

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023

EDV INITIATIVE

- 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.	a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in 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. c. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in / www.jkpanchayat.jk.gov.in d. 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 e. Plans/ beneficiary lists: • MGNREGA draft plan document for the year 2023-24. • List of Awaaz+ beneficiaries alongwith HHIL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries f. Lists of beneficiaries for: • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

Activity	Reach	the
2	Panchayat on day of visit.	
		1. To hold meetings with PRs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure & Implementation of Schemes as per Schedule-I A, B & 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 IKR/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 AyushmanBharat. 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, ParwarKhana etc. 9. Inspect Khabmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhigdar, Aapki Zamin Aapki Nigam, Digital J&R, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost Sanp pits, JIM, 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, MHM toilets and payments CSC's & 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 Mukt Abhiyan, corruption-free Panchayat, etc. 19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.

GENERAL INSTRUCTIONS

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

FIELD VISIT

Locality	Purpose
Khidmat Centres	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin Aapki Dikgari, Beams, Janbhogdari, Digital J&K
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/projects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify, Participate in at least one game in the playground
Har Gaon Hariyali, Plants- 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 Jeevan Mission verification- WSS/ISD Electricity supply	Verify

AWARENESS GENERATION ABOUT PLACESHIP SCHEMES

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

PLACESHIP SCHEMES

1. Ayushman Bharat- PMJAY
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission
3. PM Awas Yojana (Rural)
4. PM Ujjwala Yojana
5. PM Vishwakarma
6. PM Kisan Samman Nidhi
7. Kisan Credit Card (KCC)
8. PM Poshan Abhiyan
9. Har Ghar Jal- Jal Jeevan Mission
10. Survey of Villages and Mapping with improvised technology in Village areas (SVANMITVA)
11. Jan Dhan Yojana
12. Jeevan Jyoti Bima Yojana
13. PM KUSUM Yojana
14. Suraksha Bima Yojana
15. Atal Pension Yojana

ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS

1. Enrolment in Eldavya Model residential school
2. Scholarship schemes
3. Forest Rights Title: Individual and Community Land
4. Van Dhan Vikas Kendra: Self Help Groups

SDG Implementation

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 - NIL [b] SW segregation shed of GP
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas - NIL
- 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, by concerned department
- 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. - NIL
- vi. Whether schools have started segregating waste Yes/No ✓
- vii. Whether schools have their own compost/sewage 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 Need to maintain Record
- ii. Do all the eligible individuals been provided the Golden Card? Yes/No upto 95%
- iii. Are all the Children being immunized as per the Schedule recommended by Govt. of India? Yes/No
- 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 ✓
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify - No, only 35% soak pits completed
- 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/Anganwadi functional 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 Only children of 03 wards where these Anganwadi centers operate
- ii. How many Bal Sabha's were organized in the Gram Panchayat. NIL

- iii. Whether the issues raised by Mahila Sabha 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 Taluka 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 ✓
 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 - Nil ✓
 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 - ✓
 v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matruva Vandana Yojana - 15 No. in 63 Kards out of 07 Kards ✓
9. Self-sufficient infrastructure in the village

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

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	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 Fasal Beema Yojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	i. Establishment of Amrit Sarovar per Panchayat (Target/Achievement) ii. Saturation of all households in SHCs across all panchayats. iii. Number of works verified and completed during BZV-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	i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagida & E-Unnat Portal 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 Aachar Linked accounts under PMJJY, PMSBY, APY & PMUDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. iii. Setting up of counters by Banks at Panchayat level for verification, Sanctioning and disbursement of cases and also accepting fresh application under all individual subsidy schemes. iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	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 "Aap Zameen Aap Ki Nigraani". 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 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	i. Geo-tagging of established Child Care Institutions. ii. Saturation of Old Age Pension TSSS/NSAP. iii. Number of Disability Cards (UDID) digitized. iv. 500 Anaemia check-up camps to be conducted. v. Number of Aanganwari Beneficiaries Aadhar Seeded.

		vi. Number of BetiBachaoBetiPadhao events held. vii. Saturation of left out cases under disability pension, implants and tricycles etc. viii. Awareness about Drug Mukht Panchayats.
8	Forest, Ecology & Environment	i. Plantation drives under "Har Gaon Haryali" program. ii. Conservation of water bodies iii. Forest for Fodder iv. "Green J&K drive" campaign.
9	Tourism	i. Identification & Registration of Home Stays. ii. Providing support for tourism activities under village cooperatives. iii. Promotion for augmenting the tourist inflow. iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. v. Plastic free tourism destinations.
10	Culture Department	i. Organizing school talent hunt competitions. ii. Cultural event at panchayat level under Har Din Tivhar. iii. Promotion of local artists by way of organizing KaviSamaylan, Painting competitions etc.
11	Labour & Employment	i. Registration of Job Seekers 50 per District. ii. Organizing of one Job 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. iv. Holding of at least 200 Parent Teacher meetings per district. v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility.
13	Higher Education	i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (NashaMukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements.
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. ii. Distribution of sports kits. iii. Stadium / Flood Lights
15	Transport	i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized.
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
17	Power Development Department	I. Distribution of Transformers. a) Check Unique Number b) Identify DTS with low oil and top oil c) Identify DTS with load imbalance d) Replace Non Standard fuses standard fuses. e) All pending electrical accidental claim cases to be resolved and disbursed. f) Removal of damaged transformers.
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fare price shops. ii. Saturation of Aadhaar Seeded Ration Cards. iii. 100% grievance redressal to be ensured. iv. Awareness about the schemes of the Department
19	Skill Development	i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of B2V4/M7MP2 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 (TEC) 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	Jai-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 Jaljeewan 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. 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-T (A)_{inc}
(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Sanjay Rathore
2	Designation	Divisional Officer
3	Department	Pollution Control Committee
4	Place of posting	Ramban
5	Mobile No.	7889912030
6	Email ID	rathore.sanjay.631@gmail.com
7	Home District	Dehra
8	Dates of visit	8.11.2022 to 9.11.2022

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	Pinglogga
2	Local Government Directory (LGD) code of the Panchayat	289221
3	Name of CD Block	URPAL
4	Name of Tehsil	Pogal - Darnistan
5	Name of District	Ramban

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	07
3	No. of households in the Panchayat	380
4	Population (approx) of the Panchayat	

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 book is handed over to the DC)

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Sh. Anwar Ghandotra	AEO Alimbasa	Present	on 8/11/2023
2	Education				
3	Food, Civil Supplies and Consumer Affairs				
4	Forest	Sh. Karanjit Singh	Forest Guard	Present	
5	Health and Medical Education				
6	ICDS Department	Shri. Mahida Parveen	Supervisor	Present	on 8/11/2023
7	Irrigation and Flood Control Department				
8	Jal Shakti Department	Sh. Asad Singh	Line man	Present	
9	Power Development Department	Sh. Pyan Singh	Electrician	Present	
10	Public Works Department	Sh. Kulbir Singh	Line man	Present	
11	Revenue	Sh. Nayeem Akhtar Butt	D.O. Teh. office Ukral	Present	on 8/11/2023
12	Rural Development and Panchayat Raj	Sh. Mohd. Asif	GRS	Present	
13	Skill Development				
14	Social Welfare Department				
15	Youth Services and Sports Department				
16	Others				
17	Animal Husbandry	Sh. Mohd. Ali	Sh. Vaf. Pharmacist	Present	on 8/11/2023
18	Fisheries Deptt.	Sh. Pawan Singh	Guard	Present	on 8/11/2023
19					
20	JK Bank Ukral	Sh. Nagendra Kumar	Branch Manager	Present	on 8/11/2023

QUESTIONNAIRE FOR B2V5

Schedule-II

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

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	Private. On Rent of Baisan			
	b) New/need repairs	N/A			
	II. Furniture (Y/N)	Yes			
	III. Computer / printer (Y/N)	No			
	IV. Internet (Y/N)	No			
	V. Telephone (Y/N)	No			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	No			
	VII. Water (Y/N)	No			
	VIII. Electricity (Y/N)	No			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	NIL			
	b) Primary	04	197	1816	one school in Pk. Building at 10 office.
	c) Middle	NIL			
	d) High	01	277	8	Govt Building
	e) Higher Secondary	NIL			
	f) College	NIL			
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		03	81		Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of Health & wellness centers	No of Institute having Govt. building
		01	NIL	NIL	01
5	Bank branch (Y/N)	NO			
6	Availability of ATM (Y/N)	NO			
7	Khidmat center / CSC (Y/N)	No			
8	Patwarkhana (Y/N)	No			
9	Village host (Y/N)	NO			
10	Playground (Y/N)	No			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		03	342	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		NIL			
13	Amrit Sarovers - details, location, condition	Details	Location	Condition	Utilization
		NIL (Not constructed)			
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Not Notifiable			
15	i. Whether Panchayat assets captured on e-Gram Sampda App (Y/N)	No			
	ii. Number of Asset captured	N/A			
	iii. Please mention assets				
	1.	/			
	2.	/			
	3.	/			
	4.	/			
	5.	/			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		GPAS Banjara White Pinnate	2019-20		
17	List of Underutilized Buildings- names	Name	Year of construction		
		NIL			

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 Department Welfare	15	15	Sec. information provided
2	Widow pension	Social Department Welfare	04	04	by TSHD
3	Disability pension	Social Department Welfare	10	10	
4	Status under Standing Mukh	Social Department Welfare	Not Target	Normal Enrollment	As per Inf. provided
5	Status under washing Mukh	Social Department Welfare	No Target	Normal Enrollment	by supervisor
6	Equipment's provided to Specially abled persons (implant, tricycles etc)	Social Department Welfare	NIL		ICDS.
7	Digital Services provided	IT/ DDO/ CSC	1028	1028	[Online Services]
8	Kisan Kisan	Agriculture Department	NO Entry	From Database	As per Inf. provided by ARs
9	Kisan credit card	Agriculture Department	137	121	Rest not Eligible.
10	PM Kisan Samman Nidhi	Agriculture Department	137	121	
11	Employment Situation (PMEGP, Tehsil, Munkir, Mission Youth, Minirav, etc)	Employment Department	NIL. As per Inf. provided by AS & Employment office		
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	NIL [No Rep. of Dept. present]		
13	33M Implementation	Jal Shakti Department	200 old connections. No of 33M works under progress so new connections to be provided after completion of works		
	i. No. of Household provided F.H.C.				
	ii. Bar Ghnr Jal Village(s) certified (No.)				
14	No. of Households electrified	PEO	386	380	
15	PMAY- Gramin	RDS & PR	203	203	
16	SBM Gramin- LHM (functional) Household Toilets	RDS & PR	No Target	180	
17	ODF Plus villages (No)	RDS & PR	01	01	
18	Targeted Stock pit completed	RDS & PR	112	98	Estimation of Rest to be done
19	JRRM	RDS & PR			
	i. Number of Self Help Groups formed		50	10	Locals not interested / refused
	ii. Number of Households involved		200	120	
20	Land Passbook Saturation	Revenue Department	480	197	Correct Record kept.
21	Pending Mutations	Revenue Department	24	24	
22	Domicile Certificates	Revenue Department	1300	1000	Rest not applied
23	Persons identified drug addicts	BDO/ Sarpanch	NIL		
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	03	03	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	NIL		
26	Golden Health Card under Ayushman Bharat	Health Department	2732	2622	NOT APPLIED / NO NO. IN PRF
27	Daman suraksha yojana	Health Department	68	68	
28	Status under Arthritis Mukh	Health Department	1516	1140	Some Beneficiaries refused for the Testing
29	Status under Leprosy Mukh	Health Department	0	0	
30	Number of Ayushman Melas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	16	16	
31	Number of Ayushman Sabas held	Health Department	01	01	
32	Out of School Children brought to Schools	School Department Education	No Target	NIL	Left out students
33	Number of students still out of Schools	School Department Education	No Target	NIL	If any not willing to join School.
34	Persons educated through village centres	School Department Education	NIL	NIL	
35	Household using clean cooking fuel (LPG)	FCS & CA	350	342	

QUESTIONNAIRE FOR B2V5

Schedule-IV

(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Sub-Center Bassen
2	Type of building (Govt. / Private)	Govt.
3	Availability of Staff a) Doctor b) Paramedical	a) 01 b) 02
4	No of patients attended during the month	64
5	Status of medicine availability	Available
6	Special medical camp held, if any	No
7	Status of Immunization	Done as per routine
8	Participation of health worker in Village Health and Nutrition Day	Participated
9	Institutional deliveries in Panchayat (Current Year)	No record, Not done in Sub-center
10	Non-Institutional deliveries in Panchayat (Current Year)	03
11	Other	NIL
12	Remarks of the Visiting Officer	BKW needs to be segregated, treated & disposed as per BKWM, Rules well.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	GHS Gurnath, GPS Kothiyari, P.S. Banjari, GPS Bassen and GPS Nagtra
2	Type of building (Govt. / Private)	01 No. of GPS Negative
3	Availability of Staff as per sanctioned strength	16 out of 24
4	Enrolment of the School a) Boys b) Girls	a) 190 b) 234
5	Availability of play ground	Small ground in GHS Gurnath only
6	Availability of drinking water	Yes, Available
7	Availability of electricity	Available
8	Availability of functional toilets	Available
9	Activities undertaken under 'My School My Pride'	Activities done
10	Other - Building of GPS Bassen damaged, the students & staff of Handing GPS Gurnath	
11	Remarks of the Visiting Officer	Vacant posts of staff needs to be filled and damaged buildings needs repair/ maintenance

III. Anganwadi Center:

S. No.	Particulars	Status
1	Location of Anganwadi center	Bassan, Lower Bassan And Banjuni
2	Number of children enrolled a) Boys b) Girls	9) 42 5) 39 In 0-6 years Age Group.
3	Status of Building (Private/ Govt.)	All Pvt.
4	Availability of Helper/ worker	Available
5	Maintenance of record of children	Maintained
6	Availability of sufficient ration	Available
7	Availability of timely Ration	Available
8	Availability of Functional toilet	Available
9	Availability of tap connection	Available
10	Availability of electricity connection	Available
11	Number of children stunted	Normal Enrolment
12	Number of children wasted	Normal Enrolment
13	Any Other	Working women- 4, 7 pregnant women- 6.
14	Remarks of the Visiting Officer	Need to focus on the personal Hygiene of the children also.

IV. CAPD Store:

S. No.	Particulars	Status
1	Location of CAPD Store	Pingloa, Banjuni And Baranthal [3 No. stores]
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Sh. Mushtaq Ahmed
4	No of registered beneficiaries	342
5	No of beneficiaries drawing Ration from the store	320
6	Whether store is functioning through Aadhar biometric system	Yes [95%]
7	Whether record/register maintained in the store	Yes
8	Availability of ration	Available, Dumping being done upto March-2024
9	Any Other	
10	Remarks of the Visiting Officer	For better connectivity, the dealer need to provide broadband/ wi fi facility.

V.

Bank/ Extension counter:		
S. No.	Particulars	Status
1	Location of Bank/ Extension counter	No Bank Branch/ Extension counter in Panchayat
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	Not Available
7	Any Other	
8	Remarks of the Visiting Officer	No data regarding cases sanctioned under self employment schemes provided by visiting JAL Bank official. However, recommended for opening of ATM in the Panchayat.

VI.

Amrit Sarovar:		
S. No.	Particulars	Status
1	Location of Amrit Sarovar	No Amrit Sarovar constructed in Panchayat
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	Amrit Sarovar if constructed would be useful.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	No Playground in Panchayat
2	Condition of Playground	
3	Utilization of Playground	
4	Any Other	
5	Remarks of the Visiting Officer	One playground is required in the Panchayat although topography of Panchayat is very steep/hilly.

VIII. Patwarkhana:

S No	Particulars	Status
1	Location of Patwarkhana	No Patwarkhana in Panchayat
2	Government/ Private building	
3	Land passbook saturation	
4	Pending mutations	
5	Any Other	
6	Remarks of the Visiting Officer	The revenue department needs to look into the requirement if any is there.

IX. PMAY houses

S. No.	Particulars	Status
1	Location of PMAY house constructed	Pingloge Ward No.3
2	Name of the beneficiary	Sh. Beer Singh
3	Status of the house (completed/ in-use/ under-construction)	Completed
4	Any Other - PMAY or Awas Yojana	Beneficiaries not getting information, by PWS
5	Remarks of the Visiting Officer	There are about 200 No. of houses constructed/ under construction under PMAY in addition to above in the Panchayat as per info provided by GRS (Rat).

X. Soak pits/Compost pits:

S. No.	Particulars	Status
1	Location of Soakpits/ compost pits	Commonly compost pit in Ward No.3 Pingloge
2	Name of the beneficiaries	List Enclosed
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	35 Soak pits completed, 61 under construction Total 96 01 No. Compost pit completed out of 03 No.
4	Any Other	
5	Remarks of the Visiting Officer	Most of Soak pits found filled & not in use, no connection of grey water done. Some found made at higher elevation (bedding)

XI. Khidmatcenter / CSC:

S. No.	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	No Khidmat Center in Panchayat
2	No of online services provided by the CSC	
3	No of persons approached for services	
4	Any Other	
5	Remarks of the Visiting Officer	One Khidmat-center is required in the Panchayat

XII. Observation of field officer on basic amenities:

S. No.	Particulars	Observations
1	Connectivity Road - Ukand	Sensitively PMGSY Road Recently
2	Transport	Only post - Transport operational
3	Electricity	Available to all households
4	Drinking water	Available
5	Cleanliness	Mostly clean
6	Sports facility (Playground)	No Playground
7	Any Other	Nil

Blackboard & ice
PWS has connectivity

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAUGURATION)

EVENTS / AWARENESS / INAUGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	NIL
	2. Skits, Songs, Dramas	NIL
	3. Local Folk programme / Show	NIL
	4. Discussions with PRI and Senior citizens	Discussion held with Panchayat Pradhan
	5. Exhibitions	NIL
B	Sports Activities	
	1. Sports Event	Kho-Kho game was held in GPS Gurdah which was also attended by
	2. Distribution of sports kit	NIL
C	Inaugurations (If any)	
	PMAY house	Inaugurated house of Sh. Beer Singh at W. No-3 Dimgla.
	Segregation Sheds	Not done as KWS under construction.
	Amrit Sarovar	No Amrit Sarovar in Dimgla.
	TIM Assets	Not done as still Assets under construction/operation.
	Dumpest/ Soak Pits	Community Compost pit at W. No-3 Dimgla.
	PMGSY / MGNREGA works	NIL
	Any other	NIL
D	Distribution of certificates	NIL (No certificate provided by any deptt)
	Self Employment Schemes	NIL (Not provided by any deptt)
	Land Pass books	NIL (Not provided)
	Any other	NIL
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat (Mobile Van) and Flagship Schemes given in the instruction manual	Done, Nasha Mukt Bharat and Corruption Free pledges taken with Panchayat officials present, Staff and students of GPS Gurdah.

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Healthy Village
2	Activities undertaken under the Theme (as per instruction manual)	- Motivation of Inhabitants for Registration of Golden Cards - Motivation/Education to parents to get children immunized - Motivated Inhabitants for Covid Vaccination - Motivation to Pregnant Women for Prenatal checkups
3	Status of activities undertaken	As above
4	Visible impact of the Activities	About 90% Inhabitants have Golden Cards, Timely Immunization of children, Covid vaccination of Inhabitants and
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Maximum Institutional deliveries. - Yes -
6	How many activities of SDG have been covered under GDP	NIL
7	Bottlenecks, if any, faced in the achievement of SDG Theme	No such bottleneck faced.
8	Remarks of the Visiting Officer on the status SDG Theme	The regular meetings of the PZC Members with stakeholders needs to be done and Record of such meetings and their Out-Come needs to be recorded/ maintained.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	The Panchayat has good Road Connectivity [Ukhal - Serpalah Road] which is recently blacktopped. Foot paths are there for internal connectivity of wards.	Water left of road
2	No. of JIM works in progress which will provide tap water connections to each enclosed house.	
3	Wooden Electric poles replaced.	
B	Impact of B2V1 to B2V4	
1	The Panchayat topography is hilly with steep slopes has good water supply.	Water left of road
2	Good Connectivity with rest part of District.	
3	Old wooden poles replaced.	
4	Implementation of the Govt. schemes on ground.	
5	JIM works in progress for better water availability to households.	
C	Challenges in the Panchayat	
1	No Govt. office in Panchayat. People have to travel to Ukhal for getting services.	
2	The topography is hilly with steep slopes so availability of suitable land for playgrounds, internal road connectivity is less.	
3		
4		
5		
D	Suggestions if any	
1	- Govt. offices, Bank Branch / Kiosk center, CSC + Play ground need to be opened / constructed.	
2	- The Panchayat need to have strong building / infrastructure.	
3	- The Panchayat need to hold regular meetings involving Gram Sabha regarding various Govt. schemes / Activities + maintain record.	
4	- The Panchayat falls enroute to famous tourist place "Saravali" so a number of View points / Halt points can be built alongside road where tourist can stop and enjoy natural beauty around and local can open small food stalls / Eat points.	
5	- It is also suggested that Fire + Emergency station at Ukhal may be opened which can cover the nearby panchayats of the Block. In case of fire incidents to prevent damage to the life and properties.	
	- Organisation of Camps by different stakeholder departments on regular basis in the Panchayat to create awareness about different Govt. schemes + provide services if there are constraints in opening of different Govt. offices in Panchayat.	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS	
1	CAD
2	Tel. Shiksha
3	POO
2. LEAST RESPONSIVE DEPARTMENTS	
1	Sheep Husbandry
2	Animal Husbandry
3	Horticulture

II. FEEDBACK ON UT INITIATIVES

As discussed with the PZ members ~~present~~ and people met across the Panchayat, they are happy with the initiatives taken up by the UT Administration, various Odhoo schemes and works taken up by Govt & good public responsiveness.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	PMAY and Awas Yojana beneficiaries not getting MCN/REGA payments due to technical error in the portal of PDS in case of newly formed Panchayats. For the last 02 years last year PZ =
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far.	1. Panchayat Ghar not constructed 2. Bank/ATM/CSC/Khidmat Center not opened in Panchayat. 3. Staff and Infrastructure not adequate in 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)	General public getting benefits of most of the schemes of Govt but needs awareness/outreach by Stakeholder & Subscribers. A CSC/Khidmat Center and an ATM needs to be opened. Adequate staff in GMS and Govt Transport Service needs to be provided.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10).	- 06 -
5	Certificate from Sarpanch that the visiting officer has stayed in the Panchayat for 2 days	

Maneesha Devi
Signature of Sarpanch

Name MANEESHA DEVI
Sarpanch

Pvt. Halsa Panchayat
Block Ukhra Disa. 311

Sanjay Rathore
Signature of the Visiting Officer

Name Sanjay Rathore