

INSTRUCTION MANUAL FOR B2V5



Back²
Village⁵

Governance at doorsteps

7th to 16th NOVEMBER 2023.

KEYFEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	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 - Grants not received. • District Plan - • UT plan - • MGNREGA 18 ongoing • 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 nil • List of pension beneficiaries. 133 • List of SHGs 10 group. • 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

<p>Activity 2</p>	<p>Reach the Panchayat on day of visit.</p>	<ol style="list-style-type: none"> 1. To hold meetings with PRIs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure & implementation of Schemes as per Schedule 1A, 1B & Schedule-II. 2. Ensure that all front line workers of different deptts are present. 3. Ensure exhibition by different depts. about individual beneficiary schemes. 4. Inspect JKB/PSB counters/outlets. 5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity. 6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav. 7. Ensure saturation of <u>soil health card</u> 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, <u>cleanliness</u>, 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 Mukta 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 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 AapkiNigrani, Beams, Janbhagidari, Digital J&K
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/pro- jects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kits 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

AWARENESS GENERATION ABOUT FLAG SHIP SCHEMES

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

FLAG SHIP SCHEMES	
1. Ayushman Bharat- PMJAY	100% Achieved
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission	YES
3. PM Awas Yojana (Rural)	YES
4. PM Ujjawala Yojana	YES
5. PM Vishwakarma	YES
6. PM KisanSamman Nidhi	YES
7. Kisan Credit Card (KCC)	YES
8. PM Poshan Abhiyan	YES
9. Har Ghar Jal- Jal Jeevan Mission	YES
10. Survey of Villages and Mapping with improvised technology in Village areas (SVANMITVA)	YES
11. Jan Dhan Yojana	YES
12. Jeevan Jyoti Bima Yojana	YES
13. PM KUSUM Yojana	YES
14. Suraksha Bima Yojana	YES
15. Atal Pension Yojana	YES
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. **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 **YES**
- 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 **under process**
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No **NO**

2. Healthy village

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

3. Water-sufficient village

- i. Do all the IHHs in the Gram Panchayat have water pipeline connections? Yes/No **NO**
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify **SOAKAGE PITS CONSTRUCTED**
- iii. Do all the IHHs in the Gram Panchayat have toilets? Yes/No **YES**
- iv. Are all the IHHs toilets functional or not? Yes/No **YES**
- v. Do all the Schools/Anganwadicenters have a toilet facility or not? Yes/No **YES**
- vi. Are all the toilets in the schools/Aanganwadifunctional or not? Yes/No **YES**
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? Yes/No **NO**

4. Child-Friendly village

- i. Do all the children under the age of 0-6 years been enrolled in the Anganwadicenters for pre-schooling? Yes/NO **YES**
- ii. How many BalSabha's were organized in the Gram Panchayat. **01/many**

- iii. Whether the issues raised by BalSabha are addressed during the Gram Sabha, Yes/NO **YES**
- iv. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO **YES**
- v. Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No **YES**
5. Village with good governance
 - i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No **YES**
 - ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? Yes/No **YES**
 - iii. Does the Gram Panchayat has its building or not? Yes/No **YES**
 - iv. Is the Gram Panchayat office functional or not? Yes/No **YES**
 - v. Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No **NO**
 - vi. Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No **YES**
6. Poverty-free and enhanced livelihood village
 - i. Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify **YES**
 - ii. Have all the eligible households registered in PDS or not? Yes/No **YES**
 - iii. Has Gram Panchayat provided space for Self-help Groups in PanchayatGhar for holding meetings or not? Yes/No **YES**
 - iv. Have all the eligible households been registered for Pension or not? Yes/No **NO**
 - v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No **YES**
 - vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No **YES**
 - vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No **YES**
7. Socially secured village
 - i. Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No **YES**
 - ii. Is Gram Panchayat Office Disabled Friendly or not? Yes/No **YES**
 - iii. Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No **YES**
 - iv. Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? Yes/No **NO**
 - v. Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No **YES**
 - vi. Are all the eligible households getting benefits from IAY or not? Yes/No **YES**
8. Engendered Development in Village
 - i. How many MahilaSabha's were organized in the Gram Panchayat **YES**
 - ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/ No) **YES**
 - iii. Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No) **YES**
 - iv. Number of women beneficiaries headed households covered under PDS system. **11 (Eleven)**
 - v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana **22**
9. Self-sufficient infrastructure in the village

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

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	<ul style="list-style-type: none"> i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. YES ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). YES iii. Awareness about G.I. Tagging of agriculture crops. YES iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. YES v. Distribution of seedling and seeds including Rabi seeds, lavender seeds YES vi. Implementation of FasalBeemaYojna (Crop Insurance) YES vii. Issuing sanction letters for insurance of the Cattle YES
2	Rural Development Department	<ul style="list-style-type: none"> i. Establishment of AmritSarovar per Panchayat (Target/Achievement) NA ii. Saturation of all households in SHGs across all panchayats. - iii. Number of works verified and completed during B2V-I, II, III & IV. 01 iv. Achieving 100% social audit of PMAY. YES v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households PARTIALLY vi. Achieving PMAY/THHL Saturation. YES vii. Status of Drug Free/Corruption free Panchayats YES viii. Organizing of various sports events at the Panchayat level. YES
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. YES ii. Information campaign for popularization of "AapZameenAap Ki Nigrani". YES iii. Achieving saturation of land passbooks. 777 iv. Pending inheritance mutations to be completed. nil v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional) 1
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme. YES ii. Swachh Hospitals- Clean Toilets and Junk free premises. YES iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. YES iv. Screening of School Children. YES v. Awareness about screening of NCD (Non communicable disease). YES
7	Social Welfare	<ul style="list-style-type: none"> i. Geo-tagging of established Child Care Institutions. N.A. ii. Saturation of Old Age Pension ISSS/NSAP. - iii. Number of Disability Cards (UDID) digitized. nil iv. 500 Anaemia check-up camps to be conducted. NO v. Number of Aanganwari Beneficiaries Aadhar Seeded. 260

		vi. Number of BetiBachaoBetiPadhao events held. Nil vii. Saturation of left out cases under disability pension, implants and tricycles etc. viii. Awareness about Drug Mukht Panchayats. YES
8	Forest, Ecology & Environment	i. Plantation drives under "Har Gaon Haryali" program. YES ii. Conservation of water bodies. YES iii. Forest for Fodder. iv. "Green J&K drive" campaign. YES
9	Tourism	i. Identification & Registration of Home Stays. Nil 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. YES
10	Culture Department	i. Organizing school talent hunt competitions. YES ii. Cultural event at panchayat level under Har Din Tivhar. YES iii. Promotion of local artists by way of organizing KaviSamayan, Painting competitions etc. YES
11	Labour & Employment	i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fairs 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. YES iv. Holding of at least 200 Parent Teacher meetings per district. YES v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility.
13	Higher Education	i. Digital push for Open & Distance Learning (ODL) and online courses. YES ii. My college my pride (NashaMukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements. YES
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. NO representation team participated & sports awarded B2V5 ii. Distribution of sports kits. iii. Stadium / Flood Lights
15	Transport	i. Steps taken to reduce the occurrence of road accidents. YES ii. Cases under MUMKIN scheme to be finalized. YES
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes. - N.A. -
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. YES ii. Saturation of Aadhaar Seeded Ration Cards. YES iii. 100% grievance redressal to be ensured. YES iv. Awareness about the schemes of the Department YES
19	Skill Development	i. Training of left out SHG members registered with NRLM/Tribal Affairs. 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 YES 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. YES 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.	AM habitation corrected
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 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	ED. IMRAN ALI
2	Designation	ASSISTANT EXECUTIVE ENGINEER
3	Department	PMGSY KUPWARA
4	Place of posting	KUPWARA
5	Mobile No	7006691077
6	Email ID	esimsaanaali@gmail.com
7	Home District	SRINAGAR
8	Dates of visit	13 th of November to 14 th of November

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	RAWALPORA - B
2	Local Government Directory(LGD) code of the Panchayat	239409
3	Name of CD Block	QAZIABAD SUPERNAGRAMA
4	Name of Tehsil	QAZIABAD KRAL GUND
5	Name of District	KUPWARA

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	(02) GUNDCHABUTRA, MANGWALPORA
2	No. of hamlets in the Panchayat	05
3	No. of households in the Panchayat	451
4	Population (approx) of the Panchayat	3500

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	Hafeezullah Khan	PDL	Present	
2	Education	Shahzad At. Idris	PT	Present	
3	Food, Civil Supplies and Consumer Affairs	Ishfaq At. Mulla	FPSD	Present	
4	Forest	—	—	Absent	
5	Health and Medical Education	Dr. Sadaf	CHO	Present	
6	ICDS Department	Hakeema Begum	AWW	Present	
7	Irrigation and Flood Control Department	Nasir Mohd. Bhatt	W/S	Present	
8	Jal Shakti Department	Gh. Mohidin Khan	ALM	Present	
9	Power Development Department	Ferooz Ah Lone	LM	Present	
10	Public Works Department	Farooq Ah Lone Aqib Ah Lone	W/S W/S	Present	
11	Revenue				
12	Rural Development and Panchayat Raj	Gh. Hassan Dar	Panchayat Secretary	Present	
13	Skill Development	—	—	—	
14	Social Welfare Department	Jalinder Kaur	Const. Asst.	Present	
15	Youth Services and Sports Department	—	—	—	
16	Others Animal Husbandry	Gh. Hassan Hussain	VP	Present	
17					
18					
19					
20					


Naseer Ali Khan
 SARPUNCH
 P.O. No. Gurdaspur Panchayat (P)


 Visiting Officer
 Rawalpindi - B

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	New			
	II. Furniture (Y/N)	Y			
	III. Computer/printer (Y/N)	Y			
	IV. Internet (Y/N)	N			
	V. Telephone (Y/N)	N			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Y			
	VII. Water (Y/N)	Y			
	VIII. Electricity (Y/N)	Y			
2	Educational Institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	Nil	-	-	-
	b) Primary	4	133	8	Govt
	c) Middle	3	138	5	Govt.
	d) High	1	130	2	Govt.
	e) Higher Secondary	-	-	-	-
	f) College	-	-	-	-
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
4	Healthcare facility	No. of sub centers	No. of PHCs	No. of health & wellness centers	No. of Institute having Govt. building
		1	-	03	1
5	Bank branch (Y/N)	Y	-	-	-
6	Availability of ATM (Y/N)	Y	-	-	-
7	Khidmat center/ CSC (Y/N)	Y	-	-	-
8	Patwarkhana (Y/N)	Y	-	-	-
9	Village haat (Y/N)	Y	-	-	-
10	Playground (Y/N)	Y	-	-	-
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		3	-	-	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		-	-		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		-	-	-	-
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	2 Storey building near m/s		2005	
17	List of Underutilized Buildings- names	Community hall		Year of construction	
		Municipal park			
		ITC		late municipal park	

QUESTIONNAIRE FOR B2V5

Schedule-III

[STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT]

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET ELIGIBLE BENEFICIARIES / PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDING
1	Old Age pension	Social Welfare Department	136	106	
2	Widow pension	Social Welfare Department	11	05	
3	Disability pension	Social Welfare Department	33	22	
4	Status under Stunting Mukht	Social Welfare Department	-	-	
5	Status under wasting Mukht	Social Welfare Department	-	-	
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Welfare Department	1	1	
7	Digital Services provided	IT / BDO / CSC	-	YES (CSC)	
8	Daksh Kisan	Agriculture Department	-	-	
9	Kisan credit card	Agriculture Department	-	302	
10	PM Kisan Sammanidhi	Agriculture Department	-	241	
11	Employment Saturation (PHEGP, Tejaswani, Mumkin, Mission Youth, Himmat, etc)	Employment Department	-	-	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	
13	JSM Implementation	Jai Shakti Department	JSM ongoing		
	I. No of Household provided FHTC				
	II. Har Ghar Jal village(s) certified (No.)				
14	No of Households electrified	PDD	All houses electrified		
15	PMAY- Gramin	RDD & PR	106	42	Already Connected
16	SBM Gramin- IHHL functional (Household toilets)	RDD & PR	270	201	
17	ODF Plus villages (No)	RDD & PR	-	-	
18	Targeted Sock pit completed	RDD & PR	270	270	
19	JKRLM:	RDD & PR			
	I. Number of Self Help Groups formed		40	10	
	II. Number of Households involved		40	30	
20	Land Passbook Saturation	Revenue Department	-	-	
21	Pending Mutations	Revenue Department	15	7	
22	Domicile Certificates	Revenue Department	-	-	
23	Persons identified drug addicts	BDO / Sarpanch	- N/A.	-	
24	Awareness camps for de-addiction conducted	BDO / Sarpanch	YES	-	
25	Drugs Addicts rehabilitated	BDO / Sarpanch	- N/A.	-	
26	Golden Health Card under Ayushman Bharat	Health Department	1649	1600	Anchor does
27	Janani suraksha yojana	Health Department	32	10	
28	Status under Anaemia Mukht	Health Department	-	200	
29	Status under Leprosy Mukht	Health Department	-	-	
30	Number of Ayushman Melas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	4/mo	Achieved regularly	
31	Number of Ayushman Sabas held	Health Department	01	010	
32	Out of School Children brought to Schools	School Education Department	-	-	
33	Number of students still out of Schools	School Education Department	-	-	
34	Persons educated through bridge courses	School Education Department	-	-	
35	Household using clean cooking fuel (LPG)	FCS & CA	270	250	

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	HNC Gundchabotga
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff	
	a) Doctor	01
	b) Paramedical	01
4	No of patients attended during the month	130
5	Status of medicine availability	Available (80%)
6	Special medical camp held, if any	Yes
7	Status of Immunization	Once in a month
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	18
10	Non- Institutional deliveries in Panchayat (Current Year)	Nil
11	Other	
12	Remarks of the Visiting Officer	The building does not meet basic requirements like wash room/dump and Capacity not as per standards for Health & Wellness center.

II. Education Institutions:

S. No	Particulars	Status	
1	Name of Education Institutions	9 NO.	01 High School
2	Type of building (Govt./ Private)	Govt.	01 KG & 3
3	Availability of Staff as per sanctioned strength	NO.	03 UPS 04 PS
4	Enrolment of the School		
	a) Boys		
	b) Girls		
5	Availability of play ground	only in 02 schools.	
6	Availability of drinking water	in some schools	
7	Availability of electricity	in some schools	
8	Availability of functional toilets	Yes	
9	Activities undertaken under 'My School My Pride'	Yes	
10	Other	-	
11	Remarks of the Visiting Officer	Visited High School, 3 KGs and one primary school and all are complaining for compound walling.	

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Ground Chabutra
2	Number of children enrolled a) Boys b) Girls	122 111
3	Status of Building (Private/ Govt.)	02 Govt, 04 Rented
4	Availability of Helper/ worker	06 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	partially in some centers.
11	Number of children stunted	Nil
12	Number of children wasted	02. Nil
13	Any Other	
14	Remarks of the Visiting Officer	01 center at Gaximonalah notified under Court case since 15 years. and is not fully functional. necessary steps may be taken to shift this Anganwadi center.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Ponchikhal, Nambhal, Ground Chabutra
2	Government / Private	02 Govt, 01 Private.
3	Name of the dealer (in case of Private)	1st floor Ahmad mulla
4	No of registered beneficiaries	354,
5	No of beneficiaries drawing Ration from the store	354
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	CAPD stores working smoothly and sufficient ration available at the store.

V. Bank/ Extension counter:

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

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Nil
2	Condition of Amrit Sarovar	/
3	Details of repair undertaken, if any	
4	Utilization of Amrit Sarovar	
5	Any Other	
6	Remarks of the Visiting Officer	

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Gundehabokra pat.
2	Condition of Playground	Under construction.
3	Utilization of Playground	/
4	Any Other	
5	Remarks of the Visiting Officer	work going on satisfactorily.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Nil
2	Government/ Private building	/
3	Land passbook saturation	
4	Pending mutations	
5	Any Other	
6	Remarks of the Visiting Officer	

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Gundchabokra, notified, marginal pos.
2	Name of the beneficiary	28 in his year
3	Status of the house (completed/ in-use/ under-construction)	05 Completed, 23 under construction
4	Any Other	-
5	Remarks of the Visiting Officer	Till date 42 Pmay houses have been constructed in the Gundchabokra & parchayat overall satisfactory performance.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Gundchabokra, notified, marginal pos.
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	270 Soak pits } All completed. 58 Compost pit }
4	Any Other	-
5	Remarks of the Visiting Officer	Soak pit / Compost pit construction going on smoothly.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	CSC Counter Gundchabokra
2	No of online services provided by the CSC	742
3	No of persons approached for services	1605
4	Any Other	-
5	Remarks of the Visiting Officer	CSC counter at parchayat gha working smoothly with all equipments.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Good, Improvement required by way of mechanisation.
2	Transport	Average
3	Electricity	Average
4	Drinking water	Average
5	Cleanliness	Good
6	Sports facility (Playground)	Required near High school.
7	Any Other	-

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	Held
	2. Skits, Songs, Dramas	organised
	3. Local Folk programme / Show	organised
	4. Discussions with PRI and Senior citizens	held
	5. Exhibitions	—
B	Sports Activities	
	1. Sports Event	Held
	2. Distribution of sports kit	—
C	Inaugurations (If any)	
	PMAY house	inaugurated
	Segregation Sheds	visited
	Amrit Sarovar	N.A.
	JJM Assets	visited
	Compost/ Soak Pits	visited
	PMGSY / MGNREGA works	visited
	Any other	—
D	Distribution of certificates	
	Self Employment Schemes	Awareness held
	Land Pass books	Already issued
	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	Awareness held.

QUESTIONNAIRE FOR B2V5
Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Nil
2	Activities undertaken under the Theme (as per instruction manual)	/
3	Status of activities undertaken	
4	Visible impact of the Activities	
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	

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	people overall appreciated works executed	
2	under JIM flagship programmes and oars	
3	works executed by RDD & PwG department.	
4		
5		
B	Impact of B2V1 to B2V4	
1	inhabitants overall appreciated B2V2 -	
2	under which lights and transformers were	
3	installed.	
4		
5		
C	Challenges in the Panchayat	
1	unemployment	
2	Swachhata / cleanliness	
3	electricity	
4	Drinking water to enter skirts / patis	
5	macadamisation of roads.	
D	Suggestions if any	
1	1. Road namely Thokaspora to Zagsundi for which	
2	work is pending since last 1.5 years needs	
3	to be resumed by RDD department.	
4	2. Irrigation canal near Jamia Masjid and	
5	naik mohalla requires de-silting and	

3. Removal of encroachment.
3. Electric poles needs to be provided for 11 KV lines from mungwala to Gundhabara, which are otherwise laying temporarily at very low level.
4. PMS pipeline from Zagsundi to Nambal needs to be replaced.
5. Health & wellness center needs to be provided at pokhribal.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Health Department
2	RDD
3	Primary Department
2	LEAST RESPONSIVE DEPARTMENTS
1	Revenue Department
2	Forest Department
3	Horticulture Department

II. FEEDBACK ON UT INITIATIVES

people have appreciated overall initiative taken by Government in the form back to village programmes and other initiative to reach at grass root level.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer.	1. All Health & Wellness Centres without basic facilities 2. Higher Secondary School & other school without compound walling 3. play ground not available in GP.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far.	1. Compound walling not done so far for Hts schools and other primary schools.
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)	The panchayat overall needs to be upgraded.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	6
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	certified

Signature of Sarpanch
Naseer Ah. Khan
Name **SARPANCH**
Pvt. Hq. Gundachoccha Ramnigora

Signature of the Visiting Officer
to 14/01/20
Name.....