

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023.

KEY FEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	Seeking details from the District team	- 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: • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work - Plans/ beneficiary lists: • 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: • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

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, Anganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc. 9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigrani, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JJM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. 12. Wherever possible, distribute employment letters for people selected under various government employments. 13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL toilets and payments CSCs & AMRIT SAROVARS. 14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved. 15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc. 16. Organize village-level cultural events to engage panchayat members. 17. Obtain a candid assessment about the performance of various depts, including fair feedback about discrepancies in functioning. 18. Open discussion on Nasha Mukht Abhiyan, corruption-free Panchayat, etc. 19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.
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GENERAL INSTRUCTIONS

1. The visiting officer shall spend at least three days in a Gram Panchayat to assess the details of the Gram Panchayat comprehensively.
2. He/She shall refrain from giving or offering any commitment on behalf of the government and shall adopt an unbiased attitude in reporting issues. As far as possible, his/her observation should be based on a fair and analytical view emerging from his/her interaction in the village.
3. He/She is going to the Panchayat as a planning officer, not for sanctioning any works or for making any commitments.
4. While preparing the Gram Panchayat development plan, he/she has to ensure that demands are prioritized and reflected under available schemes, wherever necessary the larger works are to be referred to administrative deptt under CSS/UT plans under intimation to DCs, and the rest of the works to DCs for reflecting it under district/CSS plans.
5. His/her work shall be hard-core planning and audit and is not a PR exercise.
6. Every Deputy Commissioner has to ensure that at least one RDD official (ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure the conduct of all activities as planned. Panchayat-wise orders need to be issued in advance.
7. The BDO has to ensure that Gram Sabha is held during the visit of the officer in the panchayat and uploaded on Vibrant Gram Sabha Portal.
8. The visiting officer should ideally carry his/her laptop to complete the reports at the Panchayat level itself and upload the final report, duly signed both by the Sarpanch and by the visiting officer on the www.jkpanchayat.jk.gov.in portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha 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 Nigamti, Beans, 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 distribution Village games	Ensure, verify, Participate in at least one game in the playground
Har Gaon Hariyali, Planta- tion drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is held
Dangal/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify

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 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 *Clean & Green Village*
2. STATUS OF WORKS UNDER THE FOLLOWING GOALS *Satisfactory*

1. Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste. *Soakage pit & Compost Pit*
- 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. *Mapping of forest is done*
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No
- v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials, and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures, and conservation of wetlands. *Yes, Various Awareness Camp held for driving plantation, no Plastic use*
- vi. Whether schools have started segregating waste. Yes/No
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No

2. Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? Yes/No
- ii. Do all the eligible individuals been provided the Golden Card? Yes/No *More than 80% covered*
- iii. Are all the Children being immunized as per the Schedule recommended by Govt. of India? Yes/No *Partially*
- iv. Are all the eligible individuals been vaccinated against COVID-19? Yes/No
- v. Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal check-ups? Yes/No
- vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? Yes/No

3. Water-sufficient village

- i. Do all the IHHs in the Gram Panchayat have water pipeline connections? Yes/No *About 50% covered*
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify *Soakage Pit*
- 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/Anganwadis have a toilet facility or not? Yes/No *All school having Toilet & few AWC*
- vi. Are all the toilets in the schools/Anganwadis functional or not? Yes/No *All school Toilet are functional but AWC all are not functional*
- 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 Anganwadis centers for pre-schooling? Yes/No
- ii. How many Bal Sabha's were organized in the Gram Panchayat.

Whether the issues raised by BalSabha are addressed during the Gram Sabha. Yes/No
Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/No

Do all the schools under the Gram Panchayat have separate toilets for girls and boys?
Yes/No *Not all but only one school has it*

5. Village with good governance

Is CSC located in the Gram Panchayat Bhawan or not? Yes/No
Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram Panchayat wall or not? Yes/No

Does the Gram Panchayat has its building or not? Yes/No

Is the Gram Panchayat office functional or not? Yes/No

Are the activities approved under the Jalqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No

Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No

6. Poverty-free and enhanced livelihood village

Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify

Have all the eligible households registered in PDS or not? Yes/No

Has Gram Panchayat provided space for Self-help Groups in PanchayatGhar for holding meetings or not? Yes/No

Have all the eligible households been registered for Pension or not? Yes/No *only few*

Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No

Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No

Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No

7. Socially secured village

Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No

Is Gram Panchayat Office Disabled Friendly or not? Yes/No

Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No

Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? Yes/No

Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No *Not all*

Are all the eligible households getting benefits from IAY or not? Yes/No *in progress*

8. Empowered Development in Village

How many MahilaSabha's were organized in the Gram Panchayat

Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/ No)

Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No)

Number of women beneficiaries headed households covered under PDS system. *(approx. 25)*

Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana

9. Self-sufficient infrastructure in the village



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

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. 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>Nil</i> iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. <i>Nil</i> v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. <i>Nil</i> vi. Implementation of FasalBeemaYojna (Crop Insurance) <i>Yes</i> vii. Issuing sanction letters for Insurance of the Cattle <i>Nil</i>
2	Rural Development Department	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/THHL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	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-UmatPortal 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	i. Number of Aadhaar Linked accounts under PMJDY, 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	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	i. Saturation of Golden Cards under PMUAY/ 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	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 Aanganwadi Beneficiaries Aadhar Seeded.

	vi. Number of BetiBachaoBetiPadhao events held. vii. Saturation of left out cases under disability pension, implants and tricycles etc. 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.
8 Forest, Ecology & Environment	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.
9 Tourism	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.
10 Culture Department	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.
11 Labour & Employment	i. Number of students covered under Nipun Bharat & Padega Bharat TabhiBadega Bharat ii. Identification of out of school Children and their enrolment. 03 iii. My School My Pride-Cleanliness and Maintenance drives to be organized. Yes 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. <i>Separate school Toilet 3 with separate 03</i>
12 School Education Department	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.
13 Higher Education	i. Organizing sports activities/games in every panchayat. ii. Distribution of sports kits. iii. Stadium / Flood Lights
14 Youth Services & Sports	i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized.
15 Transport	i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
16 Tribal Affairs	i. Distribution of Transformers. <i>All checked</i> a) Check Unique Number <i>All ok</i> b) Identify DTS with low oil and top oil <i>03 no. → project in RPS scheme</i> c) Identify DTS with load imbalance <i>03 no. → project in RPS scheme</i> d) Replace Non Standard fuses standard fuses. <i>Replaced</i> e) All pending electrical accidental claim cases to be resolved and disbursed. <i>None</i> f) Removal of damaged transformers. <i>Removed</i>
17 Power Development Department	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
18 Food, Civil Supplies and consumer affairs	i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of B2V4/MMP2 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.
19 Skill Development	

	v. 100% Implementation of Skill strengthening for Industrial value enhancement Scheme.
20	Cooperative i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. ii. Holding Awareness Camps iii. Registration of new cooperative societies.
21	Science & Technology i. Public awareness events (IEC) under Rooftop Solar Residential Sector. ii. Outreach and training of farmers for PM-KUSUM Scheme. iii. Installation of Stall for solar gadgets for mass awareness.
22	Public Works Department(R&B) i. Connectivity of left out habitations under PMGSY. ii. Safe audit and inspection of all roads. iii. All major roads pothole free in the district.
23	ARI Trainings i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management.
24	Mining i. Monthly monitoring of E-Challans. ii. Awareness programmes about illegal mining. iii. Grant of quarry licence. iv. Identification of new minor mineral blocks.
25	Disaster Management i. Number of grievances disposal of Relief Commissioner's Portal. ii. Training of 250 APDA MITRAS. iii. Training of volunteers under SDRF.
26	GAD i. Ensuring Biometric attendance. ii. Online portal for purchase of property by J&K Government employees. iii. Monitoring complaints through fixed line telephone grievance cell PUKAR. iv. Action against false complaints.
27	Jal-Shakti Department i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. ii. Smart Billing- Online collection of water charges. iii. Ease of water connection amendment in legal provisions. iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwadis 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.
31	Hospitality & Protocol ii. Eviction of unauthorized occupants. 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 JK 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.



6 to 16 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
2	Designation
3	Department
4	Place of posting
5	Mobile No
6	Email ID
7	Home District
8	Dates of visit

Dr. Ram Krishna
Assistant Professor
Dept. of Mathematics
G.G.M. Science College Jammu
9622096010
ram.krishna976@gmail.com
Kathua
10-11-2023 to 11-11-2023

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
2	Local Government Directory(LGD) code of the Panchayat
3	Name of CD Block
4	Name of Tehsil
5	Name of District

Asso
240831
Bani
Bani
Kathua

C. Panchayat Profile:

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

03
07
296 (As per 2011 Census)
1740 (As per 2011 Census)

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 booklets are handed over to the DC)

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	NARESH KUMAR	JAO	P	
2	Education	ROHESH CHANDER S. AGGARWAL	Master	P	
3	Food, Civil Supplies and Consumer Affairs				
4	Forest	RAVINDER KUMAR	Forest Guard	P	
5	Health and Medical Education	SURESH KUMAR	Pharmacist	P	
6	ICDS Department	SATYA DEVI	AWW	P	
7	Irrigation and Flood Control Department				
8	Jal Shakti Department				
9	Power Development Department	DARMAIZ SINGH	L/M	P	
10	Public Works Department	RAKESH KUMAR	Peon	P	
11	Revenue	MOHD HUSSAIN	Pathari	P	
12	Rural Development and Panchayat Raj	SURJEET SINGH	Grs	P	
13	Skill Development				
14	Social Welfare Department	USHA DEVI	NYC	P	
15	Youth Services and Sports Department	AMIT KUMAR	Pet	P	
16	Others	SHABIR AHMED	Asm	P	
17		SHAFIQ AHMED	Fulsub.	P	
18					
19					
20					

QUESTIONNAIRE FOR B2V5

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

1	Infrastructure of Panchayat Ghar						
a)	Govt building/private						
b)	New/need repair						
c)	Renovation/repair						
d)	Computer/printer						
e)	Internet						
f)	Telephone						
g)	Toilet (CSC/part of panchayat ghar)						
h)	Water						
i)	Electricity						
2	Educational Institutes						
a)	Kindergarten	02					
b)	Primary	03					
c)	Middle	04					
d)	High	Nil					
e)	Higher Secondary	Nil					
f)	College	Nil					
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Teacher vacancies	Govt Building/ Private Building		
		06	182	03	Govt Building		
				01	Govt Building		
4	Healthcare facility	No. of sub centers	No. of PHCs	No. of health & wellness centers	Govt Building/ Private Building		
		011	Nil	02	Private building		
		Nil					
		Nil					
		Nil					
		Yes					
		No					
		No					
5	Bank Branch (Y/N)						
6	Availability of ATM (Y/N)						
7	Khidmat center/ CSC (Y/N)						
8	Patwar Khana (Y/N)						
9	Village haat (Y/N)						
10	Playground (Y/N)						
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not			
12	Government offices- details, whether functional or not	No. of Govt Offices					
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization		
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Renovation of Baidhatahal					
15	Whether Panchayat assets captured on e-Gram Sampda App (Y/N)						
16	Number of Asset captured						
17	Please mention assets						
	1.						
	2.						
	3.						
	4.						
	5.						
18	List of Incomplete Buildings- names, year of construction	Name	Year of construction				
19	List of Underutilized Buildings- names	Name	Year of construction				
		Nil					
		Nil					

QUESTIONNAIRE FOR B2V5

Schedule-111 (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	109	109	-
2	Widow pension	Social Department	27	27	-
3	Disability pension	Social Department	14	14	-
4	Status under Stunting Mukh	Social Department	No data	-	-
5	Status under wasting Mukh	Social Department	No data	-	-
6	Equipment's provided to specially abled persons (implants, tricycles etc)	Social Department	10	10	-
7	Digital Services provided	IT / BDO / CSC			
8	Deah Kisan	Agriculture Department	Nil	Nil	Nil
9	Kisan credit card	Agriculture Department	305	184	Not interested
10	PM Kisan Samanvidhi	Agriculture Department	305	262	-
11	Employment Saturation (PMGSY, Tejayani, Muzikin, Mission Youth, Muzikis, etc)	Employment Department	Nil	Nil	Nil
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	223	133	Under Progress
13	JAM Implementation	3rd Shiksha Department	Nil	Nil	Nil
14	1. No of Household provided FHTC 2. Har Ghar 3rd village(s) certified (No.)	POO	270	170	Satisfaction Pending from Govt
15	PMAT - Gramin	RDO & PR			
16	SBM Gramin - HH functional (Household level)	RDO & PR	115	108	Not Available of Land
17	OCF Plus villages (No)	RDO & PR			
18	Targeted Sock pit completed	RDO & PR	11	9	Document Pending
19	JERUM: 1. Number of Self Help Groups formed 2. Number of Households involved	Revenue Department	50	908	
20	Land Passbook Saturation	Revenue Department	Nil	Nil	
21	Pending Mutations	Revenue Department	2730	2475	
22	Domicile Certificates	Revenue Department	No data		
23	Persons identified drug addicts	BDO / Sarpanch	Yes, Awareness Camp in Panchayat		
24	Awareness camps for de-addiction conducted	BDO / Sarpanch	No Person Rehabilitated		
25	Drugs Addicts rehabilitated	BDO / Sarpanch	1577	2343	Health not available and some delay
26	Golden Health Card under Ayushman Bharat	Health Department	30	22	
27	Jamari suraksha yojana	Health Department	0.11	0.11	Nil
28	Status under Anemia Mukh	Health Department	0.11	0.11	Nil
29	Status under Leprosy Mukh	Health Department	Nil	Nil	Nil
30	Number of Ayushman Mela organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	03	03	Nil
31	Number of Ayushman Sahas hold	School Department	Nil	Nil	Nil
32	Out of School Children brought to School	School Department	Nil	Nil	Nil
33	Number of students still out of School	School Department	Nil	Nil	Nil
34	Persons educated through bridge course	School Department	Nil	Nil	Nil
35	Household using clean cooking fuel (LPG)	PCS & CA			

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	HWC Bumba, HWC Kitoro
2	Type of building (Govt./ Private)	Private
3	Availability of Staff a) Doctor b) Paramedical	01- Pharmacist 02- FMPHW
4	No of patients attended during the month	110
5	Status of medicine availability	Adequate
6	Special medical camp held, if any	NO
7	Status of Immunization	Every month
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	22
10	Non- Institutional deliveries in Panchayat (Current Year)	07
11	Other	Nil
12	Remarks of the Visiting Officer	The Paramedical staff is working very hard in the Panchayat to provide basic health facilities to the village and insure 100% immunization and institutional deliveries.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	UPS Awo, UPS Kitoro, Dischal, Khadder, NPS mangia, Bumbia, Dischal
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff as per sanctioned strength	25
4	Enrolment of the School a) Boys / 82 b) Girls / 80	
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	The education department and school staff is providing education to student in a very efficient manner and by striving hard to take the student to higher fulfil their goals.

III. Anganwari Center:

S. No.	Particulars	Status
1	Location of Anganwari Center	Yes
2	Number of children enrolled a) Boys 99 b) Girls 834/182	
3	Status of Building (Private/ Govt.)	All building Private only one building are Govt
4	Availability of Helper/ worker	Yes one AWC in charge
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	NIL
12	Number of children wasted	NIL
13	Any Other	NIL
14	Remarks of the Visiting Officer	Overall assessment of AWC in Panclayat AWC is good All AWC are functional and staff is working very hard to provide Ration, nutrition to the children, pregnant ladies & missing mother.

IV. CAPD Store:

S. No.	Particulars	Status
1	Location of CAPD Store	NIL
2	Government / Private	-
3	Name of the dealer (In case of Private)	-
4	No of registered beneficiaries	-
5	No of beneficiaries drawing Ration from the store	-
6	Whether store is functioning through Aadhar biometric system	-
7	Whether record/register maintained in the store	-
8	Availability of ration	-
9	Any Other	-
10	Remarks of the Visiting Officer	The CAPD store is functioning good, There is no major Complaint from so all regarding CAPD store. The CAPD store ASSO is also attached with CAPD store which is currently located at Orabaf.

CAPD Davidi Orabaf which is currently located at Orabaf.

Bank / Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	NIL
2	No of Accounts in the branch	NIL
3	No of persons applied under various self-employment schemes	NIL
4	No of cases sanctioned under various self-employment schemes	NIL
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	NIL
6	Availability of ATM	NIL
7	Any Other	NIL
8	Remarks of the Visiting Officer	It is discussed that no banking is available in the Panchayat ASO and the locals have to go to Bank. Their Head quarter for all the banking service. There should be at least a extension counter in the Panchayat.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	On going 2023-24
2	Condition of Amrit Sarovar	New Const.
3	Details of repair undertaken, if any	NIL
4	Utilization of Amrit Sarovar	NIL
5	Any Other	NIL
6	Remarks of the Visiting Officer	Amrit sarovar is at in Panchayat ASO is newly maintained by R.D. till now no repair is required. Various functional like independence day flag hoisting is done at Amrit sarovar.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	NIL
2	Condition of Playground	NIL
3	Utilization of Playground	NIL
4	Any Other	NIL
5	Remarks of the Visiting Officer	There is no playground in Panchayat. It is a disamenity for child to play around in Panchayat ASO. So that children can participate in various sports activities. Also there

VIII. Patwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	
2	Government/ Private building	Panchayat ASO
3	Land passbook saturation	
4	Pending mutations	NIL
5	Any Other	NIL
6	Remarks of the Visiting Officer	The Patwarkhana is functioning in Panchayat ASO. Also people are taking benefits of land online Land passbook and other schemes like men's Zamindari men's rights.

PMAY HOUSE:		Particulars	Status
1	Location of PMAY house constructed		01
2	Name of the beneficiary	Veena Devi widow Rewal Kishan	
3	Status of the house (completed/ in-use/ under-construction)	Completed	
4	Any Other	Nil	
5	Remarks of the Visiting Officer	Overall the PMAY scheme is very well run by ROD and there is maximum completion of PMAY house	

I. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	01
2	Name of the beneficiaries	Jai Ram s/o Chandu
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	Nil
5	Remarks of the Visiting Officer	ROD is taking a very good steps to ensure maximum soak pit marking by locals to Central Potable.

II. Khidmatcenter / CSC:

Khidmatcenter / CSC:		Particulars	Status
1	Location of Khidmatcenter / CSC counter	Nil	
2	No of online services provided by the CSC	Nil	
3	No of persons approached for services	Nil	
4	Any Other	Nil	
5	Remarks of the Visiting Officer	At least CSC is at their top Bani and mo Khidmat Center in Panchayat ASO local goes to CSC for services.	

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	The Pgt. Also least connected by road. Connectivity only a few roads.
2	Transport	As time is very low, road connectivity only a few roads.
3	Electricity	The main source of transport is by road and manual transportation of material.
4	Drinking water	
5	Cleanliness	
6	Sports facility (Playground)	
7	Any Other	

- Electricity:** Although the Panchayat has 100% electricity availability but in some place it has been observed that becomes of lack of poles trees has been used as poles for wire which is very risky & food for local population. at Panchayat.
- Drinking water:** Good drinking water facility is available at local. maximum tap water connection are provided to local.
- Cleanliness:** in view of cleanliness it is observed that the Panchayat needs more focus towards cleanliness such as installation of dust bins and segregation of garbage.
- Sports facility (Playground):** There is no play ground in Panchayat ASO. There is a dire need for const. of play ground in Pgt. ASO. So that children can participate in various sports activities.

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	No
	2. Skits, Songs, Dramas	Yes
	3. Local Folk programme / Show	No
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	No
B	Sports Activities	
	1. Sports Event	Yes
	2. Distribution of sports kit	Yes
C	Inaugurations (If any)	
	PMAY house	Completed
	Segregation Sheds	Completed
	Amrit Sarovar	Nil
	UJM Assets	Nil
	Compost/ Soak Pits	Completed
	PMGSY / MGNREGA works	Nil
	Any other	Capex Budget
D	Distribution of certificates	—
	Self Employment Schemes	—
	Land Pass books	
	Any other	
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Yes

QUESTIONNAIRE FOR B2V5

Schedule-VI

(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No.	Particulars	Status
1	SDG Theme adopted by the Panchayat	Self sufficient infrastructure in the village
2	Activities undertaken under the Theme (as per instruction manual)	Yes
3	Status of activities undertaken	Const. of soak pit, PMAY House Children Park in the GP
4	Visible impact of the Activities	
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP	2
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Line Deptt. does not have enough expertise while prepared GDP at GP level
8	Remarks of the Visiting Officer on the status SDG Theme	

QUESTIONNAIRE FOR B2V5

Schedule-VII

(IMPACT OF B2V1 TO B2V4 PHASES)

Particulars	Status
1. Complaints/ Grievances addressed by the Administration	
1. Lack of Road Connectivity	
2. Repair of Canal from Dhawalla to Dhabal	
3. Poor mobile internet network	
4.	
5.	
1. Impact of B2V1 to B2V4	
1. Road connectivity recommendation has been sent to the higher authority	
2. Canal from Dhawalla to Dhabal has been repaired	
3. Mobile Tower has been installed in Kilore at Panchayat Asso	
4.	
5.	
1. Challenges in the Panchayat	
1. Lack of Road Connectivity	
2. Shortage of electricity poles	
3.	
4.	
5.	
1. Suggestions if any	
1. Play ground should be constructed in Panchayat Asso	
2. More dust bin should be installed for proper waste management.	
3. Link Road should be constructed in the unconnected wards of Panchayat.	
4.	
5.	

Overall assessment of the visit during B2V5 Phase

(10-11-2023 to 11-11-2023)

During two days visit to Panchayat Asso, Teh Bani Distt. Kathua in the capacity of visiting officer. I made the following assessment.

① The main problem faced by the resident of Asso is Road Connectivity only two wards out of 07 wards are partially connected to road that to via Bani - Dandi Ghatthu road, rest of the Panchayat is still unconnected to modern roads. The main means of transport are panning and mammual. More over, it is the utmost demand of the residents that the Panchayat gets road Connectivity.

2) The PDS store is working properly in the Panchayat. The online system of ration is distributed is followed.

Play Ground is not available in the Panchayat and in my observation, there should be atleast one play Ground in the Panchayat so that children can participate in sport activities. The NPS and UPS school in the Panchayat are functioning in Good Condition.

Suggestion: It is humble request to higher authority that the long pending demands of people from B2V, to B2V5 should be fulfilled, so that their tough life becomes easy and comfortable.

Rande
Visiting Officer
Panchayat Asso

(12-11)

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

BEST PERFORMING DEPARTMENTS	
1	RDD
2	EDUCATION
3	AGRICULTURE
LEAST RESPONSIVE DEPARTMENTS	
1	
2	
3	

II. FEEDBACK ON UT INITIATIVES

After the erstwhile state of J&K becomes UT there has been a great change in the functioning of various Departments initiative like Bv are at a most junctures as the govt is able to connect with people at the grass root level, and can now focus on solving the problems of the poorest populations of the country. Various schemes like Swachhata hi sawa, masi mitti mera desh, Azadi ka Amrit Mahotsav etc has bring the feeling of nationalisation and hygiene in rural population of india.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S.No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	NIL
2	Major/ urgent public demands that were/ were reflected earlier but have not been addressed so far:	Lack of Road connectivity
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)	
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	Yes

Signature of Sarpanch
Anita Devi
Name: Halga P.Y. Asso

Signature of the Visiting Officer

Name: D. Ram Krishna
Visiting Officer
Panchayat Asso