

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

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	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 Awas+ 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

vity	Reach the Panchayat on day of visit.	<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 Mukti Abhiyan, corruption-free Panchayat, etc. 19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.
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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 Mukti, Bhrashtachar Mukti, 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 Mukti J&K.
 - vi. Nasha Mukti, 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 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	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, 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 FLAG SHIP SCHEMES

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

FLAG SHIP SCHEMES

- | | | |
|-----|---|--|
| 1. | Ayushman Bharat- PMJAY | |
| 2. | Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission | |
| 3. | PM Awas Yojana (Rural) | |
| 4. | PM Ujjawala Yojana | |
| 5. | PM Vishwakarma | |
| 6. | PM Kisan Samman Nidhi | |
| 7. | Kisan Credit Card (KCC) | |
| 8. | PM Poshan Abhiyan | |
| 9. | Har Ghar Jal- Jal Jeevan Mission | |
| 10. | Survey of Villages and Mapping with 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 Eklayva 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. *Segregation shed, soakage pits.*
- 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 *Yes*
- 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*
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify *Yes (Soakage pits)*
- 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/Anganwadifunctional or not? Yes/No *Yes Functional*
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? Yes/No *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 *Yes*
- ii. How many BalSabha's were organized in the Gram Panchayat. *02 (Two)*

- 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 Panchayat have separate toilets for girls and boys? Yes/No ☒ No

5. Village with good governance

- i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No - ☒ No
- 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
- 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 (BPL List at Block level)
- 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 Panchayat Ghar for holding meetings or not? Yes/No ☒ Yes
- 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 (Social Welfare Dept.)
- 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 Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? Yes/No ☒ No
- 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 Mahila Sabha's were organized in the Gram Panchayat 02 (Two)
- ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/ No) No Panchayat available, meetings held in local houses.
- 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. 16
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana 90

9. Self-sufficient infrastructure in the village

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No ☒ No
- ii. Whether the Disaster management plan is available at the GP Level (Yes/No) ☒ No
- iii. Whether child-friendly park with required facilities is available in GP (Yes/No) ☒ No
- iv. Whether the GP has easy access to Godown for storage (Yes/No) ☒ No
- v. 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. <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. <i>Yes</i> v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. <i>Yes</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 AmritSarovar per Panchayat (Target/Achievement). <i>Yes</i> ii. Saturation of all households in SHGs across all panchayats. <i>Yes</i> iii. Number of works verified and completed during B2V-I, II, III & IV. 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. <i>Yes</i> vi. Achieving PMAY/JHL Saturation. <i>Yes</i> vii. Status of Drug Free/Corruption free Panchayats - 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-Unnat Portal etc. <i>Yes</i> iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services. <i>Yes</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 & PMUDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. iii. Setting up of counters by Banks at Panchayat level for verification, Sanctioning and disbursement of cases and also accepting fresh application under all individual subsidy schemes. iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	<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>Long Saturation</i> iv. Pending inheritance mutations to be completed. <i>Yes</i> v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional) <i>Ranked</i>
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJJY/ SEHAT Scheme. <i>Yes</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>No</i> ii. Saturation of Old Age Pension ISSS/NSAP. <i>Yes</i> iii. Number of Disability Cards (UDID) digitized. <i>33</i> iv. 500 Anaemia check-up camps to be conducted. <i>Yes</i> v. Number of Anganwari Beneficiaries Aadhar Seeded. <i>220</i>

		vi. Number of BetiBachaoBetiPadhao events held. 12 vii. Saturation of left out cases under disability pension, implants and tricycles etc. - 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. ii. Providing support for tourism activities under village cooperatives. iii. Promotion for augmenting the tourist inflow. iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. v. Plastic free tourism destinations.
10	Culture Department	i. Organizing school talent hunt competitions. ii. Cultural event at panchayat level under Har Din Tivhar. iii. Promotion of local artists by way of organizing KaviSamayan, Painting competitions etc.
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. No ii. Identification of out of school Children and their enrolment. Nil 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 v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility. 03
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.
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. Yes ii. Distribution of sports kits. Yes iii. Stadium / Flood Lights. Yes/No
15	Transport	i. Steps taken to reduce the occurrence of road accidents. No ii. Cases under MUMKIN scheme to be finalized. -
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. Yes ii. Saturation of Scholarship Schemes. Yes
17	Power Development Department	i. Distribution of Transformers. a) Check Unique Number - Yes b) Identify DTS with low oil and top oil - Top oil c) Identify DTS with load imbalance - Balanced d) Replace Non Standard fuses standard fuses - Standard fuses e) All pending electrical accidental claim cases to be resolved and disbursed. No case f) Removal of damaged transformers. Yes
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fare price shops. Applied for it 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	i. Training of left out SHG members registered with NRLM/Tribal Affairs. Yes ii. Skill Training of B2V4/MTMP2 youth. Yes iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. Yes iv. 100% admission Polytechnic/ITI. Yes

		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>Yes</i> ii. Holding Awareness Camps <i>Yes</i> iii. Registration of new cooperative societies. <i>Yes</i>
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. <i>Yes</i> ii. Safe audit and inspection of all roads. <i>Yes</i> iii. All major roads pothole free in the district. <i>Yes</i>
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. <i>Yes</i> ii. Online portal for purchase of property by J&K Government employees. <i>Yes</i> iii. Monitoring complaints through fixed line telephone grievance cell PUKAR. <i>Yes</i> iv. Action against false complaints. <i>Yes</i>
27	Jai-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>Yes</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. 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. <i>Yes</i> ii. Training and awareness camps for farmers in commercial floriculture. <i>Yes</i>
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. <i>Yes</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>Yes</i>

QUESTIONNAIRE FOR B2V5

Schedule-I (A)
(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Dr. Ayaz Ahmad Shah
2	Designation	AEO, Polwama
3	Department	Dept. of Agriculture
4	Place of posting	Polwama
5	Mobile No	9622804007
6	Email ID	drshahayaz@gmail.com
7	Home District	Polwama
8	Dates of visit	11-11-23 & 12-11-2023

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	Calghampora
2	Local Government Directory(LGD) code of the Panchayat	242935
3	Name of CD Block	Alipat
4	Name of Tehsil	Shah
5	Name of District	Polwama

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	One (01)
2	No. of hamlets in the Panchayat	Five (05)
3	No. of households in the Panchayat	536
4	Population (approx) of the Panchayat	2730

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	Ravinder Main Singh	Circle Officer	P	
2	Education	Rabid Ah. Mis	Teacher	P	
3	Food, Civil Supplies and Consumer Affairs	Mohd Amin	Asst	P	
4	Forest	Ab. Rashid Wani	Beat Guard	P	
5	Health and Medical Education	1. Dr. Sarwar	MLHS	P	
6	ICDS Department	2. Rehana Pasi	EMDSH	P	
7	Irrigation and Flood Control Department	Nazlema Bano	Supervisor	P	
8	Jal Shakti Department	Ab. Rashid Kuchay	Water Supervisor	P	
9	Power Development Department	Mohd. Amin Mis	Helper	P	
10	Public Works Department	Gh. Ahmad Bhat	MR	P	
11	Revenue	Ab. Rashid Sheikh	Helper	P	
12	Rural Development and Panchayat Raj	Azhar Jahanis Bhat	Patwari	P	
13	Skill Development	1. Manzoor Akbar	1. Asst. Secretary	P	
14	Social Welfare Department	2. Tanveer Ah. Khani	2. GRS	P	
15	Youth Services and Sports Department	Dr. Vaena (H. & C. B)	ICI	P	
16	Others	Kanta Kaur	Conf Asst.	P	
17		T. P. Singh	DET	P	
18	CSC	Tanveer Ah. Lone	CSC	P	
19	Fire & Emergency	Mis. Yusuf	SGR/541	P	
20	Police/Misc	Mushiq Ahmad	Grader	P	

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/need repairs	Yes			
	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)	No			
	VIII. Electricity (Y/N)	No			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	04			Govt
	b) Primary	22	84		Govt
	c) Middle	03	170		
	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
		05	180		Partial
4	Healthcare facility	No. of sub-centers	No. of PHCs	No. of health & wellness centers	No. of Institute having Govt. building
		-	-	01	01
5	Bank branch (Y/N)	No			
6	Availability of ATM (Y/N)	No			
7	Khidmat center/ CSC (Y/N)	Khidmat center (No) CSC (Yes)			
8	Patwarkhana (Y/N)	Yes			
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	
		03	2367	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		Patwarkhana	Not Functional		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Floriculture Park / Gajerbasti			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	No			
	ii. Number of Asset captured				
	iii. Please mention assets				
	1.				
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		-	-		
		Name	Year of construction		
		Patwarkhana	2020		
17	List of Underutilized Buildings- names				

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 PENDING
1	Old Age pension	Social Welfare Department	168	168	nil
2	Widow pension	Social Welfare Department	28	28	nil
3	Disability pension	Social Welfare Department	33	33	nil
4	Status under Stunting Mukht	Social Welfare Department	-	-	-
5	Status under wasting Mukht	Social Welfare Department	-	-	-
6	Equipment's provided to Specially abled persons(implants, tricycles etc)	Social Welfare Department	33	33	nil
7	Digital Services provided	IT/ BDO/ CSC	63	63	nil
8	Daksh Kisan	Agriculture Department	44	44	nil
9	Kisan credit card	Agriculture Department	328	328	nil
10	PM Kisan Sammanidhi	Agriculture Department	316	316	nil
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department	-	-	-
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	nil
13	JIM Implementation	Jal Shakti Department	-	-	undergoing (or)
	i. No of Household provided FHTC		447	447	nil
	ii. Har Ghar Jal village(s) certified (No.)		447	447	nil
14	No of Households electrified	PDE	520	520	nil
15	PMAY- Gramin	RDO& PR	36	36	nil
16	SBM Gramin- IHHL functional (Household toilets)	RDO& PR	536	536	nil
17	ODF Plus villages (No)	RDO& PR	111	111	nil
18	Targeted Sock pit completed	RDO& PR	-	-	-
19	JKRLM:	RDO& PR	-	-	-
	i. Number of Self Help Groups formed		16	16	nil
	ii. Number of Households involved		536	536	nil
20	Land Passbook Saturation	Revenue Department	1343	1343	nil
21	Pending Mutations	Revenue Department	nil	nil	nil
22	Domicile Certificates	Revenue Department	2230	1202	AIB (Not applied)
23	Persons identified drug addicts	BDO/ Sarpanch	nil	nil	nil
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	02	02	nil
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	nil	nil	nil
26	Golden Health Card under Ayushman Bharat	Health Department	2243	2100	13 (Finger not match chg)
27	Janani suraksha yojana	Health Department	25	25	nil
28	Status under Anaemia Mukht	Health Department	-	-	-
29	Status under Leprosy Mukht	Health Department	-	-	-
30	Number of Ayushman Helos organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	-	-	-
31	Number of AyushmanSahas held	Health Department	03	03	nil
32	Out of School Children brought to Schools	School Department	nil	nil	nil
33	Number of students still out of Schools	School Department	nil	nil	nil
34	Persons educated through bridge courses	School Department	nil	nil	nil
35	Household using clean cooking fuel (LPG)	FCS & CA	536	536	nil

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health & Wellness Centre Ginksh-pasa
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff a) Doctor b) Paramedical	Paramedical
4	No of patients attended during the month	132
5	Status of medicine availability	Yes
6	Special medical camp held, if any	Yes - 04 in a Month
7	Status of Immunization	Yes - 01 in a Month
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	28
10	Non- Institutional deliveries in Panchayat (Current Year)	No
11	Other	-
12	Remarks of the Visiting Officer	Satisfactory

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Primary = 02 - Middle = 02
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	18+1 = 19
4	Enrolment of the School a) Boys b) Girls	B = 170 G = 84 B = 77 G = 98
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	Satisfactory

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	
2	Number of children enrolled a) Boys b) Girls	Plas. No. 1, 2, 3, 4 b 6
3	Status of Building (Private/ Govt.)	93 BT
4	Availability of Helper/ worker	Rented
5	Maintenance of record of children	Yes/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	Yes
12	Number of children wasted	Nil
13	Any Other	Nil
14	Remarks of the Visiting Officer	Satisfactory and well-organized

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Khal / Gajebasti / Chashappa
2	Government / Private	Private / Private Rented
3	Name of the dealer (in case of Private)	Gth Rasool Bhat St. Gth Radis Bhat
4	No of registered beneficiaries	2367
5	No of beneficiaries drawing Ration from the store	2367
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	Observations water found Satisfactory

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Not Available
2	No of Accounts in the branch	
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	-
7	Any Other	-
8	Remarks of the Visiting Officer	

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Grojer Basti / Lower Nagpal
2	Condition of Amrit Sarovar	Complete / Functional
3	Details of repair undertaken, if any	No
4	Utilization of Amrit Sarovar	Yes
5	Any Other	
6	Remarks of the Visiting Officer	Excellent & in good condition

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Grojer Basti / Gulshanpora
2	Condition of Playground	III Phase VIP
3	Utilization of Playground	Yes
4	Any Other	
5	Remarks of the Visiting Officer	Satisfactory

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	AT Bafagund
2	Government/ Private building	M. Building
3	Land passbook saturation	1343
4	Pending mutations	06
5	Any Other	-
6	Remarks of the Visiting Officer	✓

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	Mughal Gajabasti Gulshapora
3	Status of the house (completed/ in-use/ under-construction)	Masir Ahmed Gajabasti S/L Noor din Gajabasti
4	Any Other	Completed
5	Remarks of the Visiting Officer	Satisfactory

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	
2	Name of the beneficiaries	Gajabasti Gulshapora
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Community benefited
4	Any Other	Completed
5	Remarks of the Visiting Officer	Excellent constructed on modern lines

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Gulshapora - Lore Mohalla
2	No of online services provided by the CSC	63
3	No of persons approached for services	50/day
4	Any Other	Micro ATM & AEPs
5	Remarks of the Visiting Officer	Excellent

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	Observed Satisfactory all works.

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	Yes
	2. Skits, Songs, Dramas	Yes
	3. Local Folk programme / Show	Yes
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	Yes
B	Sports Activities	
	1. Sports Event	Yes
	2. Distribution of sports kit	-
C	Inaugurations (If any)	
	PMAY house	Yes
	Segregation Sheds	Yes
	Amrit Sarovar	Yes
	JJM Assets	Yes
	Compost/ Soak Pits	Yes
	PMGSY / MGNREGA works	-
	Any other	
D	Distribution of certificates	Yes
	Self Employment Schemes	Yes
	Land Pass books	Yes
	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	Yes (Clean & Green Village)
2	Activities undertaken under the Theme (as per instruction manual)	1. Clean and Green Village 2. Healthy Village 3. Clo to soakage pits, Composit pits & segregation shed
3	Status of activities undertaken	Satisfactory
4	Visible impact of the Activities	Yes
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	07
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Lack of awareness among people.
8	Remarks of the Visiting Officer on the status SDG Theme	Satisfactory, all the initiatives taken by deptt. under SDGs, there are Satisfactory

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Passenger Shed at Gulerbasti Gultshampora	
2	Foot bridge on Chandrinallah Gultshampora	
3	Sanitary Complex for Govt. Middle School Gultshampora	
4	Road from H/O Mulla Magboul to Shamshanghat.	
5	Road from Passay Mohalla to H/O Ab Aziz M/E.	
B	Impact of B2V1 to B2V4	
1	Health facilities improved	
2	Educational infrastructure improved	
3	RDD & Agriculture Dept. Satisfactory	
4	Irrigation Dept. not Satisfactory	
5	Horticulture Dept. not Satisfactory	
C	Challenges in the Panchayat	
1	Footbridge on Chandrinallah Gultshampora	
2	Macadamization of Gultshampora Gulerbasti road	
3	Restoration of Ufawarkhank	
4		
5		
D	Suggestions if any	
1	Improvement of roads	
2	Priority to Education & Health Centre.	
3		
4		
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Health
2	RDD
3	Agriculture
2	LEAST RESPONSIVE DEPARTMENTS
1	Irrigation Deptt.
2	Wild Life Deptt.
3	Floriculture Deptt.

II. FEEDBACK ON UT INITIATIVES

The B2V5 programme at Panchayat Hala Gulshampora witnessed exuberant participation of locals. All depts at Panchayat level have performed well but RDD, Health & Agriculture depts. played a vital role. Also the unfilled demands of B2V1, B2V2, B2V3, B2V4 should be prioritised in order to gain faith of locals. Moreover, my nodal officer at Dist. level, Mr Manzoor Akbar (P.S. Sec.) & Tanzeem Ak. Wani (G.R.S.) have been beside us in overall conduct of B2V5 programme by providing each & every info. support.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Resolution of Patwarikhan
2	Major / urgent public demands that was/ were reflected earlier but have not been addressed so far:	Passenger shed at Grojer Basti Gulshampora; Macadamization of Grojer Basti Road.
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)	There should be awareness campaigns regarding all schemes of all depts.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	09
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	

SHABIR AHMED GOMAR
SARPANCH
Hala Gulshampora
Dist. Pulwama
Signature of Sarpanch
Name.....Shabir Ahmad
Grojer

Signature of the Visiting Officer
Name.....Dr. Ajaz Ahmad Shabir