



District Ramban



7th to 16th NOVEMBER 2023

Name of the Block UKHRAI

Name of the Panchayat:- SENABATHI-B.

Name of the Visiting Officer:- RANJIT SINGH

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023

NAME OF BLOCK:- Ukhrul
NAME OF PANCHAYAT:- SENIBATHI B2
NAME OF V.O:- Ranjit Singh

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

INSTRUCTIONS	ACTION POINTS
<p>Seeking details from the District team:</p>	<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.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: <ul style="list-style-type: none"> • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work e. Plans/ beneficiary lists: <ul style="list-style-type: none"> • MGNREGA draft plan document for the year 2023-24. • List of Awaas+ beneficiaries alongwith IIIPL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries f. 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

On the
Panchayat on day
of visit.

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 I A, I 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 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, Aganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc.
9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigrahi, 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 Mukti 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.

INSTRUCTIONS

The visiting officer shall spend at least three days in a Gram Panchayat to assess the details of the Gram Panchayat comprehensively.

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.

2. He/She is going to the Panchayat as a planning officer, not for sanctioning any works or for making any commitments.
3. 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 dept. under CSS/IT 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 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 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.

Compressor Free Version

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

Particulars	Purpose
Khidmat Centres	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin Aapki Nigam, Beams, Janbhigidari, Digital I&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 Swachh SBM	Visit, check for water, electricity, sanitation, meet students and staff Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify, Participate in at least one game in the playground
Har Gaon Hariyali, Plants- tree drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is hold
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/JSD Electricity supply	Verify

KNOWLEDGE GENERATION ABOUT FLAG SHIP SCHEMES

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

FLAG SHIP SCHEMES

- | | | |
|-----|---|--|
| 1. | Ayushman Bharat- PMJAY | |
| 2. | Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission | |
| 3. | PM Awas Yojana (Rural) | |
| 4. | PM Ujjawala Yojana | |
| 5. | PM Vishwakarma | |
| 6. | PM KisanSamman Nidhi | |
| 7. | Kissan Credit Card (KCC) | |
| 8. | PM Poshan Abhiyan | |
| 9. | Har Ghar Jal- Jal Jeevan Mission | |
| 10. | Survey of Villages and Mapping with improvised technology in Village areas (SVANMITVA) | |
| 11. | Jan Dhan Yojana | |
| 12. | Jeewan 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 | |

AG Theme & Goals

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

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

1. Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste.
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas.
- 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.
- 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.
- vi. Whether schools have started segregating waste. Yes/No ✓
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No ✓

2. Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? Yes/No
- ii. Do all the eligible individuals been provided the Golden Card? Yes/No ✓
- 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
- iii. Do all the IHHs in the Gram Panchayat have toilets? Yes/No ✓
- iv. Are all the IHHs toilets functional or not? Yes/No ✓
- v. Do all the Schools/Anganwadicenters have a toilet facility or not? Yes/No ✓
- vi. Are all the toilets in the schools/Aanganwadifunctional or not? Yes/No ✓
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? Yes/No ✓

4. Child-Friendly village

- i. Do all the children under the age of 0-6 years been enrolled in the Anganwadicenters for pre-schooling? Yes/No ✓
- ii. How many BalSabha's were organized in the Gram Panchayat. *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 Huiqa 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 PanchayatGhar 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. *yes*
- 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 benefited households covered under PDS system. *NIL*
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana. *NIL*
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) ✓

S/No	Department	Deliverable
1	Agriculture Production Department X	<ol 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 ✓	<ol 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/THHL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology X	<ol 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 X	<ol style="list-style-type: none"> i. Number of Aadhaar Linked accounts under PMJDY, 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 ✓	<ol 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 ✓	<ol 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 ✓	<ol style="list-style-type: none"> i. Geo-tagging of established Child Care Institutions. ii. Saturation of Old Age Pension ISSS/NSAP. iii. Number of Disability Cards (UDID) digitized. iv. 500 Anaemia check-up camps to be conducted. v. Number of Aanganwari Beneficiaries Aadhar Seeded.

		<ul style="list-style-type: none"> vii. Saturation of left out cases under disability pension, implants and tricycles etc. viii. Awareness about Drug Mukht Panchayats.
8	Forest, Ecology & Environment	<ul style="list-style-type: none"> i. Plantation drives under "Har Gaon Haryali" program. ii. Conservation of water bodies. iii. Forest for Fudder. iv. "Green J&K drive" campaign.
9	Tourism	<ul style="list-style-type: none"> i. Identification & Registration of Home Stays. ii. Providing support for tourism activities under village cooperatives. iii. Promotion for augmenting the tourist inflow. iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. v. Plastic free tourism destinations.
10	Culture Department	<ul style="list-style-type: none"> i. Organizing school talent hunt competitions. ii. Cultural event at panchayat level under Har Din Tivhar. iii. Promotion of local artists by way of organizing KaviSamayan, Painting competitions etc.
11	Labour & Employment	<ul style="list-style-type: none"> i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fares per District. iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme.
12	School Education Department	<ul style="list-style-type: none"> i. Number of students covered under Nipun Bharat & Padega Bharat ii. Identification of out of school Children and their enrolment. iii. My School My Pride-Cleanliness and Maintenance drives to be organized. iv. Holding of at least 200 Parent Teacher meetings per district. v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility.
13	Higher Education	<ul style="list-style-type: none"> i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (Nasha Mukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements.
14	Youth Services & Sports	<ul style="list-style-type: none"> i. Organizing sports activities/games in every panchayat. ii. Distribution of sports kits. iii. Stadium / Flood Lights
15	Transport	<ul style="list-style-type: none"> i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized.
16	Tribal Affairs	<ul style="list-style-type: none"> i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
17	Power Development Department	<ul style="list-style-type: none"> i. Distribution of Transformers. <ul style="list-style-type: none"> a) Check Unique Number b) Identify DTS with low oil and top oil c) Identify DTS with load imbalance d) Replace Non Standard fuses standard fuses. e) All pending electrical accidental claim cases to be resolved and disbursed. f) Removal of damaged transformers.
18	Food, Civil Supplies and consumer affairs	<ul style="list-style-type: none"> i. Achievement made under opening of fare price shops. ii. Saturation of Aadhaar Seeded Ration Cards. iii. 100% grievance redressal to be ensured. iv. Awareness about the schemes of the Department
19	Skill Development	<ul style="list-style-type: none"> i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of B2V4/MTMP2 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. iv. 100% admission Polytechnic/ITI.

		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme.
20	Cooperative	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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)	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management.
24	Mining	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i. Number of grievances disposal of Relief Commissioner's Portal. ii. Training of 250 APDA MITRAS. iii. Training of volunteers under SDRF.
26	GAD	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants.
31	Hospitality & Protocol	<ul style="list-style-type: none"> i. Awareness programmes regarding eat right. ii. Capacity building/ training of the staff.
32	Floriculture Department	<ul style="list-style-type: none"> i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture.
33	Information Department	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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 Schema.
35	Planning Development & Monitoring Department	<ul style="list-style-type: none"> 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.



**Back²
Village** 5

Governance at doorsteps

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	
2	Designation	RANJIT SINGH
3	Department	A.E.E
4	Place of posting	PONGSY
5	Mobile No	BANHAL
6	Email ID	94191 67108
7	Home District	ranjitramban@gmail.com
8	Dates of visit	RAMBAN 15-16 Nov 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	Senabathi B.
2	Local Government Directory(LGD) code of the Panchayat	239674
3	Name of CD Block	Ukhral
4	Name of Tehsil	Pogal Panslan
5	Name of District	Ramban

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	1
2	No. of hamlets in the Panchayat	7
3	No. of households in the Panchayat	573
4	Population (approx) of the Panchayat	1560

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	X			
3	Food, Civil Supplies and Consumer Affairs		A	*	
4	Forest	Ahmed Din	Deher	Present	
5	Health and Medical Education				
6	ICDS Department				
7	Irrigation and Flood Control Department	Naidu Parwar 2		Present	
8	Jal Shakti Department				
9	Power Development Department	Muniraj Singh Omkar Singh	Linean Linean	Present Present	
10	Public Works Department	Kuldeep Singh		Present	
11	Revenue				
12	Rural Development and Panchayat Raj	Rohit Singh	IAS	Present	
13	Skill Development				
14	Social Welfare Department				
15	Youth Services and Sports Department				
16	Others				
17	Sol.				
18					
19					
20					

QUESTIONNAIRE FOR B2V5

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

Infrastructure of Panchayat Ghar				
a) Govt building/private				
b) New/needing repairs				
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	Teachers / Faculties
a) Kindergarten	NA	NA	—	—
b) Primary	02	—	—	—
c) Middle	02	115	04	Govt 1 + Private 1
d) High	03	275	14	03
e) Higher Secondary	—	—	—	—
f) College	—	—	—	—
3. Anganwadi Centre				
	No. of Anganwadi Centres	Total Children Enrolled	Anganwadi Worker Vacancies	Govt Building / Private Building
	04	131	08	Govt (All)
4. Healthcare facility				
	No. of Sub Centers	No. of PHCs	No. of health & wellness centers	No. of Institute having Govt. building
	—	—	—	—
5. Bank branch (Y/N)				
	NA	NA	NA	NA
6. Availability of ATM (Y/N)				
	N	—	—	—
7. Kiosk center / CSC (Y/N)				
8. Patwarkhana (Y/N)				
9. Village haat (Y/N)				
10. Playground (Y/N)				
11. Ration shop (Y/N)				
	No. of Ration Shops	No. of Registered beneficiaries	Connected with online biometric system or not	
	01	—	—	
12. Government offices - details, whether functional or not				
	No. of Govt Offices		Functional	
	—		—	
13. Amrit Sarovars - details, location, condition				
	Details	Location	Condition	Utilization
	nil	—	—	—
14. Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc				
	Yes, Tourism, culture and also so many potentialities.			
15. i. Whether Panchayat assets captured on e-Gram Sampda App (Y/N)				
	—			
ii. Number of Asset captured				
	—			
iii. Please mention assets				
1.	Foot Path			
2.	Pucca drains/paths			
3.	water Tank			
4.	Bathroom			
5.	—			
16. List of Incomplete Buildings - names, Year of construction				
	Name	Year of construction		—
	Pat. Ghar, m/s Chewky	2011-2012		—
	—	—		—
17. List of Underutilized Buildings - names				
	Name	—		
	nil	—		

QUESTIONNAIRE FOR B2V5

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

Sl. 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			
2	Widow pension	Social Department	Welfare			
3	Disability pension	Social Department	Welfare	185	105	
4	Status under Stunting Mukh	Social Department	Welfare	30	23	
5	Status under wasting Mukh	Social Department	Welfare	12	09	
6	Equipment's provided to Specially abled persons (Implants, tricycles etc)	Social Department	Welfare	nil	-	
7	Digital Services provided	Social Department	Welfare	nil	-	
8	Palish Kisan	IT/ RDO/ CSC		nil	-	
9	Kisan credit card	Agriculture Department		nil	-	
10	PM Kisan Sammannidhi	Agriculture Department		nil	-	
11	Employment Saturation (PMEGP, Tejaswani, Mumkin, Mission Youth, Himnayat, etc)	Agriculture Department		150	150	
12	Primary Agriculture Credit Society (PACS) formation	Employment Department		200	200	
13	JM Implementation	Cooperative Department		nil	-	
	I. No of Household provided FITC	Jal Shakti Department		-		
	ii. Har Ghar Jal village(s) certified (No.)			-		
14	No of Households electrified	PDD		-		
15	PMAY-Gramin	RDD& PR		573	573	
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR		300	210	
17	QDF Plus villages (No)	RDD& PR		305	305	
18	Targeted Sock pit completed	RDD& PR		10	nil	
19	JRRM:	RDD& PR		13	02	
	i. Number of Self Help Groups formed					
	ii. Number of Households involved					
20	Land Passbook Saturation	Revenue Department				
21	Pending Mutations	Revenue Department				
22	Domicile Certificates	Revenue Department		1546	850	
23	Persons identified drug addicts	BDO/ Sarpanch		-	-	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch		-	-	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch		-	-	
26	Golden Health Card under Ayushman Bharat	Health Department		1546	1530	
27	Tunani suraksha yojana	Health Department		-	-	
28	Status under Anaemia Mukh	Health Department		-	-	
29	Status under Leprosy Mukh	Health Department		-	-	
30	Number of Ayushman Melas organized at health & Wellness centres / CHCs under Ayushman Bharat	Health Department		-	-	
31	Number of Ayushman Sabas held	Health Department		-	-	
32	Out of School Children brought to Schools	School Department	Education	-	-	
33	Number of students still out of Schools	School Department	Education	nil	nil	
34	Persons educated through bridge courses	School Department	Education	-	-	
35	Household using clean cooking fuel (LPG)	FCS & CA		-	-	

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S.No	Particulars	Status
1	Name of Health Institutions	
2	Type of building (Govt./ Private)	Sub Centre Chumlam
3	Availability of Staff	Pvt
	a) Doctor	nil
	b) Paramedical	nil
4	No of patients attended during the month	01
5	Status of medicine availability	46
6	Special medical camp held, if any	yes
7	Status of Immunization	yes
8	Participation of health worker in Village Health and Nutrition Day	yes
9	Institutional deliveries in Panchayat (Current Year)	15
10	Non- Institutional deliveries in Panchayat (Current Year)	nil
11	Other	nil
12	Remarks of the Visiting Officer	Urgent requirement of Medical staff + Building & washroom.

II. Education Institutions:

S.No	Particulars	Status		
1	Name of Education Institutions	WPS Chumlam	Chumlam	Gujyarah
2	Type of building (Govt./ Private)	Govt	Govt	Govt
3	Availability of Staff as per sanctioned strength	05	04	05
4	Enrolment of the School			
	a) Boys	36	20	81
	b) Girls	43	26	69
		79	46	150
5	Availability of play ground	NA	NA	NA
6	Availability of drinking water	yes	yes	yes
7	Availability of electricity	yes	no	yes
8	Availability of functional toilets	yes	yes	yes
9	Activities undertaken under 'My School My Pride'	yes	yes	yes
10	Other, cultural, Quiz etc	yes	yes	yes
11	Remarks of the Visiting Officer	Rooms for CAL Centre KG, HM Room Four classroom Play Ground	Urgent requirement of water Plaster Play Ground	Play Ground

WPS Koji upper chumlam Pvt.
Govt.
02
02.
29
25
54
NA
NA
yes
no
NA
yes
no
yes
yes
yes
yes
yes
yes
Urgent school need of building boundary in all wall respect

III. Anganwari Center:

S.No	Particulars	Status		
1	Location of Anganwari center	Anand Gupjrahkhedy, Chenthan		
2	Number of children enrolled	↓	↓	↓
	a) Boys	26	13	09
	b) Girls	28	13	17
		54	26	26
3	Status of Building (Private/ Govt.)	Private	Private	Private
4	Availability of Helper/ worker	Yes	Yes	Yes
5	Maintenance of record of children	Yes	Yes	Yes
6	Availability of sufficient ration	Yes	Yes	Yes
7	Availability of timely Ration	Yes	Yes	Yes
8	Availability of Functional toilet	Yes	Yes	Yes
9	Availability of tap connection	NA	NA	NA
10	Availability of electricity connection	Yes	Yes	Yes
11	Number of children stunted	NA	NA	NA
12	Number of children wasted	-	-	-
13	Any Other	-	-	-
14	Remarks of the Visiting Officer	Urgent requirement of building of washroom for all centres.		

Gujarat
 14
 11
 25
 Private
 Yes
 Yes
 Yes
 Yes
 Yes
 NA
 Yes
 NA
 -
 -

IV. CAPD Store:

S.No	Particulars	Status
1	Location of CAPD Store	Senabhat, Gujrasaha
2	Government / Private	Abroad Bin
3	Name of the dealer (in case of Private)	1458
4	No of registered beneficiaries	1458
5	No of beneficiaries drawing Ration from the store	Yes
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	
8	Availability of ration	150kg Atta, wheat + 900kg Rice
9	Any Other	
10	Remarks of the Visiting Officer	

V. Bank/ Extension counter:

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

VI. 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	
6	Remarks of the Visiting Officer	Urgent requirement

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	NIL
2	Condition of Playground	NIL
3	Utilization of Playground	NIL
4	Any Other	
5	Remarks of the Visiting Officer	Urgent requirement of Play ground at N. NO. 6. Churni.

VIII. Partwarkhana:

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

S.No.	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	CAF 53 311779
3	Status of the house (completed/ in-use/ under-construction)	COA 75 347531 Mohd Hussain
4	Any Other	Completed
5	Remarks of the Visiting Officer	

Soak pits / Compost pits:

S.No.	Particulars	Status
1	Location of Soakpits/ compost pits	
2	Name of the beneficiaries	Soakpits Gujarw
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Mohd IQBAL PATA Completed
4	Any Other	
5	Remarks of the Visiting Officer	

XI. Khidmatcenter / CSC:

S.No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	NIL
2	No of online services provided by the CSC	NIL
3	No of persons approached for services	Numerous
4	Any Other	
5	Remarks of the Visiting Officer	urgent requirement of Khidmat center / CSC

XII. Observation of field officer on basic amenities:

S.No	Particulars	Observations
1	Connectivity Road	Good
2	Transport	Private
3	Electricity	Good
4	Drinking water	Good
5	Cleanliness	Normal
6	Sports facility (Playground)	nil
7	Any Other	

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	1
	2. Skits, Songs, Dramas	2
	3. Local Folk programme / Show	-
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	-
B	Sports Activities	
	1. Sports Event	2
	2. Distribution of sports kit	
C	Inaugurations (If any)	
	PMAY house	①
	Segregation Sheds	-
	Amrit Sarovar	-
	JJM Assets	-
	Compost/ Soak Pits	①
	PMGSY / MGNREGA works	
	Any other	
D	Distribution of certificates	nil
	Self Employment Schemes	-
	Land Pass books	-
	Any other	
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Yes

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No.	Particulars	Status
1	SDG Theme adopted by the Panchayat	<i>For Quality Education</i>
2	Activities undertaken under the Theme (as per instruction manual)	
3	Status of activities undertaken	
4	Visible impact of the Activities	<i>Yes</i>
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	<i>Yes</i>
6	How many activities of SDG have been covered under GDP	<i>-</i>
7	Bottlenecks, if any, faced in the achievement of SDG Theme	<i>Shortage of staff in schools and health Dept</i>
8	Remarks of the Visiting Officer on the status SDG Theme	<i>Required improvement in approached foot bridge for school and subcentres</i>

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Constn of Road from Chuthan to Sarvadhay	
2	Repair of Foot bridge at Setru	
3	Constn of Road from Sembathu bridge to Gyraru	
4	Constn of Topa Foot bridge	
5		
B	Impact of B2V1 to B2V4	
1	Completion of Sembathu to Gyraru Road	
2	Constn of Play ground	
3	upgradation of middle school to High School	
4	Constn of buildings of sub centers	
5	Constn of Foot bridge at Duzode Chuthan	
C	Challenges in the Panchayat	
1	in complete of Panchayat Chas	
2	Lack of electricity	
3	Lack of Road	
4	Repair of Forest hut	
5		
D	Suggestions if any	
1	Constn of Foot bridge	
2	urgent Constn of Gyraru Road	
3	Repair of Foot bridge at Setru	
4	Constn of Road from Chuthan to Sarvadhay	
5		

Sarpanch Sambathu B.

Certified that Prabhari officer Mr. Ranjit Singh attended Block 2 Village Programme at Sarpanch Sambathu B on Dated 15-11-2023.
16-11-2023.


Sarpanch Sambathu B.
C. Sambathu B.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS	
1	Education
2	R.O.
3	
2. LEAST RESPONSIVE DEPARTMENTS	
1	Social welfare
2	Revenue
3	

II. FEEDBACK ON IT INITIATIVES

People in general are satisfied with different initiatives taken up by the UT Government.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No.	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Against J.M.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Repair of Satow foot bridge Branch of J&K Bank/ATM
3	Overall assessment of the visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions)	
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	(7)
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	

Signature of Sarpanch
 Name: Gulzara Begum

Signature of the Visiting Officer
 Name: (RANJIT SINGH)