

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

SIGNATURES

- 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

INSTRUCTIONS	ACTION POINTS
y Seeking details from the District team	a. Take print out of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jhprachayatl.gov.in or www.jhprachayatl.gov.in b. Also take print out of the summarized excel sheets of the previous phases from www.jhprachayatl.gov.in or www.jhprachayatl.gov.in on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner. c. Take print of blank 2 booklets of B2V5 from www.jhprachayatl.gov.in d. Collect List of new weeks started/ ongoing/ completed during the previous and current Financial year under the following header: • PRI grants • District Plan • LT plan • MGNREGA • Other schemes of other departments • Any other work e. Plans/ beneficiary list: • MGNREGA draft plan document for the year 2023-24. • List of Awas+ beneficiaries alongwith HHH Convergence • List of pension beneficiaries • List of SHGs • List of agriculture scheme beneficiaries f. List of beneficiaries for: • Various certificate/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

entity
Research
Panchayat on day
of visit.

1. To hold meetings with PTA, Officers/officials of the department, and elected public to have firsthand information about the Infrastructure & implementation of Schemes as per Schedule 1A, 1B & Schedule-11.
2. Ensure that all front line workers of different depths are present.
3. Ensure exhibition by different depths about individual beneficiary schemes.
4. Inspect JKSPSH counters/cadets.
5. Participate/ensure organization of sports activity in playground, talent hunt cultural event/youth activity.
6. Ensure awareness generation about PM Vidyalakshmi scheme and AyushmanBharat.
7. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domestic Saturation, KCC Saturation, and saturation of land pushbooks.
8. Visit government establishments, i.e. Health facility, Education Institute, Agromulcenters, CAPY store, Bank/insurance counter, Aarogya Sarovar, Playground, PatwarKhana, etc.
9. Inspect Khidmat (GSC) Centres and create/generate awareness on online schemes, especially GSC schemes like HEAMS, Janbhagdar, Aapki Zamin Aapki Nigam, Digital J&K, etc.
10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JDA, 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, MHH, toilets and payments CSCs & AMBT 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 depths, including the feedback about discrepancies in functioning.
18. Open discussion on Naxtra 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 DC's, and the rest of the works to DC's for reflecting it under districts/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 RDO 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 to advance.
7. The RDO has to ensure that Gram Sabha is held during the visit of the officer in the panchayat and uploaded on Viharat 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.jhpanchayat.jk.gov.in portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha Mukti, Bhramachar Mukti, Roogar yukti 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. Panch. VI, W 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. Bhramachar Mukti J&K.
 - vi. Nasha Mukti J&K.
9. The PRI members (Sarpanch, Panch, 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 (RDO/Planning Officer) for further uploading of the report on the www.districtinformation.in / www.districtinformation.in portal within a week's time, positively.

Instruction for Field visit

FIELD VISIT

Location	Purpose
Admission Centre	Create / reinforce awareness on online services particularly (CSC) schemes (Aapka / Janan, Aapka/Siksha, Beema, Kisan/Pradhan, Ujjwal JAK, etc.)
JBH/PSB counter/voucher	a) Status of counter b) Number of vouchers etc.
Entrepreneur buildings/pvc- jorts	Verify whether identification and registration done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, programme
My school, my pride programme	Visit, check for water, electricity, sanitation, internet, school and staff
Swachh SRM	Evaluate
Panchayat play ground, Sports kula distribution Village games	Inspect, verify, Participate in at least one game in the playground
Hat Grass Haryana, Pancha- Shu	Evaluate status, feedback
dirve	Participate to ensure that it is held
Village cultural event	
Dangal Hathi/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of BCY
3rd Aravan Mission verification- WSS/PDS Electricity supply	Verify

AWAKEENS CLERATION ABOUT FLAGSHIP SCHEMES

The Valling (Office) shall create awareness about the following schemes:-

FLAGSHIP SCHEMES

1. Aayushman (Rural) PMJAY
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission
3. PM Awas Yojana (Rural)
4. PM Ujjwala Yojana
5. PM Vishwakarma
6. PM KisanSamman Nidhi
7. Kisan Credit Card (KCC)
8. PM Poshan Abhiyan
9. Har Ehar Jap-Jal Jeeva Mission
10. Survey of Villages and Mapping with improved technology in Village areas (SVAMITVA)
11. Jan Dhan Yojana
12. Jeevan Jyoti Yojana
13. PM KUSUM Yojana
14. Saraksha Bima Yojana
15. Atal Pension Yojana

ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS

1. Education 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 in per the resolution passed by the 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. *Separate & compost*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas *not*
- iii. The mapping of land use, water bodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? *Yes/No* If No, reason thereof *not yet*
- 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 measures like reducing energy consumption, usage of fossil fuels, plastic, non-inferior 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. *not yet*
- vi. Whether schools have started segregating waste. *Yes/No*
- vii. Whether schools have their own e-waste/waste pits for solid/liquid waste management. *Yes/No*

2. Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? *Yes/No*
- ii. Do all the eligible individuals been provided the Golden Card? *Yes/No*
- 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* *not institutional*

3. Water-sufficient village

- i. Do all the HHs 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 *not yet*
- iii. Do all the HHs in the Gram Panchayat have toilets? *Yes/No*
- iv. Are all the HHs toilets functional or not? *Yes/No*
- v. Do all the Schools/Anganwadis centers have a toilet facility or not? *Yes/No*
- vi. Are all the toilets in the schools/Anganwadis centers functional or not? *Yes/No*
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? *Yes/No* *not yet*

4. Child-friendly village

- i. Do all the children under the age of 0-6 years been enrolled in the Anganwadis centers for pre-schooling? *Yes/No*
- ii. How many BalSakshis were organized in the Gram Panchayat. *02*

- Whether the issues raised by Mahasabha are addressed during the Gram Sabha? Yes/No
- Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/No
- Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No
- 5. Village with good governance**
- Is CSC located in the Gram Panchayat Bhawan or not? Yes/No
- Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram Panchayat wall or not? Yes/No *After long time, it is not displayed on the wall.*
- Does the Gram Panchayat has its building or not? Yes/No *Under construction.*
- Is the Gram Panchayat office functional or not? Yes/No *Under construction.*
- Are the activities approved under the Habla Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No
- Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No
- 6. Poverty-free and enhanced livelihood village**
- Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No If yes specify family size, poverty
- Have all the eligible households registered in PDS or not? Yes/No
- Has Gram Panchayat provided space for Self-help Groups in Panchayat/Chair for holding meetings or not? Yes/No
- Have all the eligible households been registered for Pension or not? Yes/No
- Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No
- Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No
- Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No
- 7. Socially secured village**
- Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No
- Is Gram Panchayat Office Unshaded Friendly or not? Yes/No
- Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No
- Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc. or not? Yes/No
- Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No
- Are all the eligible households getting benefits from IAY or not? Yes/No
- 8. Engendered Development in Village**
- How many Mahasabhas were organized in the Gram Panchayat? 03
- Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan? Yes/No
- Whether GPs have taken steps for increasing women's participation in Gram Sabha? Yes/No
- Number of women beneficiaries headed households covered under PDS system.
- Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matru Vandana Yojana 56
- 9. Self-sufficient infrastructure in the village**

- i. Whether GIP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No ✓
- ii. Whether the Disaster management plan is available at the GIP Level? Yes/No ✓
- iii. Whether child-friendly park with required facilities is available in GIP? Yes/No ✓
- iv. Whether the GIP has easy access to cashew 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 FasalBeemaYojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	i. Establishment of AmritSarovar per Panchayat (Target/Achievement) ii. Saturation of all households in SHGs across all panchayats. iii. Number of works verified and completed during B2V-I, II, III & IV. iv. Achieving 100% social audit of PMAY. v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households vi. Achieving PMAY/THHL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagidari & E-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	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	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 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 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 3&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 fares 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/MTMP2 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. iv. 100% admission Polytechnic/ITI.

		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme.
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. ii. Holding Awareness Camps iii. Registration of new cooperative societies.
21	Science & Technology	i. Public awareness events (IEC) under Rooftop Solar Residential Sector. ii. Outreach and training of farmers for PM-KUSUM Scheme. iii. Installation of Stall for solar gadgets for mass awareness.
22	Public Works Department(R&B)	i. Connectivity of left out habitations under PMGSY. ii. Safe audit and inspection of all roads. iii. All major roads pothole free in the district.
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management.
24	Mining	i. Monthly monitoring of E-Challans. ii. Awareness programmes about illegal mining. iii. Grant of quarry licence. iv. Identification of new minor mineral blocks.
25	Disaster Management	i. Number of grievances disposal of Relief Commissioner's Portal. ii. Training of 250 APDA MITRAS. iii. Training of volunteers under SDRF.
26	GAD	i. Ensuring Biometric attendance. ii. Online portal for purchase of property by J&K Government employees. iii. Monitoring complaints through fixed line telephone grievance cell PUKAR. iv. Action against false complaints.
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. ii. Smart Billing- Online collection of water charges. iii. Ease of water connection amendment in legal provisions. iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwaris for potable water.
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. ii. Mechanism for monitoring of cases at district level. iii. Steps for decriminalization of laws.
29	Public Grievance	i. Satisfaction level for grievances redressal. ii. Assessment of perception of departments among public iii. Key issues of concern leading to grievances to be identified.
30	Estates Department	i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants.
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. ii. Capacity building/ training of the staff.
32	Floriculture Department	i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture.
33	Information Department	i. Training of the Departmental Officials in Media and Communications. ii. Launch of Musical Talents. iii. Organizing photograph competition under Badalta J&K for public.
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. ii. MSME registration on single window portal. iii. Registration of Artisans and weavers. iv. Training of youth in handicrafts and Handloom cooperatives. v. Achievements made under 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	Lphulam Hassan Dar
2	Designation	Agriculture extension officer
3	Department	Agriculture
4	Place of posting	Patton
5	Mobile No	9797194061
6	Email ID	LphulamHassan5555@gmail.com
7	Home District	Baramulla
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	Naiboo
2	Local Government Directory(LGD) code of the Panchayat	241033
3	Name of CD Block	Naiboo
4	Name of Tehsil	Kumhar
5	Name of District	Baramulla

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	01
3	No. of households in the Panchayat	305
4	Population (approx) of the Panchayat	1700

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				
2	Education	Noor Mohammad	Teacher	Present	
3	Food, Civil Supplies and Consumer Affairs	Jubail Ahmed	Asst	Present	
4	Forest	Nil	Nil	Absent	
5	Health and Medical Education	Mahbooba Akter	EMPHW	Present	
6	ICDS Department	Naseema Begum	Asst	Present	
7	Irrigation and Flood Control Department	M. Yousuf Masry	Helper	Present	
8	Jal Shakti Department	En. Md. Per	Asst	Present	
9	Power Development Department	Fayaz Haque	Line man	Present	
10	Public Works Department				
11	Revenue	Mushtaq Roshni	Patwardi	Present	
12	Rural Development and Panchayat Raj	Ab. Ghaf Rhet	Vlow	Present	
13	Skill Development	Mahmud Rhet	Asst	Present	
14	Social Welfare Department	Nil	Nil	Absent	
15	Youth Services and Sports Department	Dubaidia Akter	Social welfare	Present	
16	Others	Nil	Nil	Nil	
17		Nil	Nil	Nil	
18					
19					
20					

QUESTIONNAIRE FOR B2V5

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

Infrastructure of Panchayat Ghar				
a) Govtbuilding/private				
b) New/needingrepairs				
II. Furniture(Y/N)				
III. Computer/printer(Y/N)				
IV. Internet (Y/N)				
V. Telephone (Y/N)				
VI. Toilet (CSC/part of panchayat ghar) (Y/N)				
VII. Water (Y/N)				
VIII. Electricity(Y/N)				
Educational Institutes				
	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
a) Kindergarten	Nil	Nil	Nil	Nil
b) Primary	01	07	04	Govt
c) Middle	Nil	Nil	Nil	Nil
d) High	01	149	Nil	Govt
e) Higher Secondary	Nil	Nil	Nil	Nil
f) College	Nil	Nil	Nil	Nil
g) Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
	02	163	Nil	Govt
h) Healthcare facility	No. of sub-centers	No. of PHCs	No. of health & wellness centers	No. of Institute having Govt. building
	Nil	Nil	01	01
i) Bankbranch(Y/N)				
j) Availability of ATM (Y/N)				
k) Covidcenter/ CSC (Y/N)				
l) Panchayatkhana(Y/N)				
m) Village haat (Y/N)				
n) Playground(Y/N)				
o) Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
	01	1186	1186	
p) Government offices- details, whether functional or not	No. of Govt Offices	Functional		
	01	YES		
q) Aneet Sarovars - details, location, condition	Details	Location	Condition	Utilization
	Nil	Nil	Nil	Nil
r) Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc.	The Panchayat has lot of potential for tourism but needs due care of Govt. depts			
s) Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Nil			
t) Number of Asset captured				
u) Please mention assets				
1.				
2.				
3.				
4.				
5.				
v) List of Incomplete Buildings- names, year of construction	Name	Year of construction		
	Nil	Nil		
w) List of Underutilized Buildings- names	Name	Year of construction		
	01	2018		

QUESTIONNAIRE FOR B2V5

Schedule-III
(STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT)

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
2nd Ayn pension	Social Department Welfare			
and compensation	Social Department Welfare	115	115	
Swachh Mission	Social Department Welfare	10	10	
SDS under Stunting Mukh	Social Department Welfare	10	10	
SDS under wasting Mukh	Social Department Welfare	Nil	Nil	
Equipment's provided to Specially abled persons (Infants, tricycles etc)	Social Department Welfare	Nil	Nil	
Digital Services provided	IT/ BDO/ CSC	02	02	
Subsidy Kisan	Agriculture Department			
Kisan credit card	Agriculture Department	78	78	
PM Kisan Samman Nidhi	Agriculture Department	158	158	
Employment Saturation (MGSF, Tejaswini, Munkin, Mission Youth, Kisan, etc)	Employment Department	158	158	
Primary Agriculture Credit Society (PACS) formation	Cooperative Department	21	21	
PM Implementation	1st Shakti Department			
I. No of Household provided FHTC				
II. No of (Ghar 1st village(s) certified (No.)				
No of Households electrified	PDD			
PMU - Gramin	RDD& PR	07	07	
SDM Gramin - HH functional (Household toilet)	RDD& PR	37	37	
SDM Plus villages (No)	RDD& PR	Yes	Yes	
Targeted Sukh pt completed	RDD& PR			
SDM	RDD& PR			
I. Number of Self Help Groups formed				
II. Number of Households involved				
Land Possession Saturation	Revenue Department	3000	731	Partly are not paying fee
Pending Mutations	Revenue Department	2000	2000	
Domestic Certificates	Revenue Department	1980	1980	
Persons identified drug addicts	BDO/ Sarpanch	Nil	Nil	
Awareness camps for de-addiction conducted	BDO/ Sarpanch	Nil	Nil	
Drugs Addicts rehabilitated	BDO/ Sarpanch	Nil	Nil	
Golden Health Card under Ayushman Bharat	Health Department	1338	1300	Andhra not available
Golden Aarogya Yojana	Health Department	04	04	
Status under Anaemia Mukh	Health Department	100%	100%	
Status under Leprosy Mukh	Health Department	100%	100%	
Number of Ayushman Helas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	10	10	
Number of Ayushman Sabas held	Health Department	11	11	
1st of School Children brought to Schools	School Department Education	Nil	Nil	
Number of students still out of Schools	School Department Education	Nil	Nil	
Persons educated through bridge courses	School Department Education	Nil	Nil	
Household using clean cooking fuel (LPG)	FCS & CA			

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	
2	Type of building (Govt./ Private)	Health and wellness Centre
3	Availability of Staff	Rented
3	a) Doctor	(a) Nil
3	b) Paramedical	(b) 2
4	No of patients attended during the month	134
5	Status of medicine availability	Available
6	Special medical camp held, if any	One every Saturday
7	Status of Immunization	Twice / a month
8	Participation of health worker in Village Health and Nutrition Day	20
9	Institutional deliveries in Panchayat (Current Year)	24
10	Non- Institutional deliveries in Panchayat (Current Year)	Nil
11	Other	Nil
12	Remarks of the Visiting Officer	It is an Rented building. Govt. Public is demanding upgradation of Health and wellness Centre to PHC and govt building for the same.

Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt Primary School, Govt. Girls Middle school
2	Type of building (Govt./ Private)	Govt Boys High School, Govt. Girls High School
3	Availability of Staff as per sanctioned strength	04/10
4	Enrolment of the School	(a) 109
4	a) Boys	(b) 127
4	b) Girls	NO
5	Availability of play ground	Yes
6	Availability of drinking water	Yes
7	Availability of electricity	Yes
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Rallies and programmes
10	Other	Nil
11	Remarks of the Visiting Officer	Satisfactory

Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Wairao
2	Number of children enrolled	
	a) Boys	(a) 84
	b) Girls	(b) 79
3	Status of Building (Private/ Govt.)	Rented
4	Availability of Helper/ worker	Nil/Nil
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Yes
7	Availability of timely Ration	Yes
8	Availability of Functional toilet	Yes
9	Availability of tap connection	Yes
10	Availability of electricity connection	Yes
11	Number of children stunted	Nil
12	Number of children wasted	Nil
13	Any Other	Nil
14	Remarks of the Visiting Officer	Anganwadi workers and helpers are working efficiently.

CAPD Stores:

S. No	Particulars	Status
1	Location of CAPD Store	Wairao
2	Government / Private	Rented (Govt)
3	Name of the dealer (in case of Private)	Nil
4	No of registered beneficiaries	1186
5	No of beneficiaries drawing Ration from the store	1186
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	Nil
10	Remarks of the Visiting Officer	Store - keepers work appreciated by general public

VI. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	
2	No of Accounts in the branch	Wailoo
3	No of persons applied under various self-employment schemes	4106
4	No of cases sanctioned under various self-employment schemes	197
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	197
6	Availability of ATM	21
7	Any Other	Yes
8	Remarks of the Visiting Officer	Nil

Bank staff is not cooperative as per General public

VII. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Nil
2	Condition of Amrit Sarovar	Nil
3	Details of repair undertaken, if any	Nil
4	Utilization of Amrit Sarovar	Nil
5	Any Other	Nil
6	Remarks of the Visiting Officer	Land not available

VIII. Playground:

S. No	Particulars	Status
1	Location of Playground	Not available
2	Condition of Playground	Not available
3	Utilization of Playground	Not available
4	Any Other	Not available
5	Remarks of the Visiting Officer	

IX. Patwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Not available
2	Government/ Private building	Rented
3	Land passbook saturation	731
4	Pending mutations	Nil
5	Any Other	Nil
6	Remarks of the Visiting Officer	General public is demanding that Patwarkhana should be functional.

PMAY HOUSE:

S. No	Particulars	Status
1	Location of PMAY house constructed	Wailoo
2	Name of the beneficiary	Ab. Rungom Bhat, Gekon Hani & others
3	Status of the house (completed/ in-use/ under-construction)	2 No. in use & 5 No. under construction
4	Any Other	Nil
5	Remarks of the Visiting Officer	Some of the house are completed and some are under construction

Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Wailoo
2	Name of the beneficiaries	Ali Mir, Javid Peer, Rehman Bhat & others
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed & in use
4	Any Other	Nil
5	Remarks of the Visiting Officer	Completed & fully functional

Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Wailoo
2	No of online services provided by the CSC	Cash Services, Aadhar updation, (02 No.)
3	No of persons approached for services	75
4	Any Other	Nil
5	Remarks of the Visiting Officer	Person affiliated with CSC is very lazy. People are totally fed up by the same as no work is carried out by the said person.

Observation of field officer on basic amenities

S. No	Particulars	Observations
1	Connectivity Road	In good conditions
2	Transport	Satisfactory
3	Electricity	Satisfactory
4	Drinking water	Satisfactory
5	Cleanliness	Not available
6	Sports facility (Playground)	Needs improvement
7	Any Other	Nil

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

Particulars	Status
Cultural Events / Programmes	
1. Debates and Seminars	Not Conducted
2. Skits, Songs, Dramas	Drama performed
3. Local Folk programme / Show	performed
4. Discussions with PRI and Senior citizens	Discussion held
5. Exhibitions	Exhibition done by agriculture
Sports Activities	
1. Sports Event	Sports Event held
2. Distribution of sports kit	Not done
Inaugurations (If any)	
PMAY house	Inaugrated
Segregation Sheds	Not available
Akrit Sarovar	Not available
TM Assets	Not available
Compost / Soak Pits	Visited & Inaugrated
MGSY / MGNREGA works	Inaugrated
Any other	Nil
Distribution of certificates	
Self Employment Schemes	Nil
Land Pass books	Nil
Any other	Nil
Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

Sl. No.	Particulars	Status
1	SDG Theme adopted by the Panchayat	Cleanliness & Sanitation
2	Activities undertaken under the Theme (as per instruction manual)	Soakage pits and Composit pits Constructed
3	Status of activities undertaken	Good but needs improvement
4	Visible impact of the Activities	Solid waste managed efficiently
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes Prepared and uploaded
6	How many activities of SDG have been covered under GPDP	Cleaners & Sanitation
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Although people are fully aware but not cooperating fully.
8	Remarks of the Visiting Officer on the status SDG Theme	Good but needs lots of improvement

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No.	Particulars	Status
	Demands/ Grievances addressed by the Administration	
1	Links modernised through RDO	
2	Widening of Wairat, Paltan Road	
3	Transformer 1 no. installed by RDO	
4		
5		
	Impact of B2V1 to B2V4	
1	General public is of the opinion that	
2	the concept of B2V is outstanding but	
3	when we look at ground level only	
4	RDO has lived up to our expectations	
5	others have failed miserably	
	Challenges in the Panchayat	
1	Establishment of J.P.K. Bank	
2	upgradation of High School to Higher	
3	upgradation of primary school to middle	
4	Setting up of water filtration plant	
5	functioning of Nayabat	
	Suggestions if any	
1	The general public is of the opinion	
2	that the concerned V.O. should have some	
3	funds at his disposal so that certain	
4	demands of general public could be met	
5	immediately.	

General Demands:

1. Setting up of Zonal Education office at Wairat
2. Setting up of Agriculture and Horticulture unit at Wairat
3. Although Fire Service Station has been sanctioned but not established yet.
4. Electric poles and wire required.
5. requirement of Veterinary Surgeon at Veterinary office.
6. general public demands transfer of Head master High School ~~as he is~~

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Agriculture
2	Health
3	R.O.D.
2	LEAST RESPONSIVE DEPARTMENTS
1	Revenue
2	Gramam Bank
3	Forest

II. FEEDBACK ON UT INITIATIVES

People are Very much satisfied with the overall functioning of UT Administration

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Gramam Bank employees not Cooperating at all with the general public
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Nayabat to be fully functional Establishment of water filtration plant
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)	Overall Assessment of the programme B2V5 is Satisfactory but some areas not improvement
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	6 points
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Certificate Enclosed.

Signature of Sarpanch
TARIQ AHMAD LONE
Name.....
WALOO

Signature of the Visiting Officer

Name..... Ghulam Hassan Dew