

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	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 depts are present. 3. Ensure exhibition by different depts. about individual beneficiary schemes. 4. Inspect JKB/PSB counters/outlets. 5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity. 6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav. 7. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks. 8. Visit government establishments, i.e., Health facility, Education Institute, Anganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc. 9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigam, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JJM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. 12. Wherever possible, distribute employment letters for people selected under various government employments. 13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL toilets and payments CSCs & AMRIT SAROVARS. 14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved. 15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc. 16. Organize village-level cultural events to engage panchayat members. 17. Obtain a candid assessment about the performance of various depts, including fair feedback about discrepancies in functioning. 18. Open discussion on Nasha Mukh Abhiyan, corruption-free Panchayat, etc. 19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.
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GENERAL INSTRUCTIONS

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

In addition, attention may be given to the following areas:

- a. Make full use of Centrally Sponsored Schemes.
 - b. Saturation of individual beneficiary schemes.
 - c. Self-employment schemes.
 - d. Bank-linked schemes, including departmental subsidy schemes.
 - e. Empowerment and transparency through digital initiatives.
 - f. Effectiveness of grassroots machinery:
 - i. Patwari, VLW present and available.
 - ii. Available funds utilized in public interest and as per Gram Sabha resolutions.
 - iii. Fairness in governance.
 - iv. CSS/Individual beneficiary schemes, etc.
 - v. Bhrashtachar Mukti J&K.
 - vi. Nasha Mukti, J&K.
9. The PRI members (Sarpanchs, Panchs, BDC Chairperson) shall be at the forefront of all activities and given due importance, and the approach should be to strengthen them and make them feel empowered. He/she shall ensure that the BDC Chairperson and Sarpanch/Panch are present at the time of inauguration and ceremonies.

10. The visiting officer shall not leave the district without handing over a hard copy of the report to the Rural Development official (BDO/Panchayat Secretary) for further uploading of the report on the www.jkpanchayat.in / www.jkpanchayat.jk.gov.in portal within a week's time, positively.

Instruction for Field visit

FIELD VISIT

Facility	Purpose
Khidmat Centres	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin Aapki Nigami, 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		Remarks
1.	Ayushman Bharat- PMJAY	✓
2.	Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission	✓
3.	PM Awas Yojana (Rural)	✓
4.	PM Ujjawala Yojana	✓
5.	PM Vishwakarma	✓
6.	PM Kisan Samman Nidhi	✓
7.	Kisan Credit Card (KCC)	✓
8.	PM Poshan Abhiyan	✓
9.	Har Ghar Jal- Jal Jeevan Mission	✓
10.	Survey of Villages and Mapping with improvised technology in Village areas (SVANMITVA)	✓
11.	Jan Dhan Yojana	✓
12.	Jeevan Jyoti Bima Yojana	✓
13.	PM KUSUM Yojana	✓
14.	Suraksha Bima Yojana	✓
15.	Atal Pension Yojana	✓
ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS		
1.	Enrolment in Eklavya Model residential school	✓
2.	Scholarship schemes	✓
3.	Forest Rights Title: Individual and Community Land	✓
4.	Van Dhan Vikas Kendra: Self Help Groups	✓

Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.

1. SDGs AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY MARCH 2024
2. STATUS OF WORKS UNDER THE FOLLOWING GOALS

1. Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste. Soak Pits & Compost pit
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. Solar Panels
- 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. No
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No No
- v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials, and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures, and conservation of wetlands. Yes
- vi. Whether schools have started segregating waste. Yes/No Yes
- 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 Yes

3. Water-sufficient village

- i. Do all the IHHs in the Gram Panchayat have water pipeline connections? Yes/No Yes
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify No
- iii. Do all the IHHs in the Gram Panchayat have toilets? Yes/No No
- 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/Anganwadifunctional or not? Yes/No Partially
- 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. 4

- 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 *No*

5. **Village with good governance**

- i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No *No*
- ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? Yes/No *Partially*
- iii. Does the Gram Panchayat has its building or not? Yes/No *Yes (Deteriorated condition)*
- 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 *No*
- 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 *No*
- 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 *No*

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 *No*
- iii. Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No *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 *No*
- v. Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No *No*
- 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 *One*
- 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. - *22*
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana - *NO*

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

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- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No Yes (Deteriorated Condition)
- 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) 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) No

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Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	<ul style="list-style-type: none"> i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). iii. Awareness about G.I. Tagging of agriculture crops. iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. vi. Implementation of FasalBeemaYojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	<ul style="list-style-type: none"> i. Establishment of AmritSarovar per Panchayat (Target/Achievement) ii. Saturation of all households in SHGs across all panchayats. iii. Number of works verified and completed during B2V-I, II, III & IV. iv. Achieving 100% social audit of PMAY. v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households vi. Achieving PMAY/IHHL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	<ul style="list-style-type: none"> i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagidari & E-UnnatPortal etc. iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services. iv. Organizing of one CSC Camps per panchayat. v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.
4	Finance Department	<ul style="list-style-type: none"> i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMJDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. iii. Setting up of counters by Banks at Panchayat level for verification, Sanctioning and disbursement of cases and also accepting fresh application under all individual subsidy schemes. iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	<ul style="list-style-type: none"> i. Awareness programme about Management legacy data of registration & Delivery of registration documents online to the citizens by the Tehsildar concerned. ii. Information campaign for popularization of "AapZameenAap Ki Nigrani". iii. Achieving saturation of land passbooks. iv. Pending inheritance mutations to be completed. v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme. ii. Swachh Hospitals- Clean Toilets and Junk free premises. iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. iv. Screening of School Children. v. Awareness about screening of NCD (Non communicable disease).
7	Social Welfare	<ul style="list-style-type: none"> i. Geo-tagging of established Child Care Institutions. ii. Saturation of Old Age Pension ISSS/NSAP. iii. Number of Disability Cards (UDID) digitized. iv. 500 Anaemia check-up camps to be conducted. v. Number of Aanganwari Beneficiaries Aadhar Seeded.

		vi. Number of BetiBachaoBetiPadhao events held. vii. Saturation of left out cases under disability pension, implants and tricycles etc. 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 Trivhar. iii. Promotion of local artists by way of organizing KaviSamayan, 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 82V4/MTMP2 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universites/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 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.

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	MOHD NADEEM TAHIR
2	Designation	ASSISTANT ENGINEER
3	Department	JKPDD
4	Place of posting	JPOCI Sub division Mendhar
5	Mobile No	9906392486
6	Email ID	nadeemtahir1200@gmail.com
7	Home District	Poonch
8	Dates of visit	15-11-2023 to 16-11-2023

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	JARANWALI GALI
2	Local Government Directory(LGD) code of the Panchayat	7417
3	Name of CD Block	BALAKOTE
4	Name of Tehsil	BALAKOTE
5	Name of District	POONCH

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	44
4	Population (approx) of the Panchayat	1725

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	MOHD IQBAL	AEC	Present	
2	Education	NIYAZ AHMED	TEACHER	Present	
3	Food, Civil Supplies and Consumer Affairs	SHOKET ALI	Dealer	Present	
4	Forest	KAYAZ AHMED	GUARD	Present	
5	Health and Medical Education	SUDH EGY AHMED	PHARMACIST	Present	
6	ICDS Department	NASSEM AKHTER	A.W.W	Present	
7	Irrigation and Flood Control Department	—	—	Absent	
8	Jai Shakti Department	MOHD ASLAM	Supervisor	Present	
9	Power Development Department	WAZIR AHMED	J.E	Present	—
10	Public Works Department	—	—	Absent	
11	Revenue	SALEEM AHMED	PATWARI	Present	
12	Rural Development and Panchayat Raj	KAMRAN AHJAZI	P.A.P	Present	
13	Skill Development	—	—	Absent	
14	Social Welfare Department	ZULFIKAR AHMED	MTS	Present	
15	Youth Services and Sports Department				
16	Others SHEEP Husbandry	DR. ISHFAQ AHMED	VAS	Present	
17	JR BANK	LIVANT ALI	—	Present	
18					
19					
20					

[Signature]

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			
	b) New/need repairs	Need Repairs			
	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)	N			
	VIII. Electricity(Y/N)	Y			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	01	05	0	Govt
	b) Primary	01	118	0	Govt
	c) Middle	01	29	1	Govt
	d) High	01	240	2	Govt
	e) Higher Secondary	0	-	0	-
	f) College	0	-	0	-
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Angler / Worker vacancies	Govt Building/ Private Building
		06	97	Nil	1 Govt, 5 Private
4	Healthcare facility	No. of sub-centers	No. of PHCs	No. of health & wellness centers	No. of Institute having Govt. building
		0	0	0	0
5	Bank branch(Y/N)	N			
6	Availability of ATM (Y/N)	Y			
7	Khidmat center/ CSC (Y/N)	Y			
8	Patwarkhana(Y/N)	N			
9	Village haat (Y/N)	Y			
10	Playground(Y/N)	N			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		2	253	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		11		Yes	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		New H.S. J.W. Gali	J.W. Gali	Not Improvement	Yes
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Children Park			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	10			
	iii. Please mention assets				
	1.	Six Anganwadi Centre			
	2.	Three School			
	3.	One Community Hall			
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name		Year of construction	
17	List of Underutilized Buildings- names	Name		Year of construction	

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	65	65	
2	Widow pension	Social Welfare Department	04	04	
3	Disability pension	Social Welfare Department	34	34	
4	Status under Stunting Mukht	Social Welfare Department	NIL		
5	Status under wasting Mukht	Social Welfare Department	NIL		
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Welfare Department	07	07	
7	Digital Services provided	IT/ BDO/ CSC	01 (CSC)	01 (CSC)	
8	Kisan Kisan	Agriculture Department	27	27	
9	Kisan credit card	Agriculture Department	91	50	
10	PM Kisan Sammanidhi	Agriculture Department	07 (NREGS)	07 (NREGS)	
11	Employment Saturation (PMEGP, Tejaswan, Mundan, Mission Youth, Himayat, etc)	Employment Department	04	04	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	01	0	Pgt. Alkara by covered under PACS Kallat Mohra
13	JAM Implementation I. No of Household provided FHTC II. Har Ghar Jal villages (No.)	Jal Shiksha Department	159	136	
14	No of Households electrified	PDD	203	203	
15	PMAY- Gramin	RDO& PR	120	84	
16	SBM Gramin- JHRL functional (Household toilets)	RDO& PR	130	130	
17	ODF Plus villages (No)	RDO& PR	01	01	
18	Targeted Sock pit completed	RDO& PR	244	244	
19	JKRLM: I. Number of Self Help Groups formed II. Number of Households involved	RDO& PR	10 85	10 85	
20	Land Passbook Saturation	Revenue Department	263	263	
21	Pending Mutations	Revenue Department	0	0	
22	Domicile Certificates	Revenue Department	1725	1725	
23	Persons identified drug addicts	BDO/ Sarpanch	N/A	N/A	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	01	01	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	0	0	
26	Golden Health Card under Ayushman Bharat	Health Department	912	775	
27	Janani suraksha yojana	Health Department	16	0	Under process
28	Status under Anaemia Mukht	Health Department	214	214	
29	Status under Leprosy Mukht	Health Department	0	0	
30	Number of Ayushman Mats organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	08	08	
31	Number of Ayushman Sabas held	Health Department	03	03	
32	Out of School Children brought to Schools	School Education Department	N/A	N/A	
33	Number of students still out of Schools	School Education Department	N/A	N/A	
34	Persons educated through bridge courses	School Education Department	N/A	N/A	
35	Household using clean cooking fuel (LPG)	FCS & CA	N/A	N/A	

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

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

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	High School J.W. Anli
2	Type of building (Govt. / Private)	Govt.
3	Availability of Staff as per sanctioned strength	Two
4	Enrolment of the School a) Boys b) Girls	133 → Boys 107 → Girls
5	Availability of play ground	Yes (Need improvement)
6	Availability of drinking water	Yes
7	Availability of electricity	Yes
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Yes
10	Other	
11	Remarks of the Visiting Officer	The School Building is insufficient for classes. Strength is more & space is less, Augmentation of Play Ground.

III. Anganwari Center:

S. No.	Particulars	Status
1	Location of Anganwari center	Ward no. 2
2	Number of children enrolled a) Boys b) Girls	7 → Boys 8 → Girls
3	Status of Building (Private/ Govt.)	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	0
12	Number of children wasted	0
13	Any Other	
14	Remarks of the Visiting Officer	Overall Condition is Satisfactory & well maintained.

IV. CAPD Store:

S. No.	Particulars	Status
1	Location of CAPD Store	Near JWG Chowk
2	Government / Private	Private
3	Name of the dealer (In case of Private)	SHOKIT ALI
4	No of registered beneficiaries	184
5	No of beneficiaries drawing Ration from the store	184
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	Yes
8	Availability of ration	Partial
9	Any Other	
10	Remarks of the Visiting Officer	Issue of non-supply of Ration timely from Dept to Dealer.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	—
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	— Yes
7	Any Other	—
8	Remarks of the Visiting Officer	Urgent Need of JK Branch Centre

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Near H.S J.W Gali
2	Condition of Amrit Sarovar	Satisfactory
3	Details of repair undertaken, if any	Need repairing
4	Utilization of Amrit Sarovar	Yes
5	Any Other	—
6	Remarks of the Visiting Officer	Need Repairing

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	—
2	Condition of Playground	—
3	Utilization of Playground	—
4	Any Other	—
5	Remarks of the Visiting Officer	Available at H.S J.W Gali. Need Repairing & Augmentation

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	—
2	Government/ Private building	—
3	Land passbook saturation	—
4	Pending mutations	—
5	Any Other	—
6	Remarks of the Visiting Officer	Most Genuine Public Demand of PARTWARKHANA

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	NARD No 6
2	Name of the beneficiary	SHORIT ALI S/o MOHD RASHID
3	Status of the house (completed/ in-use/ under-construction)	Completed
4	Any Other	
5	Remarks of the Visiting Officer	Satisfactory

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Word no 5
2	Name of the beneficiaries	MOHD RAZAQ
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	
5	Remarks of the Visiting Officer	Satisfactory

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Near Jw G Chowk
2	No of online services provided by the CSC	30
3	No of persons approached for services	200
4	Any Other	
5	Remarks of the Visiting Officer	Satisfactory

B Urgent Need of Fibre N/w Connectivity

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	outside of Pyl → Good & indoor of Pyl → Poor
2	Transport	Old drag → Satisfactory. indoor → Poor
3	Electricity	Good
4	Drinking water	Good
5	Cleanliness	Good
6	Sports facility (Playground)	No
7	Any Other	

Urgent need of Road Network in the premises of indoor Pyl.

[Signature]

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	Yes
	2. Skits, Songs, Dramas	Yes
	3. Local Folk programme / Show	Yes
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	Nil
B	Sports Activities	
	1. Sports Event	Yes
	2. Distribution of sports kit	Nil
C	Inaugurations (If any)	
	PMAY house	Yes
	Segregation Sheds	Not Available
	Anrit Sarovar	Yes
	JJM Assets	No
	Compost/ Soak Pits	Yes
	PMGSY / MGNREGA works	Yes
	Any other	:
D	Distribution of certificates	
	Self Employment Schemes	SHG → 10
	Land Pass books	263
	Any other	
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Vicit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Yes

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Village with Self-sufficient infrastructure
2	Activities undertaken under the Theme (as per instruction manual)	Work done under different Schemes (CAPEX, MGNREGS, PMGSY etc)
3	Status of activities undertaken	Completed
4	Visible impact of the Activities	Satisfactory
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Difficulty in Transporting material due to lack of indoor Road Network
8	Remarks of the Visiting Officer on the status SDG Theme	Urgent Need of Road Network in the premises of indoor Ppt.

[Signature]

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Upgradation of School infrastructure (H.S. J.W. Gali, AS LAKNA)	
2	opening of KHAMAT Centre	
3	installation of Distribution Transformers	
4		
5		
B	Impact of B2V1 to B2V4	
1	The residents of Pyl feeling Empowerment & get information	
2	of various Centre Sponsored Schemes like AAYUSHMAN CARD, MUSHKUNING	
3	PM Awas Yojana, JAM Awas Yojana etc	
4	improved Governance System at Gram Panchayat level	
5	Transparency & Accountability at Gram Panchayat level.	
C	Challenges in the Panchayat	
1	No Road Connectivity from road to ward of Pyl	
2	Poor infrastructure of Pyl GHAR	
3	Un-schedule water supply & no proper timing	
4		
5		
D	Suggestions if any	
1	Awareness Camp of various C.S.S like Agricultural,	
2	Social welfare, Employment, cooperative etc	
3	Proper Training of Elected representatives	
4		
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	PDD
2	ROD
3	Agriculture
2	LEAST RESPONSIVE DEPARTMENTS
1	Irrigation & Flood Control
2	Subsidy
3	Employment

II. FEEDBACK ON UT INITIATIVES

The residents of Ppt are satisfied with the various initiatives taken by Govt. like AYUSHMAN BHARAT, PM UJJAWALA YOJANA, KISAN CREDIT CARD, PM Awas Yojana, Jan-DHAN Yojana, A-TAL Pension Yojana etc for their welfare.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	① Upgradation of GHS Julari to Govt. Higher Sec. School Julari ② Road Connectivity of indoor Ppt ③ JK Bank Branch ④ opening of new Library for students
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	① Upgradation of GHS Julari to Govt. Higher Sec. School ② Road Connectivity of indoor Ppt ③ JK Bank Branch
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 B2V5 is very productive & result oriented program & should be held regularly as part of Administrative reforms through feedback from grass root level.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	6/10
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Yes, The visiting officer stayed for 2 days & guide the welfare schemes to locals & elected representatives.

Signature of Sarpanch
Ppt. Holga Jaranwalli Gali
Name.....

Signature of the Visiting Officer
Name... MOHD. NARSEM TAHIR
(A.E. JPCL S/O Mendhar)

OFFICE OF THE
HEADMASTER GOVT. HIGH SCHOOL JARANWALI GALI ZONE BALAKOTE

POONCH

To

The Visiting Officer,
Back to Village phase V,
Panchayat J.W.Gali.

No:-HS/JWG/____

Dated:-16/11/2023.

Subject:- Request for kind consideration.


Venerated Sir,

With due reverence and humble submission I have the honour to supplicate your grandeur a few factual points for your kind and sympathetic consideration for the betterment of the students as well as youth of Jaran Wali Gali Panchayat and surrounding areas ie. Upper Surankote, Upper Manjhari, Prat, Phambranar and Lower Gursai on priority basis:-

1. That this Institution must be recommended for upgradation to 10+2 level as there is no nearby Higher Secondary School falling in the jurisdiction of Jaran Wali Gali Panchayat & above mentioned areas.
2. That 15 kanal state land area has been allotted to this institution in Revenue record but no demarcation has been made so far. As such demarcation should be made on priority basis at an earliest possible enabling the institution to take up the construction work of a compound wall.
3. That the one Pre-Primary building proposed for construction last year under SAMAGRA SHAKISHA plan should be started at an earliest possible to the best interest of the students.
4. That the Playground of this Institution needs to be upgraded on priority basis to facilitate the students to develop their co-curricular activities in Sports and games.

As such your personage is highly be prayed that keeping in view the above enlisted points kindly take an early action to proceed the matter to the Higher- ups for early solution of the demands of the students for proper schooling. An early action shall be solicited. Thanks.

Yours faithfully,


Headmaster,
Govt. High School
Jaranwali Gali (Poonch)
Jaranwali Gali Zone Balakote (Poonch)