

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	<ol style="list-style-type: none">a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.inb. 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.c. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in / www.jkpanchayat.jk.gov.ind. 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 worke. Plans/ beneficiary lists:<ul style="list-style-type: none">• MGNREGA draft plan document for the year 2023-24.• List of Awaas+ beneficiaries alongwith IHHL Convergence• List of pension beneficiaries.• List of SHGs• List of agriculture scheme beneficiariesf. 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

Activity	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, 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 deptts, including fair feedback about discrepancies in functioning. 18. Open discussion on Nasha Mukht Abhiyan, corruption-free Panchayat, etc. 19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.
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GENERAL INSTRUCTIONS

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

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

SDG Theme & Goals

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. *In progress*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. *partially*
- 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. *concerned dept. needs to take action.*
- 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. *No*
- 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 *nearing saturation*
- 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 *almost*
- vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? Yes/No

3. Water-sufficient village

- i. Do all the IHHs in the Gram Panchayat have water pipeline connections? Yes/No
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify *Yes*
- 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
- ii. How many BalSabha's were organized in the Gram Panchayat. *2*

Suby
Dist. Officer

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

5. **Village with good governance**

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

6. **Poverty-free and enhanced livelihood village**

- i. Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify
- ii. Have all the eligible households registered in PDS or not? Yes/No
- iii. Has Gram Panchayat provided space for Self-help Groups in Panchayat Ghar 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 need to revisit
- vi. Are all the eligible households getting benefits from IAY or not? Yes/No

8. **Engendered Development in Village**

- i. How many Mahila Sabha's were organized in the Gram Panchayat 2
- 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. Yes
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana .

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

Visiting Officer

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No *water supply not available*
- ii. Whether the Disaster management plan is available at the GP Level (Yes/No) *Yes*
- iii. Whether child-friendly park with required facilities is available in GP (Yes/No) *Yes*
- iv. Whether the GP has easy access to Godown for storage (Yes/No) *Yes*
- v. Whether street lights are provided in public places for ensuring safety (Yes/No) *Yes*

Noting Officer

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.

		<ul style="list-style-type: none"> 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.
8	Forest, Ecology & Environment	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i. Organizing sports activities/games in every panchayat. ii. Distribution of sports kits. iii. Stadium / Flood Lights
15	Transport	<ul style="list-style-type: none"> i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized.
16	Tribal Affairs	<ul style="list-style-type: none"> i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
17	Power Development Department	<ul style="list-style-type: none"> i. Distribution of Transformers. <ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of B2V4/MTMP2 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. iv. 100% admission Polytechnic/ITI.

		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme.
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. ii. Holding Awareness Camps iii. Registration of new cooperative societies.
21	Science & Technology	i. Public awareness events (IEC) under Rooftop Solar Residential Sector. ii. Outreach and training of farmers for PM-KUSUM Scheme. iii. Installation of Stall for solar gadgets for mass awareness.
22	Public Works Department(R&B)	i. Connectivity of left out habitations under PMGSY. ii. Safe audit and inspection of all roads. iii. All major roads pothole free in the district.
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management.
24	Mining	i. Monthly monitoring of E-Challans. ii. Awareness programmes about illegal mining. iii. Grant of quarry licence. iv. Identification of new minor mineral blocks.
25	Disaster Management	i. Number of grievances disposal of Relief Commissioner's Portal. ii. Training of 250 APDA MITRAS. iii. Training of volunteers under SDRF.
26	GAD	i. Ensuring Biometric attendance. ii. Online portal for purchase of property by J&K Government employees. iii. Monitoring complaints through fixed line telephone grievance cell PUKAR. iv. Action against false complaints.
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. ii. Smart Billing- Online collection of water charges. iii. Ease of water connection amendment in legal provisions. iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwaris for potable water.
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. ii. Mechanism for monitoring of cases at district level. iii. Steps for decriminalization of laws.
29	Public Grievance	i. Satisfaction level for grievances redressal. ii. Assessment of perception of departments among public iii. Key issues of concern leading to grievances to be identified.
30	Estates Department	i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants.
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. ii. Capacity building/ training of the staff.
32	Floriculture Department	i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture.
33	Information Department	i. Training of the Departmental Officials in Media and Communications. ii. Launch of Musical Talents. iii. Organizing photograph competition under Badalta J&K for public.
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. ii. MSME registration on single window portal. iii. Registration of Artisans and weavers. iv. Training of youth in handicrafts and Handloom cooperatives. v. Achievements made under Vishwa Karma 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.



10-16 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	Farhad Siddique
2	Designation	EA/CAO
3	Department	JKIDC.
4	Place of posting	Srinagar.
5	Mobile No	9419170353
6	Email ID	Farhadch134@gmail.com.
7	Home District	Poonch.
8	Dates of visit	13/11/2023 / 14/11/2023

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	Khanetar Belachowana
2	Local Government Directory(LGD) code of the Panchayat	289/63
3	Name of CD Block	Poonch
4	Name of Tehsil	Haveli
5	Name of District	Poonch

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	1
2	No. of hamlets in the Panchayat	10
3	No. of households in the Panchayat	790
4	Population (approx) of the Panchayat	1915

Visiting Officer

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	Zulfiqar S/L	JALO	P	842079501
2	Education	Gulnaz Ahmed	Teacher	P	9172-795
3	Food, Civil Supplies and Consumer Affairs				9596902100
4	Forest	Sadrol H. Shah	Block officer	P	990629256
5	Health and Medical Education	Dr. Monica Sharma	FMPH	P	767715-83
6	ICDS Department	Zatoon Begum	Worker	P	9622052590
7	Irrigation and Flood Control Department				
8	Jal Shakti Department	Khushnood Ahmed	J/c w. supern	P	7006719869
9	Power Development Department	Mohd Shafique	P.D.O.	P	96220453
10	Public Works Department				
11	Revenue	Sar. Faraz Ahmed	Revenue	P	8803661
12	Rural Development and Panchayat Raj	Ajay Kumar	Account Asst. Panchayat	P	9149271572
13	Skill Development				
14	Social Welfare Department	Maham Fatima	C.T.	P	979741084
15	Youth Services and Sports Department	Jasbir Singh	DEM	P	7051077276
16	Others				
17	Animal Husbandry	Dr. Abineel Singh	V.A.S	P	8492885885
18	Election cell Skt.	Shamim Ahmed	B.L.O.	P	990630464
19					
20					

26 Health & Medical Education 1. Monika Sharma FMPH W P 9697051286
2. Shamida Begum AHA worker P 9797904559

27 Abid Hussain BLO Edu dept. Tr. P 979732201

28 Lead Bank Panch (PLCC) Mohd Afzal P 7006179480

29 Fk Bank - Farooq Ahmed (Branch head) P 7889888031

30 Sheep Husbandry - Rajeev Bali P 9622025876

31 SHG Rukana Firdos - P
Tazeem Akhtar - P
Tazeem Akhtar - P
Nasreen Koser - P

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Forest.	Name	Designation	Basis Dated. - 14-10-23	M.O. No.
② P.D.D	Sadavat H-shah	Block Forest Officer		9906292537
3. Education	① Mohd Jaleel	M/R		9596606199
-1 Sports Department	② Mohd Shafiqur	P.D.D. P.D.L		9622345288
5) Animal Husbandry	Muhammady Ahmed	Teacher		9596802100
	Jashir Syt	PEM		7051071276
6) Jal Shakeri (PHE)	Dr. Abineel Syt	V-AS		8492885885
7) Social Forestry	Khusheed Ahmed	SKW/supervisor		7006719569
Education dept. (B.L.G)	Mohd Younas	Guard		9797500483
Health	Abid Hussain	Teacher		9797822017
A/W/W	Monika Sharma	FCHPHW		9697251286
JKNRLM	Zatoun Begum	A/W/W		91622052590
JKNRLM	Tasneem Kouser	Com. Mob		8082339263
Agro culture	Yasmeen Kouser	Com. Mob.		7051765208
S.H.D	Kulbir Syt	JAEO		8492079501
	Rajeev Kumar Bel	IL/SA		9622025476

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	Govt Building			
	b) New/need repairs	need Repairs			
	II. Furniture (Y/N)	Yes			
	III. Computer/printer (Y/N)	Yes			
	IV. Internet (Y/N)	No			
	V. Telephone (Y/N)	No			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	No			
	VII. Water (Y/N)	Yes			
	VIII. Electricity (Y/N)	No			
2	Educational Institutes				
	a) Kindergarten	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	b) Primary	1	22	3	Govt Building
	c) Middle	2	72	6	Govt Building
	d) High	1	84	4	Govt Building
	e) Higher Secondary	1	439	18	Govt Building
	f) College	NIL			Govt Building
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building - 2 Private Building - 1
		3	88	1	
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		1	0	0	2/1
5	Bank branch (Y/N)	Yes			
6	Availability of ATM (Y/N)	Yes			
7	Khidmat center/ CSC (Y/N)	CSC Yes			
8	Patwarkhana (Y/N)	No			
9	Village haat (Y/N)	Yes			
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	
		1	2100	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		10	10		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
			Nv Masjid Jaba	Under Const.	NA
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	N/A			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)				
	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		
		Govt. Mis. Moori, P.S. Naka Jaba	2013-14, 2000-2001		
17	List of Underutilized Buildings- names	Name	Year of construction		
		Govt. Mis. Moori	2013-14		

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 Department Welfare	102	102	
2	Widow pension	Social Department Welfare	13	13	
3	Disability pension	Social Department Welfare	0	0	
4	Status under Stunting Mukht	Social Department Welfare	0	0	
5	Status under wasting Mukht	Social Department Welfare	0	0	
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	0	0	
7	Digital Services provided	Social Department Welfare	5	5	
8	Daksh Kisan	IT/ BDO/ CSC	404	200	will be adjusted in next batch.
9	Kisan credit card	Agriculture Department	460	460	
10	PM Kisan Sammanidhi	Agriculture Department	460	460	
11	Employment Saturation (PNEGP, Tejasvani, Mumkin, Mission Youth, Himmat, etc)	Employment Department			
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department			
13	JDM Implementation I. No of Household provided FHTC II. Har Ghar Jal village(s) certified (No.)	Jal Shakti Department	496	347	Sch. is still ongoing
14	No of Households electrified	PDD	496	347	- do -
15	PMAY- Gramin	RDD& PR	381	301	deficiency of Tar coal
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	213	40	Sanitation and just alls are pending
17	ODF Plus villages (No)	RDD& PR	64	64	
18	Targeted Sock pit completed	RDD& PR	485	48	
19	JKRLM: I. Number of Self Help Groups formed II. Number of Households Involved	RDD& PR	13	5	
20	Land Passbook Saturation	Revenue Department			
21	Pending Mutations	Revenue Department	495	325	Due to Migration of Land owners
22	Domicile Certificates	Revenue Department	Nil	Nil	
23	Persons Identified drug addicts	BDO/ Sarpanch	1831	1576	Not applied by applicant
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	0	0	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	0	3	
26	Golden Health Card under Ayushman Bharat	Health Department	0	0	
27	Janani suraksha yojana	Health Department	2530	2210	Adhar card not completed in next month.
28	Status under Anaemia Mukht	Health Department	43	33	
29	Status under Leprosy Mukht	Health Department	30	30	
30	Number of Ayushman Melas organized at Salth & Wellness centres /CHCs under Ayushman Bharat	Health Department	0	0	
31	Number of Ayushman Sabas held	Health Department	4	4	
32	Number of School Children brought to Schools	School Department Education	11	11	
33	Number of students still out of Schools	School Department Education	Nil	Nil	
34	Students educated through bridge courses	School Department Education	Nil	Nil	
35	Household using clean cooking fuel (LPG)	FCS & CA	790	610	Connections Pending.

Visiting Officer

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Sub Centre Khairat
2	Type of building (Govt./ Private)	
3	Availability of Staff a) Doctor b) Paramedical → 2 FMPHIN	
4	No of patients attended during the month	120
5	Status of medicine availability	
6	Special medical camp held, if any	4 Health Malar
7	Status of Immunization	Completed
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	No
10	Non- Institutional deliveries in Panchayat (Current Year)	No
11	Other	
12	Remarks of the Visiting Officer	Functional and Satisfactory Required Govt. Building.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	High School Khairat
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	24 - 18
4	Enrolment of the School a) Boys 249 b) Girls 190	
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	NA
11	Remarks of the Visiting Officer	need Renovation and a night Chowkidar and on Swacch required on regular Basis

Visiting Officer

III. Anganwadi Center

S. No	Particulars	Status
1	Location of Anganwadi center	Khanehara nu High School
2	Number of children enrolled a) Boys — 43 b) Girls — 28	
3	Status of Building (Private/ Govt.)	
4	Availability of Helper/ worker	Yes
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Yes
7	Availability of timely Ration	Yes
8	Availability of Functional toilet	Yes
9	Availability of tap connection	Yes
10	Availability of electricity connection	Yes
11	Number of children stunted	NO
12	Number of children wasted	NO
13	Any Other	NA
14	Remarks of the Visiting Officer	Continued Centre working nicely and all required things are functional.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Khanehara nu (Highschool)
2	Government / Private	
3	Name of the dealer (in case of Private)	Kiran Barla
4	No of registered beneficiaries	2100
5	No of beneficiaries drawing Ration from the store	1700
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	NA
10	Remarks of the Visiting Officer	Safe Factory is

Visiting Officer

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	
2	No of Accounts in the branch	Khanetara
3	No of persons applied under various self-employment schemes	1500
4	No of cases sanctioned under various self-employment schemes	11
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	10
6	Availability of ATM	10
7	Any Other	NO
8	Remarks of the Visiting Officer	NA
		Satis factory.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	
2	Condition of Amrit Sarovar	Nr Masjid Taba wno. 3
3	Details of repair undertaken, if any	under construction
4	Utilization of Amrit Sarovar	NO
5	Any Other	under construction
6	Remarks of the Visiting Officer	NA
		need to accelerate ongoing work.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	
2	Condition of Playground	Nr. H.S. Khanetara
3	Utilization of Playground	under construction
4	Any Other	
5	Remarks of the Visiting Officer	need of Proper Path and Protection work

VIII. Patwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	
2	Government/ Private building	
3	Land passbook saturation	
4	Pending mutations	
5	Any Other	not available
6	Remarks of the Visiting Officer	

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IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	Mr. Mayad Ehsan
3	Status of the house (completed/ in-use/ under-construction)	Nager Hussain Shah
4	Any Other	Under Construction
5	Remarks of the Visiting Officer	Not work is ongoing and satisfactory constructed

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	
2	Name of the beneficiaries	Khanfar Belochomara who. 6
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Malik Agram
4	Any Other	in use
5	Remarks of the Visiting Officer	Not functional and satisfactory.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	in Panchayat ehar Building.
2	No of online services provided by the CSC	not functional
3	No of persons approached for services	NIL
4	Any Other	Not
5	Remarks of the Visiting Officer	Not functional.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Unsatisfactory
2	Transport	Satisfactory
3	Electricity	Available But Infrastructure is not upto mark
4	Drinking water	Various Govt scheme are undergoing.
5	Cleanliness	Satisfactory
6	Sports facility (Playground)	Play ground is available and need some Boundary wall const.
7	Any Other	Protection wall around Flood Channel from Tandato high school

Visiting Officer

Req. to safe guard Panchayat Infra structure

QUESTIONNAIRE FOR B2V5 Schedule-V (AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	
	2. Skits, Songs, Dramas	—
	3. Local Folk programme / Show	—
	4. Discussions with PRI and Senior citizens	
	5. Exhibitions	Yes
B	Sports Activities	
	1. Sports Event	
	2. Distribution of sports kit	Volley Ball Match
C	Inaugurations (If any)	None
	PMAY house	
	Segregation Sheds	Yes
	Amrit Sarovar	—
	IJM Assets	—
	Compost/ Soak Pits	—
	PMGSY / MGNREGA works	Yes
	Any other	Yes
D	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	NO
	Any other	NO
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	NA

Awareness on Nashamukt Abriyan.

df
 Visiting officer

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Socially Just and Socially Secured village.
2	Activities undertaken under the Theme (as per instruction manual)	<ul style="list-style-type: none"> → widow Pension → Drug abuse Health and Nutrition → Community toilet construction → Issue related to migrant labour
3	Status of activities undertaken	→ on going
4	Visible impact of the Activities	→ Satisfactory
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	→ Yes
6	How many activities of SDG have been covered under GDP	→ 17
7	Bottlenecks, if any, faced in the achievement of SDG Theme	→ Funds availability and General awareness about SDC
8	Remarks of the Visiting Officer on the status SDG Theme	Satisfactory.

Yash
Visiting Officer

QUESTIONNAIRE FOR B2V5 Schedule-VII (IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A Demands/ Grievances addressed by the Administration		
1	→ Water Supply Infrastructure needs to be improved	
2	→ Electricity Infrastructure needs to be improved	
3	→ Roads Connectivity Infrastructure needs to be improved	
4	→ Skill development Centre should be opened in Pgt.	
5		
B Impact of B2V1 to B2V4		
1		
2		
3	Same Status.	
4		
5		
C Challenges in the Panchayat		
1	→ Road Connectivity/Infrastructure	
2	→ Electricity Basic Infrastructure	
3		
4	→ To Speed up ongoing work of Jal Shakti Scheme	
5	→ Safety against Natural Disaster eg floods.	
D Suggestions if any		
1		
2		
3	→ There Should be Proper Roads Infrastructure	
4	to Connect 4 Panchayats	
5		

→ Electricity is available in every household of concerned Panchayat But Lack of Basic Infrastructure like poles, required in Panchayats.

→ Demand of locals to upgrade Present Highschool in Higher Secondary School.

→
Voting Officer

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Rural Development Department.
2	Health and Educ.
3	Education - JK-NPLM.
2	LEAST RESPONSIVE DEPARTMENTS
1	Employment department.
2	Cooperative Department.
3	Post. & T.

II. FEEDBACK ON UT INITIATIVES

UT Govt. started Shiksha Kalyan work in all districts and all govt Scheme Central, and UT level are implemented in all panchayat in UT and Connectivity of roads and electricity, and yashashree Scheme are all working in panchayats.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	The whole Panchayat is Demanding the Road Infrastructure and completion of work.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	The Panchayat is depending on natural spring water and Demand of Panchayat to take up and speed up on govt work. Guided by PHE.
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)	6.5
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	It is certified that Mr Farhad Siddique Visiting Officers of PYT Bela Chokhana visited on 13 NOV 2023 12:00 PM to 1:00 PM. He stayed at Bela Chokhana and took Govt work.

Signature of Sarpanch

Name: Mohd Azad Gureshi

Signature of the Visiting Officer

Name: Farhad Siddique

MOHD AZAD GURESHI (Ex. BSF)
NAME: SARPANCH
PYT BELA CHOKHANA KHANETER

Visiting Officer

Handwritten signatures and text on the left side, including a large 'I' and 'V' shaped mark.

Handwritten signatures and text in the middle-left section, including a signature that appears to be 'J. S. S. C.'.

Handwritten signatures and text in the middle-right section, including a signature that appears to be 'Anil Kishore'.

Handwritten signature and text at the top right, including 'Anil Kishore'.

Handwritten text in the upper right, including 'M. S. D. A. Yed' and the date '13/11/2023'.

Handwritten signatures and text on the far right, including a signature that appears to be 'J. S. S. C.'.

Handwritten text in the lower middle, including 'M. S. D. A. Yed' and 'Land grant (P. S. C.)'.

Handwritten text in the lower right, including a signature and the date '14/11/2023'.

Handwritten signatures and text in the bottom middle, including a signature that appears to be 'Sheep husbandry'.

Handwritten text and a stamp in the bottom right, including 'Yasmeen Kousar JRLM' and a stamp from 'M. S. D. A. Yed'.

Overall Report of visiting officer

The meeting with the front line workers of various departments along with ^{the} honorable Sarpanch & Public Representative ^{PR representative} held on 13th and 14th and other Senior Person of Panchayats were held on 13th and 14th of November. Various works were inspected along with EHS, public and housing officer. The following observation and its discrepancies were experienced.

- 1 → The Common Service Centre (C.S.C) was not functional and so require an immediate person to look for extending benefits of various govt. schemes.
- 2 → The Jal Shakti Scheme needs to accelerate its work so that Tap water provided to every household of Panchayat.
- 3 → Highschool Khemtar needs to be upgraded as Higher Secondary school.
- 4 → Road from H.S to Etali khera Ban require its momentum.
- 5 → water supply not available in Panchayat should be immediately provided.
- 6 → Proper Infrastructure should be constructed against Natural Disasters.
- 7 → Electricity infrastructure needs to be improved.
- 8 → Skill Centre needs to be open in Pgt. for various unemployed youths.
- 9 → Educational Infrastructure needs to be improved.


Visiting officer
Farhad Siddique