

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.



Edit with WPS Office

KEYFEATURES

- Deputy Commissioners to lead the initiative
- Rural Development Department to be the nodal department
- Planning Development & Monitoring department and IT to be the support departments

INSTRUCTIONS FOR THE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	Seeking details from the District team	<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 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: <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 IHHL 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>Activity 2</p>	<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 deptts 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, Aganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc. 9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigrani, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JJM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. 12. Wherever possible, distribute employment letters for people selected under various government employments. 13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL toilets and payments CSCs & AMRIT SAROVARs. 14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved. 15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc. 16. Organize village-level cultural events to engage panchayat members. 17. Obtain a candid assessment about the performance of various deptts, 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, BDO/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.
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Instruction for Fieldvisit

FIELD VISIT

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



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 improved 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)**
- iii. Has mapping of land use, water bodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason thereof. **(YES)**
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No **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. **(Awareness created about adverse impact of Plastics products on Society, also Plantation drives conducted)**
- vi. Whether schools have started segregating waste. Yes/No **(No)**
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No **(YES)**

2. Healthy village

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

3. Water-sufficient village

- i. Do all the IHHs in the Gram Panchayat have water pipeline connections? Yes/No **YES(95%)**
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify **(YES), Individual & community soakage pits constructed**
- iii. Do all the IHHs in the Gram Panchayat have toilets? Yes/No **(YES)**
- iv. Are all the IHHs toilets functional or not? Yes/No **(YES)**
- v. Do all the Schools/Anganwadicenters have a toilet facility or not? Yes/No **(YES)**
- vi. Are all the toilets in the schools/Aanganwadifunctional or not? Yes/No **(YES)**
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? Yes/No **(No Panchayat Bhawan Available)**

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(**YES**)
- ii. How many BalSabha's were organized in the Gram Panchayat. **04**
- iii. Whether the issues raised by BalSabha are addressed during the Gram Sabha. Yes/NO(**YES**)
- iv. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO(**YES**)
- v. Do all the schools under the Gram Panchayathave separate toilets for girls and boys? Yes/No(**YES**)

5. Village with good governance

- i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No (**No CSC Available**)
- ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? Yes/No(**YES**)
- iii. Does the Gram Panchayat has its building or not? Yes/No (**No,rented building**)
- iv. Is the Gram Panchayat office functional or not? Yes/No(**YES**)
- v. Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No(**YES**)
- vi. Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No(**YES**)

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(**YES, Landless, houseless etc are considered as poor**)
- ii. Have all the eligible households registered in PDS or not? Yes/No(**YES**)
- iii. Has Gram Panchayat provided space for Self-help Groups in PanchyatGhar for holding meetings or not? Yes/No **No Panchayat ghar available**
- iv. Have all the eligible households been registered for Pension or not? Yes/No(**YES**)
- v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No(**YES**)
- vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No(**YES**)
- vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No(**YES**)

7. Socially secured village

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

8. Engendered Development in Village

- i. How many MahilaSabha's were organized in the Gram Panchayat (**02**)
- ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/ No) (**No Panchayat Bhawan available**)
- iii. Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No) (**YES**)

- iv. Number of women beneficiaries headed households covered under PDS system.(12)
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva VandanaYojana (18)

9. Self-sufficient infrastructure in the village

Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No **(No Community Hall Available)**

- i. Whether the Disaster management plan is available at the GP Level (Yes/No) **(NO)**
- ii. Whether child-friendly park with required facilities is available in GP (Yes/No) **yes**
- iii. Whether the GP has easy accss to Godown for storage (Yes/No) **(YES)**
- iv. Whether street lights are provided in public places for ensuring safety (Yes/No) **(YES)**



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. (YES) ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). 100% iii. Awareness about G.I. Tagging of agriculture crops. No iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. Nil v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. (YES) vi. Implementation of FasalBeemaYojna (Crop Insurance) (YES) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	<ul style="list-style-type: none"> i. Establishment of AmritSarovar per Panchayat(Target/Achievement) Identified and maintained by panchayat body. ii. Saturation of all households in SHGs across all panchayats 10% iii. Number of works verified and completed during B2V-I, II, III & IV. iv. Achieving 100% social audit of PMAY. 100% v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households 100% vi. Achieving PMAY/IHHL Saturation. (PMAY=90%,IHHL=100%) vii. Status of Drug Free/Corruption free Panchayats (Satisfactory) viii. Organizing of various sports events at the Panchayat level. (Organised By YSSS)
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. Yes ii. Awareness about BEAMS, Janbhagidari & E-UnnatPortal etc. Partially iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services. iv. Organizing of one CSC Camps per panchayat. v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc. Yes
4	Finance Department	<ul style="list-style-type: none"> i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMJDY. (900) ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. 14 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. Yes iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc. Yes
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. (YES) ii. Information campaign for popularization of "AapZameenAap Ki Nigrani". (YES) iii. Achieving saturation of land passbooks. 100% iv. Pending inheritance mutations to be completed. (10% Pending, they Have not Applied) v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional) Nil
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme. (100%) ii. Swachh Hospitals- Clean Toilets and Junk free premises. (YES) iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. (YES) iv. Screening of School Children. (YES) v. Awareness about screening of NCD (Non communicable disease). (YES)



7	Social Welfare	<ul style="list-style-type: none"> i. Geo-tagging of established Child Care Institutions. ii. Saturation of Old Age Pension ISSS/NSAP. 100% iii. Number of Disability Cards (UDID) digitized. (13%) iv. 500 Anaemia check-up camps to be conducted. 10 camps already conducted ,rest will be conducted in next year) v. Number of Aanganwari Beneficiaries Aadhar Seeded. (94)
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		vi. Number of BetiBachaoBetiPadhao events held. (04) vii. Saturation of left out cases under disability pension, implants and tricycles etc. 0%(one applied but currently lies in waiting list) 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. (YES) iv. "Green J&K drive" campaign. (YES)
9	Tourism	i. Identification & Registration of Home Stays. Not yet done ii. Providing support for tourism activities under cooperatives. Not Done iii. Promotion for augmenting the tourist inflow. NIL iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. No tourist site identified v. Plastic free tourism destinations. NIL
10	Culture Department	i. Organizing school talent hunt competitions. ii. Cultural event at panchayat level under Har Din Tivhar. iii. Promotion of local artists by way of organizing KaviSamaylan, Painting competitions etc. (No Representative from Department)
11	Labour & Employment	i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fares per District. iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme. (No Representative from Department)
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat TabhiBadega Bharat 87 ii. Identification of out of school Children and their enrolment. Nil iii. My School My Pride-Cleanliness and Maintenance drives to be organized. YES organised iv. Holding of at least 200 Parent Teacher meetings per district. YES v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility. 02
13	Higher Education	i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (NashaMukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements. (No Representative from Department)
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. Organised ii. Distribution of sports kits. Nil iii. Stadium / Flood Lights Nil
15	Transport	i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized. (No Representative from Department)
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes. No tribal population.
17	Power Development Department	i. Distribution of Transformers. 05 a) Check Unique Number b) Identify DTS with low oil and top oil c) Identify DTS with load imbalance) d) Replace Non Standard fuses standard fuses. e) All pending electrical accidental claim cases to be resolved and disbursed. (Yes) f) Removal of damaged transformers. (Removed ,but upgradation needed at some places)
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fare price shops. (Not available) ii. Saturation of Aadhaar Seeded Ration Cards. (100%) iii. 100% grievance redressal to be ensured. (Yes) iv. Awareness about the schemes of the Department (Yes)

19	Skill Development	<ul style="list-style-type: none"> i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of B2V4/MTMP2 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. iv. 100% admission Polytechnic/ITI. <p>(No Representative from Department)</p>
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		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. (Nil) ii. Holding Awareness Camps (Awareness Created) iii. Registration of new cooperative societies. (Nil)
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. (No Representative from Department)
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. Condition of the existing roads needs repairment and Macadamisation.
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management. No representative from the department
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. (No Representative from Department)
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. (No Representative from Department)
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.(95%) ii. Smart Billing- Online collection of water charges. (NO) iii. Ease of water connection amendment in legal provisions. iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwaris for potable water. (YES)
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. (No Representative from Department)
29	Public Grievance	i. Satisfaction level for grievances redressal. Very good ii. Assessment of perception of departments among public very good iii. Key issues of concern leading to grievances to be identified. identified
30	Estates Department	i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants. (No Representative from Department)
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. ii. Capacity building/ training of the staff. (No Representative from Department)
32	Floriculture Department	i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture. (No Representative from Department)
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. (No Representative from Department)



34	Industries & Commerce Department	<ul style="list-style-type: none"> i. PMEGP cases in which marginal money disbursed. (02) ii. MSME registration on single window portal. Yes iii. Registration of Artisans and weavers. No iv. Training of youth in handicrafts and Handloom cooperatives. Yes v. Achievements made under VishwaKarma Scheme.
35	Planning Development & Monitoring Department	<ul style="list-style-type: none"> 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. <p>(No Representative from Department)</p>





Edit with WPS Office



on to 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	Ab.Hamid wani
2	Designation	SENIOR LECTURER
3	Department	EDUCATION
4	Place of posting	GHSS Pampore
5	Mobile No	9906984472
6	Email ID	abhamidwani0111@gmail.com
7	Home District	PULWAMA
8	Dates of visit	09 th and 10 th of November 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	Khasipora
2	Local Government Directory(LGD) code of the Panchayat	242922
3	Name of CD Block	TRAL
4	Name of Tehsil	TRAL
5	Name of District	PULWAMA

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	02
3	No. of households in the Panchayat	265
4	Population (approx) of the Panchayat	1251



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	Lucky Singh	Helper	present	
2	Education	Riyaz ah Mir	Z E O	present	
3	Food, Civil Supplies and Consumer Affairs	Sabzar Ahmad Bhat	Store keeper	present	
4	Forest	Shakeel ah. Shah	Forester	present	
5	Health and Medical Education	Dr. Sheeba	Doctor	present	
6	ICDS Department	Dilafroza Akhter	Supervisor	present	
7	Irrigation and Flood Control Department	Bilal Ahmad hajam	Works supervisor	present	
8	Jal Shakti Department	Bigham Singh	A.L.M	present	
9	Power Development Department	Ali Mohd Baba	Lineman	present	
10	Public Works Department				
11	Revenue	Md.Ayoub bhat	Pathwari	present	
12	Rural Development and Panchayat Raj	Mushtaq Ahmad Sofi	Secretary Panchayat	present	
13	Skill Development				
14	Social Welfare Department	Suhai Mohidin	M.T.S	present	
15	Youth Services and Sports Department	Raja Abid	PET	present	
16	Jk bank	Gh Hassan khanday	Manager	Present	
17	Social Forestry	Gh qadir malik	Mali	Present	
18	Sheep Husbandry	Feroza Akther	A.S.M	Present	
19	Animal Husbandry	Gh qadir lone	Veterinary	Present	
20	Fisheries	Bashir Ahmad Teli	Guard	Present	
21	Cooperative	Mushtaq Ahmad kumar	Supervisor	Present	
22	R & B	Ashraf mir	Helper	Present	
23	Horticulture	Ab.Hamid Ganai	Technician	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	Private Building			
	b) New/need repairs	New building required			
	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	01	18	02	Govt
	b) Primary	02	43	03	Govt.
	c) Middle	01	54	Nil	Gov
	d) High	Nil			
	e) Higher Secondary	Nil			
	f) College	Nil			
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		06	120	01 worker & 01 Helper	Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		Nil	Nil	01	private
5	Bank branch(Y/N)	No			
6	Availability of ATM (Y/N)	No			
7	Khidmat center/ CSC (Y/N)	Yes			
8	Patwarkhana(Y/N)	No			
9	Village haat (Y/N)	No			
10	Playground(Y/N)	Yes			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01	1128	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		NA		-	
13	Amrit Sarovars – details, location, condition	Details	Location	Condition	Utilization
		01	Khasipura	good	Used for drinking water
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	03			
	iii. Please mention assets				
	1.	Playfield			
	2.	Heath & wellness center			
	3.	Segregation shed			
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name		Year of construction	
		Nil			
17	List of Underutilized Buildings- names	Name		Year of construction	



QUESTIONNAIRE FOR B2V5

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

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET ELIGIBLE BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDENCY
1	Old Age pension	Social Department Welfare	68	100%	
2	Widow pension	Social Department Welfare	09	100%	
3	Disability pension	Social Department Welfare	09	13%	
4	Status under Stunting Mukht	Social Department Welfare	Nil		
5	Status under wasting Mukht	Social Department Welfare	Nil		
6	Equipment's provided to Specially abled persons(implants, tricycles etc)	Social Department Welfare	0	0	
7	Digital Services provided	IT/ BDO/ CSC	45	45	
8	Daksh Kisan	Agriculture Department	09	18	
9	Kisan credit card	Agriculture Department	128	100%	
10	PM Kisan Sammanidhi	Agriculture Department	103	100%	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department	yes	100%	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	Nil	Nil	
13	JJM Implementation	Jal Shakti Department			
	I. No of Household provided FHTC		265	200	Under process
	ii. Har Ghar Jal village(s) certified (No.)		Yes		
14	No. of Households electrified	PDD	265	100%	
15	PMAY- Gramin	RDD& PR	02	02	
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	25	25	
17	ODF Plus villages (No)	RDD& PR	02	02	
18	Targeted Sock pit completed	RDD& PR	30	30	
19	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed		07	07	
	ii. Number of Households involved		85	85	
20	Land Passbook Saturation	Revenue Department	644	100%	
21	Pending Mutations	Revenue Department	nil	nil	
22	Domicile Certificates	Revenue Department	nil	nil	
23	Persons Identified drug addicts	BDO/ Sarpanch	Nil		
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	02	02	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	Nil	Nil	
26	Golden Health Card under Ayushman Bharat	Health Department	1251	100%	
27	Janani suraksha yojana	Health Department	14	100%	
28	Status under Anaemia Mukht	Health Department	Nil	100%	
29	Status under Leprosy Mukht	Health Department	Nil	100%	
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	02	02	
31	Number of Ayushman Sabas held	Health Department	02	02	
32	Out of School Children brought to Schools	School Department Education	Nil	Nil	
33	Number of students still out of Schools	School Department Education	Nil	Nil	
34	Persons educated through bridge courses	School Department Education	Nil	Nil	
35	Household using clean cooking fuel (LPG)	FCS & CA	100%	100%	



QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health and Wellness center Khasipora
2	Type of building (Govt./ Private)	Private
3	Availability of Staff a) Doctor b) Paramedical	a) Yes b) yes
4	No of patients attended during the month	200
5	Status of medicine availability	Available
6	Special medical camp held, if any	Yes
7	Status of Immunization	(Satisfactory) 100% Immunization
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	14 deliveries that happened were all institutional but none within panchayat.
10	Non-Institutional deliveries in Panchayat (Current Year)	Nil
12	Remarks of the Visiting Officer	➤ improvement in primary health facilities.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	UPS naher , P.S khasipora
2	Type of building (Govt./ Private)	Govt Building
3	Availability of Staff as per sanctioned strength	12)
4	Enrolment of the School a) Boys b) Girls	Boys= 25. 15 Girls= 29. 28 Total= 54. 43
5	Availability of play ground	Yes available
6	Availability of drinking water	Yes Available
7	Availability of electricity	Yes Availabe
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Drawing Competition, Essay Writing Competition Held
10	Other	Celebration of Meri Mati Mera Desh Programme at GMS chattroogam
11	Remarks of the Visiting Officer	Infrastructure upgradation.



III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	khasipora = 3, ii). Near = 2 , monghama = 1
2	Number of children enrolled a) Boys b) Girls	Boys=120 Girls=64 Total=56
3	Status of Building (Private/ Govt.)	Private Buildings
4	Availability of Helper/ worker	Yes
5	Maintenance of record of children	Yes record Maintained
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	No
11	Number of children stunted	Nil
12	Number of children wasted	Nil
14	Remarks of the Visiting Officer	Satisfactory

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Main Road khasipora
2	Government / Private	Private Shop
3	Name of the dealer (in case of Private)	
4	No of registered beneficiaries	1119
5	No of beneficiaries drawing Ration from the store	1119
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	Record is Maintained but Online
8	Availability of ration	Yes
9	Any Other	Sugar Supplied to AAY HHS
10	Remarks of the Visiting Officer	More CAPD outlets required



V. **Bank/ Extension counter:**

S. No	Particulars	Status
1	Location of Bank/ Extension counter	NA
2	No of Accounts in the branch	NA
3	No of persons applied under various self-employment schemes	NA
4	No of cases sanctioned under various self-employment schemes	NA
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	NA
6	Availability of ATM	NA
7	Any Other	
8	Remarks of the Visiting Officer	Urgent Demand for Banking / ATM facilities.

VI. **Amrit Sarovar:**

S. No	Particulars	Status
1	Location of Amrit Sarovar	Shikh Mohalla khasipor = 1
2	Condition of Amrit Sarovar	well
3	Details of repair undertaken, if any	
4	Utilization of Amrit Sarovar	Local villagers for Drinking water, washing clothes etc
5	Any Other	
6	Remarks of the Visiting Officer	More required.

VII. **Playground:**

S. No	Particulars	Status
1	Location of Playground	Ups nehar khasipora
2	Condition of Playground	Good(work in progress)
3	Utilization of Playground	Used by local Youth and children for Sports Activities
4	Any Other	
5	Remarks of the Visiting Officer	Satisfactory, work is under progress

VIII. **Partwarkhana:**

S. No	Particulars	Status
1	Location of Patwarkhana	Gurduwara
2	Government/ Private building	Private Building
3	Land passbook saturation	644
4	Pending mutations	15(Beneficiaries not Applied)
5	Any Other	
6	Remarks of the Visiting Officer	Requirement of Pathwarkhana.



IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	In entire panchayat
2	Name of the beneficiary	Mohd Amin wani
3	Status of the house (completed/ in-use/ under-construction)	Ongoing
4	Any Other	
5	Remarks of the Visiting Officer	New PMAY houses to be sanctioned.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Near Gvt. Middle school Nahir
2	Name of the beneficiaries	Local villagers
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	Segregation shed also Constructed
5	Remarks of the Visiting Officer	New soakpits

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	At khasipora
2	No of online services provided by the CSC	All services
3	No of persons approached for services	10 persons / day
4	Any Other	
5	Remarks of the Visiting Officer	1 more CSC

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	yes
2	Transport	yes
3	Electricity	yes
4	Drinking water	yes
5	Cleanliness	yes
6	Sports facility (Playground)	yes
7	Any Other	



QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	Performed
	2. Skits, Songs, Dramas	yes
	3. Local Folk programme / Show	yes
	4. Discussions with PRI and Senior citizens	Discussions Done
	5. Exhibitions	Done
B	Sports Activities	
	1. Sports Event	Yes(Carrom)
	2. Distribution of sports kit	
C	Inaugurations (If any)	
	PMAY house	Inspected
	Segregation Sheds	Inspected and Inaugrated
	Amrit Sarovar	inspected
	JJM Assets	Inspected
	Compost/ Soak Pits	Inspected and Inaugrated
	PMGSY / MGNREGA works	Inspected
	Any other	Various PRI Works Inaugrated
D	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	
	Any other	Golden card distributed
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Awareness Created about Schemes given in the instruction Manual



QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean and green panchayat
2	Activities undertaken under the Theme (as per instruction manual)	<ul style="list-style-type: none"> ➤ SBM Assets ➤ Plantation drive ➤ S&LW collection ➤ Soak pits for Grey water management
3	Status of activities undertaken	Most of the activities completed but some are under process
4	Visible impact of the Activities	Positive impact
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	yes
6	How many activities of SDG have been covered under GPDP	3)
7	Bottlenecks, if any, faced in the achievement of SDG Theme	→ Inadequacy of fund → Lack of Awareness
8	Remarks of the Visiting Officer on the status SDG Theme	Budgetary sufficiency.



QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Rehabilitation of Degraded forest at nehar khasipora	
2	C/o road under PMGSY Aat Mohand mohalla khasipora	
3	Installation of Streetlights	
4	Electrification System with 6 .no LT. Poles & 4.no H.T poles & 63 kv transformer	
5	C/O p/Bund at GMS nehar kasphase 1	
6	Diesel genset provided by PHE-Mechanical.	
B	Impact of B2V1 to B2V4	
1	Connectivity,Housing.	
2	Amrit sarovar renovation	
3	S&LM managemant	
4	Land passbook Saturation.	
5	Golden cards Saturation.	
C	Challenges in the Panchayat	
1	degradation of khasipora forest	
2	PMGSY Raod att mohand Mohalla	
3	Shortage of electric poles	
4	Requirement of 63 kv transformer for Mohand Mohalla	
5		
D	Suggestions if any	
1	Pmgsy road for mohand Mohalla	
2	Basic amenities to playfield	
3	Afforestation of khasipora forest	
4	C/O p/Bund at GMS nehar kasphase 1	
5		



QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Department of Rural Development and Panchayati Raj
2	Health
3	Jal Shakti(PHE)
2	LEAST RESPONSIVE DEPARTMENTS
1	
2	
3	

II. FEEDBACK ON UT INITIATIVES

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III. GENERAL ASSESSMENT OF THE VISTING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Deforestation of khasipora forest
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far.	C/O p/Bund at GMS nehar kasphase 1
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)	Development is going on and most of the Departments are Performing their duties for progress and upliftment of the Panchayat halqa Suggestions: Awareness camps by Various Departments to be conducted periodically
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	08
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	attached

