness about Drug Mukht Panchayats.</li> </ul>
8	Forest, Ecology & Environment	<ul style="list-style-type: none"> <li>i. Plantation drives under "Har Gaon Haryali" program.</li> <li>ii. Conservation of water bodies.</li> <li>iii. Forest for Fodder.</li> <li>iv. "Green J&amp;K drive" campaign.</li> </ul>
9	Tourism	<ul style="list-style-type: none"> <li>i. Identification &amp; Registration of Home Stays.</li> <li>ii. Providing support for tourism activities under village cooperatives.</li> <li>iii. Promotion for augmenting the tourist inflow.</li> <li>iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district.</li> <li>v. Plastic free tourism destinations.</li> </ul>
10	Culture Department	<ul style="list-style-type: none"> <li>i. Organizing school talent hunt competitions.</li> <li>ii. Cultural event at panchayat level under Har Din Tivhar.</li> <li>iii. Promotion of local artists by way of organizing KaviSamaylan, Painting competitions etc.</li> </ul>
11	Labour & Employment	<ul style="list-style-type: none"> <li>i. Registration of Job Seekers 50 per District.</li> <li>ii. Organizing of one Job fares per District.</li> <li>iii. Awareness about Self Employment Schemes under Seed Capital Fund Youth Start-up Loan Scheme.</li> </ul>
12	School Education Department	<ul style="list-style-type: none"> <li>i. Number of students covered under Nipun Bharat &amp; Padega Bharat TabhiBadega Bharat</li> <li>ii. Identification of out of school Children and their enrolment.</li> <li>iii. My School My Pride-Cleanliness and Maintenance drives to be organized</li> <li>iv. Holding of at least 200 Parent Teacher meetings per district.</li> <li>v. Number of schools having access to Drinking Water, Separate Toilet &amp; Electricity facility.</li> </ul>
13	Higher Education	<ul style="list-style-type: none"> <li>i. Digital push for Open &amp; Distance Learning (ODL) and online courses.</li> <li>ii. My college my pride (NashaMukht Camps, Eco Clubs, Sports &amp; Games)</li> <li>iii. Careers counselling and Job placements.</li> </ul>
14	Youth Services & Sports	<ul style="list-style-type: none"> <li>i. Organizing sports activities/games in every panchayat.</li> <li>ii. Distribution of sports kits.</li> <li>iii. Stadium / Flood Lights</li> </ul>
15	Transport	<ul style="list-style-type: none"> <li>i. Steps taken to reduce the occurrence of road accidents.</li> <li>ii. Cases under MUMKIN scheme to be finalized.</li> </ul>
16	Tribal Affairs	<ul style="list-style-type: none"> <li>i. Organizing of Tribal Artisan Melá in each District.</li> <li>ii. Saturation of Scholarship Schemes.</li> </ul>
17	Power Development Department	<ul style="list-style-type: none"> <li>i. Distribution of Transformers. <ul style="list-style-type: none"> <li>a) Check Unique Number</li> <li>b) Identify DTS with low oil and top oil</li> <li>c) Identify DTS with load imbalance</li> <li>d) Replace Non Standard fuses standard fuses.</li> <li>e) All pending electrical accidental claim cases to be resolved and disbursed.</li> <li>f) Removal of damaged transformers.</li> </ul> </li> </ul>
18	Food, Civil Supplies and consumer affairs	<ul style="list-style-type: none"> <li>i. Achievement made under opening of fare price shops.</li> <li>ii. Saturation of Aadhaar Seeded Ration Cards.</li> <li>iii. 100% grievance redressal to be ensured.</li> <li>iv. Awareness about the schemes of the Department</li> </ul>
19	Skill Development	<ul style="list-style-type: none"> <li>i. Training of left out SHG members registered with NRLM/Tribal Affairs.</li> <li>ii. Skill Training of B2V4/MTMP2 youth.</li> <li>iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT.</li> <li>iv. 100% admission Polytechnic/ITI.</li> </ul>

		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 pothole free in the district.
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management.
24	Mining	i. Monthly monitoring of E-Challans. ii. Awareness programmes about illegal mining. iii. Grant of quarry licence. iv. Identification of new minor mineral blocks.
25	Disaster Management	i. Number of grievances disposal of Relief Commissioner's Portal. ii. Training of 250 APDA MITRAS. iii. Training of volunteers under SDRF.
26	GAD	i. Ensuring Biometric attendance. ii. Online portal for purchase of property by J&K Government employees. iii. Monitoring complaints through fixed line telephone grievance cell PUKAR. iv. Action against false complaints.
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. ii. Smart Billing- Online collection of water charges. iii. Ease of water connection amendment in legal provisions. iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwaris for potable water.
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. ii. Mechanism for monitoring of cases at district level. iii. Steps for decriminalization of laws.
29	Public Grievance	i. Satisfaction level for grievances redressal. ii. Assessment of perception of departments among public iii. Key issues of concern leading to grievances to be identified.
30	Estates Department	i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants.
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. ii. Capacity building/ training of the staff.
32	Floriculture Department	i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture.
33	Information Department	i. Training of the Departmental Officials in Media and Communications. ii. Launch of Musical Talents. iii. Organizing photograph competition under Badalta J&K for public.
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. ii. MSME registration on single window portal. iii. Registration of Artisans and weavers. iv. Training of youth in handicrafts and Handloom cooperatives. v. Achievements made under VishwaKarma Scheme.
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. ii. Physical verification of completed projects/ works. iii. Monitoring of Aspirational Panchayat, Block and District programmes. iv. Awareness programme about registration of Births & Deaths. v. Panchayat development index rating verification.



# Back2 Village 5

Governance at doorsteps

to 16<sup>th</sup> NOVEMBER 2023

# QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

## A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Dr. Ghanesham Singh.
2	Designation	Block medical officer.
3	Department	Health and family welfare.
4	Place of posting	CHC Gondok.
5	Mobile No	9906012769.
6	Email ID	bmgondok@gmail.com.
7	Home District	Doda.
8	Dates of visit	09th and 10th of 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	Kahaljogasser - B.
2	Local Government Directory(LGD) code of the Panchayat	4393
3	Name of CD Block	CHANGA
4	Name of Tehsil	Bahalesa (Gadon).
5	Name of District	Doda.

## C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	07.
3	No. of households in the Panchayat	350.
4	Population (approx) of the Panchayat	1400 above approx.

# 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	Remark
1	Agriculture	Zain Din	AEO	Present	
2	Education	Sajad Hussain	Teacher	Present	
3	Food, Civil Supplies and Consumer Affairs	nil	nil	Absent	
4	Forest	Rajaz Ahmed	FP Guard	Present	
5	Health and Medical Education	Tahir Muneeb or Gulshen Begum	Dental Surgeon	Present	
6	ICDS Department	Gulshen Begum	AWW	Present	
7	Irrigation and Flood Control Department	nil	nil	Absent	
8	Jal Shakti Department	Tashpal Singh	CP worker	Present	
9	Power Development Department	Mohinder Kapoor	Line man	Present	
10	Public Works Department	nil	nil	Absent	
11	Revenue	nil	nil	Absent	
12	Rural Development and Panchayat Raj	Shah Din Bhatt	GRS	Present	
13	Skill Development	nil	nil	Absent	
14	Social Welfare Department	nil	nil	Absent	
15	Youth Services and Sports Department	Ranjori Singh	NYC Volunteer	Present	
16	Others (Animal Husbandry)	Pawan Akash	Stock Assistant	Present	
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	Private			
	b) New/needing repairs	New.			
	II. Furniture (Y/N)	Yes.			
	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)	Yes.			
	VIII. Electricity (Y/N)	Yes.			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	Nil	Nil	Nil	Nil
	b) Primary	03	150	07.	Govt. building
	c) Middle	01	06.	06.	Govt. building
	d) High	Nil	-	-	-
	e) Higher Secondary	Nil	-	-	-
	f) College	Nil	-	-	-
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		Nil	01	Nil.	01
5	Bank branch (Y/N)	No.			
6	Availability of ATM (Y/N)	No.			
7	Khidmat center/ CSC (Y/N)	No.			
8	Patwarkhana (Y/N)	No.			
9	Village haat (Y/N)	No.			
10	Playground (Y/N)	No.			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01			
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		02		Yes.	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		Nil	Nil	Nil	Nil.
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Nil			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	No.			
	ii. Number of Asset captured	Nil			
	iii. Please mention assets				
	1.				
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		ICDS building at Tijim	2022		
17	List of Underutilized Buildings- names	Name	Year of construction		
		ICDS building at Tijim	2022		

**5QUESTIONNAIRE 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	REAS FC PENC
1	Old Age pension	Social- Department Welfare	80	80	
2	Widowpension	Social Department Welfare	04	04	
3	Disabilitypension	Social Department Welfare	23	23	
4	Status under Stunting Mukht	Social Department Welfare	-	-	
5	Status under wasting Mukht	Social Department Welfare	-	-	
6	Equipment's provided to Specially abled persons( implants, tricycles etc)	Social Department Welfare	01	01	
7	Digital Services provided	IT/ BDO/ CSO	Yes	Yes	
8	Daksh Kisan	Agriculture Department	0	0	
9	Kisan credit card	Agriculture Department	191	191	
10	PM KisanSammannidhi	Agriculture Department	220	220	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department	-	-	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	
13	JJM implementation	Jal Shakti Department			
	i. No of Household provided FHTC		Nil	Nil	
	ii. Har Ghar Jal village(s) certified (No.)		Nil	Nil	
14	No of Households electrified	PDD	300	300	
15	PMAY- Gramin	RDD & PR	300	110	
16	SBM Gramin- IHHL functional (Household toilets)	RDD & PR	250	250	
17	ODF Plus villages (No)	RDD & PR	-	-	
18	Targeted Sock pit completed	RDD & PR	267	267	
19	JKRLM:	RDD & PR			
	i. Number of Self Help Groups formed		06		
	ii. Number of Households involved		60		
20	Land Passbook Saturation	Revenue Department	50%	50%	
21	Pending Mutations	Revenue Department	11	11	
22	Domicile Certificates	Revenue Department	1000	1000	
23	Persons identified drug addicts	BDO/ Sarpanch	Nil		
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	Yes		
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	Nil		
26	Golden Health Card under Ayushman Bharat	Health Department	1300	1000	
27	Janani suraksha yojana	Health Department	04	04	
28	Status under Anaemia Mukht	Health Department	6-7		
29	Status under Leprosy Mukht	Health Department	Nil		
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	02		
31	Number of Ayushman Sabas held	Health Department	02		
32	Out of School Children brought to Schools	School Department Education	05	05	
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)	FCS & CA	750	750	

## QUESTIONNAIRE FOR B2V5

### Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

#### I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	PHC Tifri
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff a) Doctor b) Paramedical	(a) Dr. Talir Mueeb. (b) Sadaf Qureshi
4	No of patients attended during the month	65-70.
5	Status of medicine availability	Available.
6	Special medical camp held, if any	Yes (Status of Immunization for fuel)
7	Status of Immunization	100% beneficiaries immunized
8	Participation of health worker in Village Health and Nutrition Day	Yes.
9	Institutional deliveries in Panchayat (Current Year)	Nil.
10	Non-Institutional deliveries in Panchayat (Current Year)	07.
11	Other	
12	Remarks of the Visiting Officer	PHC Tifri building insufficient and need new building Constructed at Road Side. Shortage of non-availability of mass Doctor (lost vacan)

#### II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	PS Tifri
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	02
4	Enrolment of the School a) Boys b) Girls	30 34
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	Satisfied with the actual duty of staff and cook. Also insufficient school building

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Dhanerori - 13
2	Number of children enrolled a) Boys b) Girls	10 12
3	Status of Building (Private/ Govt.)	Private.
4	Availability of Helper/ worker	Yes.
5	Maintenance of record of children	Yes.
6	Availability of sufficient ration	Yes.
7	Availability of timely Ration	Yes.
8	Availability of Functional toilet	Yes.
9	Availability of tap connection	Yes.
10	Availability of electricity connection	Yes.
11	Number of children stunted	ND.
12	Number of children wasted	05.
13	Any Other	
14	Remarks of the Visiting Officer	Satisfied at Anganwari Centre also need of Anganwari building with available State land

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Kahalgaon (Tufori)
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Dinmanth
4	No of registered beneficiaries	1425
5	No of beneficiaries' drawing Ration from the store	1420
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	Beneficiaries are well satisfied with the Dealer.

V. Bank Extension counter:

S. No	Particulars	Status
1	Location of Bank Extension counter	Nil.
2	No of Accounts in the branch	Nil.
3	No of persons applied under various self-employment schemes	Nil.
4	No of cases sanctioned under various self-employment schemes	Nil.
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	Nil.
6	Availability of ATM	Nil.
7	Any Other	
8	Remarks of the Visiting Officer	Urgent need of one Kiosk Centre at village Tefni of Pachayal - Katal. 3.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Nil.
2	Condition of Amrit Sarovar	Nil.
3	Details of repair undertaken, if any	Nil.
4	Utilization of Amrit Sarovar	Nil.
5	Any Other	
6	Remarks of the Visiting Officer	

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Nil.
2	Condition of Playground	Nil.
3	Utilization of Playground	Nil.
4	Any Other	Nil.
5	Remarks of the Visiting Officer	Sufficient State Land available. Urgent need of Play ground in the centre of Panchayat.

VIII. Patwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Nil.
2	Government/ Private building	Nil.
3	Land passbook saturation	Nil.
4	Pending mutations	05
5	Any Other	
6	Remarks of the Visiting Officer	Patwari not work in routine and need of Patwar Khand.

## IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Tifoni
2	Name of the beneficiary	Mangiet Kumar S/o Jines Lal
3	Status of the house (completed/ in-use/ under-construction)	Completed.
4	Any Other	.
5	Remarks of the Visiting Officer	Maximum number of PMAY houses are completed but some are under construction.

## X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Dhauri / Tifoni
2	Name of the beneficiaries	Suresh Ali
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Complete.
4	Any Other	
5	Remarks of the Visiting Officer	

## XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Nil
2	No of online services provided by the CSC	Nil
3	No of persons approached for services	Nil
4	Any Other	Nil
5	Remarks of the Visiting Officer	Urgent need of Khidmat Centre at Tifoni

## XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	N SRTC Bus Service should be started
2	Transport	SRTC Bus Service should be started
3	Electricity	Yes.
4	Drinking water	Yes.
5	Cleanliness	Sanitation Committee should be formed
6	Sports facility (Playground)	Playground not available
7	Any Other	PHC should be constructed at road side in Gram Land already available at road

# QUESTIONNAIRE FOR B2V5

Schedule-V  
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	-
	2. Skits, Songs, Dramas	Songs
	3. Local Folk programme / Show	-
	4. Discussions with PRI and Senior citizens	yes.
	5. Exhibitions	-
B	Sports Activities	
	1. Sports Event	yes.
	2. Distribution of sports kit	no.
C	Inaugurations (If any)	
	PMAY house	yes.
	Segregation Sheds	-
	Amrit Sarovar	-
	JJM Assets	yes.
	Compost/ Soak Pits	-
	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	yes.

**QUESTIONNAIRE FOR B2V5**  
 Schedule-VI  
 (SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	<input checked="" type="checkbox"/> Yes.
2	Activities undertaken under the Theme (as per instruction manual)	NRM works. <input checked="" type="checkbox"/>
3	Status of activities undertaken	NRM related work 60%. <input checked="" type="checkbox"/>
4	Visible impact of the Activities	Yes <input checked="" type="checkbox"/>
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes.
6	How many activities of SDG have been covered under GPDP	Formulation, NRM works. Rural Connectivity.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Nil.
8	Remarks of the Visiting Officer on the status SDG Theme	Central Sponsored Schemes MGNREGS / PMAY-G are well implemented in P.1.

# QUESTIONNAIRE FOR B2V5

Schedule-VII  
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
<b>A Demands/ Grievances addressed by the Administration</b>		
1	Urgent need of Khidmat Centre.	
2	Urgent need of Govt. building of Pitt. Ghar.	
3	Urgent need of Play ground.	
4	Urgent need of NT	
5	Urgent need of Amil Husbandry Doctor.	
<b>B Impact of B2V1 to B2V4</b>		
1	Public is well aware about various schemes of Central/ State Govt.	
2	Public is well satisfied with B2V Program	
3		
4		
5		
<b>C Challenges in the Panchayat</b>		
1	PHC Tiffin is outside of the Road and is inefficient building (Constructors)	
2	State land Available at Road Side of New PHC building	
3	Should be Constructed in Road Side.	
4		
5		
<b>D Suggestions if any</b>		
1	PHC Tiffin Should be Constructed at Road Side.	
2	Govt. building for Pitt. Ghar.	
3	Play ground for Panchayat	
4	Patisarkhang in Panchayat	
5	NT Post Sanctioned but not functional.	

# QUESTIONNAIRE FOR B2V5

Schedule-VIII

## I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1 BEST PERFORMING DEPARTMENTS	
1	RDD . .
2	RDD . .
3	Health & Family welfare
2 LEAST RESPONSIVE DEPARTMENTS	
1	Revenue . .
2	Bank
3	CAPD . .

## ii. FEEDBACK ON UT INITIATIVES

Maximum number of houses constructed by poor people of Panchayat under PMAY-G Scheme of RDD and Golden cards are very beneficial for the people of UT Jk as in general and for poor people of Jk UT in particular.

## iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Revenue Dept. officials not working in Panchayat.
2	Major urgent public demands that was/ were reflected earlier but have not been addressed so far:	MBS Post sanctioned at PHC Tufri but no doctor available in PHC Tufri
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)	Maximum departments are functioning well and work is well satisfied except Revenue dept. with least performance in Panchayat .
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	Govt. functioning in maximum except Revenue dept.
5	Certificate from Sarpanch that the visiting officer has stayed in the Panchayat for 2 days	

Signature of Sarpanch

Name: Jaipal Sagar . .

Signature of the Visiting Officer

Name: Dr. Ghaneshwar Sinje  
BMO (CHC Gondole)

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