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SHADU LUKER.

INSTRUCTION MANUAL FOR B2V5



Back² Village⁵

Governance at doorsteps

7th to 16th NOVEMBER 2023.

KEY FEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

ty	INSTRUCTIONS	ACTION POINTS
ty	Seeking details from the District team	<p>a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in</p> <p>b. 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.</p> <p>c. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in / www.jkpanchayat.jk.gov.in</p> <p>d. Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads:</p> <ul style="list-style-type: none"> • PRI grants • <u>District Plan</u> • UT plan • MGNREGA • Other schemes of other departments • Any other work <p>e. Plans/ beneficiary lists:</p> <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 <p>f. Lists of beneficiaries for:</p> <ul style="list-style-type: none"> • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

ity

Reach the
Panchayat on day
of visit.

1. To hold meetings with PRIs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure & implementation of Schemes as per Schedule 1A, 1B & Schedule-II.
2. Ensure that all front line workers of different depts are present.
3. Ensure exhibition by different depts. about individual beneficiary schemes.
4. Inspect JKB/PSB counters/outlets.
5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity.
6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav.
7. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks.
8. Visit government establishments, i.e., Health facility, Education Institute, 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 depts, including fair feedback about discrepancies in functioning.
18. Open discussion on Nasha Mukht Abhiyan, corruption-free Panchayat, etc.
19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.

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 Mukht, Bhrashtachar Mukht, 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 Mukht J&K.
 - vi. Nasha Mukht, 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 Jeewan Mission verification- WSS/JSD Electricity supply	Verify

AWARENESS GENERATION ABOUT FLAG SHIP SCHEMES

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

FLAG SHIP SCHEMES

1. Ayushman Bharat- PMJAY
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission
3. PM Awas Yojana (Rural)
4. PM Ujjawala Yojana
5. PM Vishwakarma
6. PM 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

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. **No**
- 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 **N**
- 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. **Partially**
- vi. Whether schools have started segregating waste. Yes/No **Y**
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No **Not all.**

2. Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? Yes/No **Yes Partially**
- 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 **Y**
- iv. Are all the eligible individuals been vaccinated against COVID-19? Yes/No **Y**
- v. Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal check-ups? Yes/No **Y**
- vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? Yes/No **Y**

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 **Y**
- iii. Do all the IHHs in the Gram Panchayat have toilets? Yes/No **✓**
- iv. Are all the IHHs toilets functional or not? Yes/No **✓**
- v. Do all the Schools/Anganwadicenters have a toilet facility or not? Yes/No **✓**
- vi. Are all the toilets in the schools/Aanganwadifunctional or not? Yes/No **✓**
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? Yes/No **✓**

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 **Y**
- ii. How many BalSabha's were organized in the Gram Panchayat. **3**

- 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 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 3
 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. All Beneficiaries
 v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana 76 W.E.F 2016.

9. Self-sufficient infrastructure in the village

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No ✓
- ii. Whether the Disaster management plan is available at the GP Level (Yes/No) ✓
- iii. Whether child-friendly park with required facilities is available in GP (Yes/No) ✓
- iv. Whether the GP has easy access to Godown for storage (Yes/No) ✓
- v. Whether street lights are provided in public places for ensuring safety (Yes/No) ✓

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	<ul style="list-style-type: none"> i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). iii. Awareness about G.I. Tagging of agriculture crops. iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. vi. Implementation of FasalBeemaYojna (Crop Insurance) 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) ii. Saturation of all households in SHGs across all panchayats. iii. Number of works verified and completed during B2V-I, II, III & IV. iv. Achieving 100% social audit of PMAY. v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households vi. Achieving PMAY/IHHL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
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. ii. Awareness about BEAMS, Janbhagidari & E-UnnatPortal etc. 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.
4	Finance Department	<ul style="list-style-type: none"> i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMJDY. 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. ii. Information campaign for popularization of "AapZameenAap Ki Nigrani". iii. Achieving saturation of land passbooks. iv. Pending inheritance mutations to be completed. v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme. ii. Swachh Hospitals- Clean Toilets and Junk free premises. iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. iv. Screening of School Children. v. Awareness about screening of NCD (Non communicable disease).
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. iii. Number of Disability Cards (UDID) digitized. iv. 500 Anaemia check-up camps to be conducted. v. Number of Aanganwari Beneficiaries Aadhar Seeded.

		vi. Number of BetiBachaoBetiPadhao events held. vii. Saturation of left out cases under disability pension, implants and tricycles etc.
8	Forest, Ecology & Environment	viii. Awareness about Drug Mukht Panchayats. i. Plantation drives under "Har Gaon Haryali" program. ii. Conservation of water bodies. iii. Forest for Fodder. iv. "Green J&K drive" campaign.
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 KaviSamaylan, Painting competitions etc.
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.
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat TabhiBadega Bharat ii. Identification of out of school Children and their enrolment. iii. My School My Pride-Cleanliness and Maintenance drives to be organized. iv. Holding of at least 200 Parent Teacher meetings per district. v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility.
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. ii. Distribution of sports kits. iii. Stadium / Flood Lights
15	Transport	i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized.
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
17	Power Development Department	i. Distribution of Transformers. a) Check Unique Number b) Identify DTS with low oil and top oil c) Identify DTS with load imbalance d) Replace Non Standard fuses standard fuses. e) All pending electrical accidental claim cases to be resolved and disbursed. f) Removal of damaged transformers.
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fare price shops. ii. Saturation of Aadhaar Seeded Ration Cards. iii. 100% grievance redressal to be ensured. iv. Awareness about the schemes of the Department
19	Skill Development	i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of 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.

20	Cooperative	v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme.
21	Science & Technology	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.
22	Public Works Department(R&B)	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.
23	ARI Trainings	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.
24	Mining	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management. ii. Monthly monitoring of E-Challans. iii. Awareness programmes about illegal mining. iv. Grant of quarry licence. v. 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.



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	JAGTAR KRISHAN SINGH
2	Designation	EXECUTIVE ENGINEER RTIC.(M) DIV KATHUA
3	Department	RTIC (Mech) DIVISION KATHUA
4	Place of posting	RTIC (M) DIV KATHUA
5	Mobile No	7006562051
6	Email ID	jagtarxsingh@gmail.com
7	Home District	JAMMU
8	Dates of visit	9th and 10th 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	BHADDU LOWER
2	Local Government Directory(LGD) code of the Panchayat	036 [1414006036001]
3	Name of CD Block	Billawar
4	Name of Tehsil	Billawar
5	Name of District	Kathua

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	1
2	No. of hamlets in the Panchayat	7
3	No. of households in the Panchayat	554
4	Population (approx) of the Panchayat	2756

QUESTIONNAIRE FOR B2V5

Schedule-1 (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	Contact no.
1	Agriculture	Gurdeep Singh	AEA	Present		9697255879
2	Education	Jagdish Sharma	(To.)	Present		7889915353
3	Food, Civil Supplies and Consumer Affairs	Kamal Kishore	S.M.O.	Present		7889892353
4	Forest Social forestry	Shree Lal	Asst. Forest Officer	Present		84920205
5	Health and Medical Education	Swati Devi	F.M.P.H.W.	Present		788932482
		Smiley Sharma	CHD/MLHP	Present		7051040066
6	ICDS Department	Sudesh Sharma/Kym	A.W.W.	Present		9161942365
7	Irrigation and Flood Control Department	Narinder Singh	Helper	Present		98582395
8	Jal Shakti Department	Shubam Parmar	Chaudhary	Present		808200373
9	Power Development Department	Raj Kumar	Line man	Present		8492019360
10	Public Works Department	Tara chand	Daily worker	Present		7889508733
11	Revenue	Aakash Mahajan	Nat. Tech. Officer	Present		7006228448
12	Rural Development and Panchayat Raj	Bharat Bhushan	GHS	Present		914989247
13	Skill Development					72
14	Social Welfare Department					
15	Youth Services and Sports Department	Vijay Kumar	P.E.T.	Present		990622165
16	Others					
17	Animal Husbandry	Hardeep Choudhary	Attendant	Present		7051041
18	the J & K Bank ATO Bh.	Manish Singh	Adv. Mch. Insp.	Present		80545573
19	Fisheries	Gajinder Singh	F/G	Present		788930695
20						

QUESTIONNAIRE FOR B2V5

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

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	Govt.			
	b) New/need repairs	Yes			
	II. Furniture (Y/N)	Yes			
	III. Computer/printer (Y/N)	Yes			
	IV. Internet (Y/N)	Yes			
	V. Telephone (Y/N)	Yes			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Yes			
	VII. Water (Y/N)	Yes			
	VIII. Electricity (Y/N)	Yes			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	-	-	-	-
	b) Primary	02	61	01	Govt.
	c) Middle	01	160	01	Govt.
	d) High	-	-	-	-
	e) Higher Secondary	-	-	-	-
	f) College	-	-	-	-
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		06	155	4/4/4	PVT.
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)	-	N	-	-
6	Availability of ATM (Y/N)	-	N	-	-
7	Khidmat center/ CSC (Y/N)	-	N	-	-
8	Patwarkhana (Y/N)	-	01	-	Govt.
9	Village haat (Y/N)	-	N	-	-
10	Playground (Y/N)	-	N	-	-
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered Beneficiaries	Connected with online biometric system or not	
		Yes (01)	554	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		4	4		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		01 (W.N. 7)	Rehan	Good	Less
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	good.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes.			
	ii. Number of Asset captured	3			
	iii. Please mention assets	PVT. Ghar Community Hall Health & wellness Center			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Primary School (W.N. 7)	Rehan moori 2004		
17	List of Underutilized Buildings- names	Name	Year of construction		
		-	-		

QUESTIONNAIRE FOR B2V5

(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 Department Welfare	57	57	
2	Widow pension	Social Department Welfare	14	14	
3	Disability pension	Social Department Welfare	03	03	
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	08	08	
7	Digital Services provided	IT/ BDO/ CSC	15	15	
8	Daksh Kisan	Agriculture Department	10	-	
9	Kisan credit card	Agriculture Department	354	354	
10	PM Kisan Sammanidhi	Agriculture Department	307	307	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department	-	01	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	
13	IJM Implementation	Jal Shakti Department	-	-	
	i. No of Household provided FHTC		510	245	under progress.
	ii. Har Ghar Jal village(s) certified (No.)		-	-	
14	No of Households electrified	PDD	554	554	
15	PMAY- Gramin	RDD& PR	102	77	31 complete, 46 ongoing
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	139	89	
17	ODF Plus villages (No)	RDD& PR	01	01	
18	Targeted Sock pit completed	RDD& PR	75	45	under progress
19	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed		16	16	
	ii. Number of Households involved		60	60	
20	Land Passbook Saturation	Revenue Department	1500	1300	Correction under progress
21	Pending Mutations	Revenue Department	01	0	
22	Domicile Certificates	Revenue Department	2756	2650	106 in progress.
23	Persons identified drug addicts	BDO/ Sarpanch	04	-	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	-	-	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	02	02	
26	Golden Health Card under Ayushman Bharat	Health Department	2736	2736	
27	Janani suraksha yojana	Health Department	23	23	
28	Status under Anaemia Mukht	Health Department	fully implemented	No case at present	
29	Status under Leprosy Mukht	Health Department	No case	No case.	
30	Number of Ayushman Melas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	9	522	
31	Number of Ayushman Sabas held	Health Department	9	522	
32	Out of School Children brought to Schools	School Department Education	4	4	
33	Number of students still out of Schools.	School Department Education	0	0	
34	Persons educated through bridge courses	School Department Education	0	0	
35	Household using clean cooking fuel (LPG)	FCS & CA	554	480	

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I.

Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	
2	Type of building (Govt./ Private)	01
3	Availability of Staff	Govt.
	a) Doctor	-
	b) Paramedical	-
4	No of patients attended during the month	02
5	Status of medicine availability	42
6	Special medical camp held, if any	Available
7	Status of Immunization	01
8	Participation of health worker in Village Health and Nutrition Day	Complete
9	Institutional deliveries in Panchayat (Current Year)	Full
10	Non- Institutional deliveries in Panchayat (Current Year)	16
11	Other	-
12	Remarks of the Visiting Officer	Staff of H & W.C. working with full dedication and taking care of village patients.

II.

Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Primary school → 02, Middle → 01
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	Available 08, 01 vacant
4	Enrolment of the School	
	a) Boys	72
	b) Girls	89
5	Availability of play ground	01
6	Availability of drinking water	Yes
7	Availability of electricity	Yes
8	Availability of functional toilets	05
9	Activities undertaken under 'My School My Pride'	Painting, debates, Skits, sports activities.
10	Other	-
11	Remarks of the Visiting Officer	Boundary wall on one side of school required to be constructed on priority.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	
2	Number of children enrolled	Dhadwara A
	a) Boys	12
	b) Girls	6
3	Status of Building (Private/ Govt.)	PVT
4	Availability of Helper/ worker	01
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	- 0
12	Number of children wasted	-
13	Any Other	-
14	Remarks of the Visiting Officer	B needs to be organised in Govt Building with better infrastructures

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Dhadwara near GMS
2	Government / Private	PVT
3	Name of the dealer (in case of Private)	Kamal Kishor
4	No of registered beneficiaries	554 [12 + 340 + 184 + 61]
5	No of beneficiaries drawing Ration from the store	493
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	good condition

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	at Shadde
2	No of Accounts in the branch	6649 Savings A/c's, 1349 Loan A/c's.
3	No of persons applied under various self-employment schemes	40
4	No of cases sanctioned under various self-employment schemes	37, 3 Rejected
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	36
6	Availability of ATM	01
7	Any Other	-
8	Remarks of the Visiting Officer	The A/c's is in upper Shadde. People are accessing the A/c's there. Its better to have Bank or atleast the ATM in this A/c's (Lower Shadde) also.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Rohan ward no. 7
2	Condition of Amrit Sarovar	Good, but needs improvement
3	Details of repair undertaken, if any	-
4	Utilization of Amrit Sarovar	Livestock drinking water.
5	Any Other	-
6	Remarks of the Visiting Officer	Needs to be developed more from local tourism point of view.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Not available
2	Condition of Playground	-
3	Utilization of Playground	-
4	Any Other	-
5	Remarks of the Visiting Officer	Panchayat needs an independent playground.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	ward no. 3 Shadwara Centre
2	Government/ Private building	Govt.
3	Land passbook saturation	1500/1300
4	Pending mutations	01
5	Any Other	-
6	Remarks of the Visiting Officer	-

IX. PMAY house:

S. No	Particulars	Observations
1	Location of PMAY house constructed	Dhadwara ward no- 7. Rehman
2	Name of the beneficiary	Sh. Rymal chand
3	Status of the house (completed/ in-use/ under-construction)	Complete.
4	Any Other	
5	Remarks of the Visiting Officer	People who are beneficiaries are happy with their scheme.

X. Soak pits/ Compost pits:

S. No	Particulars	Observations
1	Location of Soakpits/ compost pits	75/45
2	Name of the beneficiaries	Mustaf, Ahmad, Darshan Singh, Gaurab Parkash chand
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	45 completed
4	Any Other	
5	Remarks of the Visiting Officer	The concerned deptt needs to push their motivation/scheme for more construction

XI. Khidmatcenter / CSC:

S. No	Particulars	Observations
1	Location of Khidmatcenter/ CSC counter	Reportedly sanctioned at Dhadwara, to be started soon
2	No of online services provided by the CSC	Reportedly 15
3	No of persons approached for services	
4	Any Other	
5	Remarks of the Visiting Officer	

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	needs improvement
2	Transport	Good
3	Electricity	Good
4	Drinking water	average, needs to be given more attention
5	Cleanliness	good
6	Sports facility (Playground)	playground not available
7	Any Other	

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/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	organised.
	3. Local Folk programme / Show	skitt, Drama organised
	4. Discussions with PRI and Senior citizens	Yes.
B	5. Exhibitions	Yes
	Sports Activities	
	1. Sports Event	-
	2. Distribution of sports kit	organised
C	Inaugurations (If any)	-
	PMAY house	Yes 01
	Segregation Sheds	
	Amrit Sarovar	visited
	JJM Assets	-
	Compost/ Soak Pits	-
	PMGSY / MGNREGA works	Yes 01
	Any other	Yes 01
	Distribution of certificates	
	Self Employment Schemes	-
D	Land Pass books	-
	Any other	-
	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Yes, few cultural activities/ day with lectures, debates were organised in school in presence of Panchayat members, students & others for awareness generation

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Yes but at Low Pace.
2	Activities undertaken under the Theme (as per instruction manual)	Village Health Sanitation Committee meet organized, initiatives for segregation solid & liquid waste taken, SHG, provision to deserving candidates/Awar given.
3	Status of activities undertaken	very slow needs to be accelerated.
4	Visible impact of the Activities	less
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	-
6	How many activities of SDG have been covered under GPDP	-
7	Bottlenecks, if any, faced in the achievement of SDG Theme	-
8	Remarks of the Visiting Officer on the status SDG Theme	Panchayat & RDD needs to take specific steps for the success of SDG of the Panchayat.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	PMA 7 installments released and Public. (beneficiaries)	
2	Constructed 1.5 km. road.	
3	Road, community hall, & Transformer installed in P.T.	
4		
5		
B	Impact of B2V1 to B2V4	
1	Tractor Road from Ranesh Varna house to Rathan chand	Motor home completed
2	Community hall Constructed / Impacted	
3	Transformer installed at ward no- 5	
4	More than 10 FDP Poles received and installed in P.T.	There village itself
5	Public is happy that they have access to Govt in	
C	Challenges in the Panchayat	
1	Upgradation of MS Dhadwara to High School & its	Boundary wall required.
2	Road from Link Road Dhadwara to	
3	Mori Kundla w.no. 7 required	
4	Link Road Dhadwara to Mohalla Acharya w.no. 2 reqd.	
5	Road from Gouli to House of Sansi and others reqd.	
D	Suggestions if any	
1	To have their own road and playground in Panchayat.	
2	Tapped water connection to lift over	
3	Household must & should be given at the earliest	
4	Anant Sanova constructed in Panchayat	need to
5	be taken for further improvement to make it	
6	tourism worthy	

4. People are on an average not sick and belong to normal families. Therefore some sort of local village employment fairs/melas should be organised.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Social welfare
2	Agriculture
3	Banking Department
2	LEAST RESPONSIVE DEPARTMENTS
1	PWD
2	PDD
3	Irrigation

ii. FEEDBACK ON UT INITIATIVES

people are happy with the initiatives being taken by UT Govt and their grievances are addressed in time

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Dhadwara Lift station not completed yet even after a very long period. Needs to be commissioned immediately for public use.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Middle school Dhadwara (Wan Bhaddu) was demanded to be upgraded but not upgraded by HS yet.
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)	Few number of works demanded by Panchayat have been completed but a lot needs to be done in connection with upgradation of middle school, PMAY benefits to left out beneficiaries, road connectivity, tourism development, SDG achievement. However public is happy with the efforts made by Panchayat.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	7
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Certified that Visiting officer Sh. Jagtar Krishan Singh XEN Med. RTIC Kathua Stayed at Panchayat for two days on 9th & 10th November / 2023

Signature of Sarpanch

Signature of the Visiting Officer

Name.....

Name.....

JAGTAR KRISHAN SINGH
Executive E

Parvinder Kaur
Sarpanch
Panchayat Hatqua
Bhaddu Lower