

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

KEYFEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	Seeking details from the District team	<ol style="list-style-type: none"> Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in 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. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in / www.jkpanchayat.jk.gov.in 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 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 beneficiaries 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 2	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 deptts are present. 3. Ensure exhibition by different depts. about individual beneficiary schemes. 4. Inspect JKB/PSB counters/outlets. 5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity. 6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav. 7. Ensure saturation of 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 Nigrani, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JJM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, 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 deptts, including fair feedback about discrepancies in functioning. 18. Open discussion on Nasha Mukht Abhiyan, corruption-free Panchayat, etc. 19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.
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GENERAL INSTRUCTIONS

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

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

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

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

Instruction for Fieldvisit

FIELD VISIT

Facility	Purpose
Khidmat Centres	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin AapkiNigrani, Beams, Janbhagidari, Digital J&K
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/pro- jects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground
Har Gaon Hariyali, Planta- tion drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is held
Dangal/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify

AWARENESS GENERATION ABOUT FLAGSHIP 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 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.
- 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/Aaganwadifunctional 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.

- iii. Whether the issues raised by BalSabha 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 Halqa 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 MahilaSabha's were organized in the Gram Panchayat
- ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/ No)
- iii. Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No)
- iv. Number of women beneficiaries headed households covered under PDS system.
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana

9. Self-sufficient infrastructure in the village

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

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	<ul style="list-style-type: none"> i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. Yes ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). Yes iii. Awareness about G.I. Tagging of agriculture crops. Yes iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. Nil v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. Yes vi. Implementation of FasalBeemaYojna (Crop Insurance) Yes vii. Issuing sanction letters for insurance of the Cattle NA
2	Rural Development Department	<ul style="list-style-type: none"> i. Establishment of AmritSarovar per Panchayat(Target/Achievement) No ii. Saturation of all households in SHGs across all panchayats. 80% iii. Number of works verified and completed during B2V-I, II, III & IV. 2 works 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 Yes vi. Achieving PMAY/IHHL Saturation. Yes 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(385), PMSBY(130), APY & PMJDY(2300 approx). 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. Yes iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc. Yes
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. NA ii. Information campaign for popularization of "AapZameenAap Ki Nigrani". Y iii. Achieving saturation of land passbooks. 99% iv. Pending inheritance mutations to be completed. Nil v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional) 01
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme. Golden Card=100% ii. Swachh Hospitals- Clean Toilets and Junk free premises. No iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. Yes iv. Screening of School Children. Yes v. Awareness about screening of NCD (Non communicable disease). Yes
7	Social Welfare	<ul style="list-style-type: none"> i. Geo-tagging of established Child Care Institutions. Yes ii. Saturation of Old Age Pension ISSS/NSAP. Yes iii. Number of Disability Cards (UDID) digitized. iv. 500 Anaemia check-up camps to be conducted. Yes 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. Yes ii. Conservation of water bodies. NA iii. Forest for Fodder. NA iv. "Green J&K drive" campaign. Yes
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. No ii. Cultural event at panchayat level under Har Din Tivhar. Yes iii. Promotion of local artists by way of organizing KaviSamaylan, Painting competitions etc. Yes
11	Labour & Employment	i. Registration of Job Seekers 50 per District. Nil ii. Organizing of one Job fares per District. Nil iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme. Nil
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat N ii. Identification of out of school Children and their enrolment. Nil iii. My School My Pride-Cleanliness and Maintenance drives to be organized. Done iv. Holding of at least 200 Parent Teacher meetings per district. 10 v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility. No separate toilet for students
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) NA iii. Careers counselling and Job placements.
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. Yes ii. Distribution of sports kits. No iii. Stadium / Flood Lights No
15	Transport	i. Steps taken to reduce the occurrence of road accidents. NA ii. Cases under MUMKIN scheme to be finalized. NA
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. NA ii. Saturation of Scholarship Schemes. NA
17	Power Development Department	i. Distribution of Transformers. a) Check Unique Number b) Identify DTS with low oil and top oil Yes (8DTS) c) Identify DTS with load imbalance No d) Replace Non Standard fuses standard fuses. No e) All pending electrical accidental claim cases to be resolved and disbursed. NA f) Removal of damaged transformers. Done
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fare price shops. Yes ii. Saturation of Aadhaar Seeded Ration Cards. Yes (100%) iii. 100% grievance redressal to be ensured. Nil iv. Awareness about the schemes of the Department Yes
19	Skill Development	i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of B2V4/MTMP2 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. iv. 100% admission Polytechnic/ITI.

		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme.
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. ii. Holding Awareness Camps 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. NA 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. NA
24	Mining	i. Monthly monitoring of E-Challans. ii. Awareness programmes about illegal mining. NA 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. NA 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. NA
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. 95% ii. Smart Billing- Online collection of water charges. N iii. Ease of water connection amendment in legal provisions. Nil iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwaris for potable water. Y
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. NA
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. NA ii. Launch of Musical Talents. NA iii. Organizing photograph competition under Badalta J&K for public. NA
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. NA ii. MSME registration on single window portal. 4 No. iii. Registration of Artisans and weavers. Nil iv. Training of youth in handicrafts and Handloom cooperatives. Nil v. Achievements made under VishwaKarma Scheme. Nil
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. ii. Physical verification of completed projects/ works. NA iii. Monitoring of Aspirational Panchayat, Block and District programmes. iv. Awareness programme about registration of Births & Deaths. v. Panchayat development index rating verification.

Note :- All the deliverables are discussed in B2V5.



th 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	Fayaz Ahmad Dar
2	Designation	Lecturer
3	Department	Education
4	Place of posting	HSS Khanda
5	Mobile No	9906694826
6	Email ID	Fayazahmad1368@gmail.com
7	Home District	Budgam
8	Dates of visit	13 th -Nov-2023 to 14 th - 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	Dharambugh
2	Local Government Directory(LGD) code of the Panchayat	241229
3	Name of CD Block	B K Pora
4	Name of Tehsil	B K Pora
5	Name of District	Budgam

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	Dharambugh
2	No. of hamlets in the Panchayat	Dharambugh
3	No. of households in the Panchayat	499
4	Population (approx) of the Panchayat	3688

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	Mehraj ud din Hajam	Agriculture assistant	Present	
2	Education	Irfana Parvaiz Sajad Ahmad dar	Teacher Teacher	Present Present	
3	Food, Civil Supplies and Consumer Affairs	Mohammad Yaseen Lone	Store Keeper	Present	
4	Forest	Shabir Ahmad Dar	Forest Guard	Present	
5	Health and Medical Education	Tahir Rashid Gulzar Ahmad	MPHW Health	Present Present	
6	ICDS Department	Dr. Shahzada Saleem Mehjabeen Rehana	Sr. Sup AWW AWW	Present Present Present	
7	Irrigation and Flood Control Department	Mohd Yousuf Dar	Helper	Present	
8	Jal Shakti Department				
9	Power Development Department	Ayaz Afzal Mohd Shafi	MR	Present	
10	Public Works Department				
11	Revenue	Javaid Ahmad	Patwari	Present	
12	Rural Development and Panchayati Raj	Saqib Rouf Ahmad Gh Mohd Ganie	Panch Panch Sarpanch	Present Present Present	
13	Skill Development				
14	Social Welfare Department				
15	Youth Services and Sports Department	Sanjeet Kour	PET	Present	
16	Others	Mohd Amin Wani Rashida Akhter	LSS (Animal Husbandry) Craft assistant	Present Present	
17	PHE	Gh. Mohi ud din Bhat Mohd Abdullah	PO Class 4th	Present Present	
18	PMGSY	Tahir Bashir	AE	Present	
19	R AND B	Asif Bashir Adnan khan	JE RW	Present Present	
20	Handicrafts	Mr. Gowhar Ahmad Dar	JeT	Present	
21	Fisheries	Mr Altaf Ahmad	FS	Present	
22	Horticulture	Afham Ashraf Wani	MTS	Present	
23	Sheep Husbandry	Naseer Ahmad Wani	F/S	Present	
24	DIC	Baiza Bano	Sr. Assistant	Present	
25	JK State Corporate Bank	Yasmeen Muzaffar	MANager	Present	

QUESTIONNAIRE FOR B2V5

Schedule-II

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

1	Infrastructure of Panchayat Ghar				
	a) Govtbuilding/private				
	b) New/needingrepairs				
	II. Furniture(Y/N)	Y			
	III. Computer/printer(Y/N)	Y			
	IV. Internet (Y/N)	Y			
	V. Telephone (Y/N)	N			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Y			
	VII. Water (Y/N)	Y			
	VIII. Electricity(Y/N)	Y			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	X			
	b) Primary	X			
	c) Middle	1	40		Rented in Halqa dharambugh-A
	d) High	X			
	e) Higher Secondary	X			
	f) College	X			
3	AnganwadiCentre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		1	41		Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		1			
5	Bankbranch(Y/N)	Y			
6	Availability of ATM (Y/N)	N			
7	Khidmatcenter/ CSC (Y/N)	Y			
8	Patwarkhana(Y/N)	Y			
9	Village haat (Y/N)	N			
10	Playground(Y/N)	Y			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		2	700	Y	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		0			
13	Amrit Sarovars – details, location, condition	Details	Location	Condition	Utilization
		Nil			
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc				
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured				
	iii. Please mention assets	MGNREGA /Development of park			
	1.	Play Field			
	2.	Green Yard Road			
	3.				
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name		Year of construction	
		Nil		Nil	
17	List of Underutilized Buildings- names	Name		Year of construction	
		Nil		Nil	

QUESTIONNAIRE FOR B2V5

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

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET ELIGIBLE BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDENCY
1	Old Age pension	Social Department Welfare	52	52	
2	Widowpension	Social Department Welfare	13	13	
3	Disabilitypension	Social Department Welfare	12	12	
4	Status under Stunting Mukht	Social Department Welfare	–	–	
5	Status under wasting Mukht	Social Department Welfare	–	–	
6	Equipment's provided to Specially abled persons(implants, tricycles etc)	Social Department Welfare	3	2 (Firdous Ahmad Malik Firdous Ahmad Rather)	
7	Digital Services provided	IT/ BDO/ CSC			
8	Daksh Kisan	Agriculture Department	10	7	
9	Kisan credit card	Agriculture Department	130	130	
10	PM KisanSammannidhi	Agriculture Department	115	115	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department			
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department			
13	JJM Implementation	Jal Shakti Department			
	i. No of Household provided FHTC		385	385	
	ii. Har Ghar Jal village(s) certified (No.)		Y		
14	No of Households electrified	PDD	494	494	
15	PMAY- Gramin	RDD& PR	–	–	
16	SBMGrain- IHHL functional (Household toilets)	RDD& PR	100%	100%	ODF
17	ODF Plus villages (No)	RDD& PR	1	1	
18	Targeted Sock pit completed	RDD& PR	14	14	
19	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed		26	26	
	ii. Number of Households involved		260	260	
20	Land Passbook Saturation	Revenue Department	1208	1200	(8-Land Sold)
21	Pending Mutations	Revenue Department	0	0	
22	Domicile Certificates	Revenue Department	100%	100%	
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	3000	2880	Not applicable online
27	Janani suraksha yojana	Health Department	12	4	Non availability of funds
28	Status under Anaemia Mukht	Health Department	124	124	
29	Status under Leprosy Mukht	Health Department	100%	100%	Screening done on regular basis(No case)
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	Once in a month	Once in a month	
31	Number of AyushmanSabas held	Health Department	Once in a month	Once in a month	
32	Out of School Children brought to Schools	School Department Education	N		
33	Number of students still out of Schools	School Department Education	N		
34	Persons educated through bridge courses	School Department Education	N		
35	Household using clean cooking fuel (LPG)	FCS & CA	700	650	

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Subcentre Dharambugh
2	Type of building (Govt./ Private)	Pvt
3	Availability of Staff a) Doctor b) Paramedical	Doctor (N) Paramedical (Y) =2
4	No of patients attended during the month	28
5	Status of medicine availability	Basic Medicine Available
6	Special medical camp held, if any	No
7	Status of Immunization	Yes
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	No
10	Non-Institutional deliveries in Panchayat (Current Year)	No
11	Other	
12	Remarks of the Visiting Officer	Non availability of doctor

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	GMS Kralpora Dharambugh
2	Type of building (Govt./Private)	Rented in Halqa Dharambugh- A
3	Availability of Staff as per sanctioned strength	9
4	Enrolment of the School a) Boys b) Girls	12 28
5	Availability of play ground	N
6	Availability of drinking water	N
7	Availability of electricity	N
8	Availability of functional toilets	1
9	Activities undertaken under 'My School My Pride'	Conducted on June 2023
10	Other	X
11	Remarks of the Visiting Officer	Need School in proper govt Building

III. AnganwariCenter:

S. No	Particulars	Status
1	Location of Anganwaricenter	
2	Number of children enrolled a) Boys b) Girls	41 25 16
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	Y
5	Maintenance of record of children	Y
6	Availability of sufficient ration	Y
7	Availability of timely Ration	Y
8	Availability of Functional toilet	Y
9	Availability of tap connection	Y
10	Availability of electricity connection	Y
11	Number of children stunted	N
12	Number of children wasted	N
13	Any Other	X
14	Remarks of the Visiting Officer	Doing good job

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Dharambugh
2	Government / Private	1 Govt/ 1 Private
3	Name of the dealer (in case of Private)	M. Yaseen Lone
4	No of registered beneficiaries	700
5	No of beneficiaries drawing Ration from the store	700
6	Whether store is functioning through Aadhar biometric system	Y
7	Whether record/register maintained in the store	Y
8	Availability of ration	Y
9	Any Other	X
10	Remarks of the Visiting Officer	–

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	J & K State Cooperative Bank
2	No of Accounts in the branch	2010
3	No of persons applied under various self-employment schemes	45
4	No of cases sanctioned under various self-employment schemes	45
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	40 (5 Under process)
6	Availability of ATM	No
7	Any Other	
8	Remarks of the Visiting Officer	Need of ATM Machine

VI. Amrit Sarovar:

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

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Dharambugh Kantermohalla
2	Condition of Playground	Under Proces (yes) Work going on
3	Utilization of Playground	Under Process (yes)
4	Any Other	
5	Remarks of the Visiting Officer	Need Volley ball Court

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Dharambugh
2	Government/ Private building	Govt
3	Land passbook saturation	1200
4	Pending mutations	Nil
5	Any Other	
6	Remarks of the Visiting Officer	Good Progress

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Nil
2	Name of the beneficiary	
3	Status of the house (completed/ in-use/ under-construction)	Not eligible as they are under urban
4	Any Other	
5	Remarks of the Visiting Officer	Since it was shifted to urban but verification done and need an immediate action.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Dharambugh
2	Name of the beneficiaries	14
3	Status of the Soakpits/compost pits (completed/in-use/under-construction)	Complete
4	Any Other	
5	Remarks of the Visiting Officer	Need for more compost pits

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Dharambugh
2	No of online services provided by the CSC	5
3	No of persons approached for services	131
4	Any Other	
5	Remarks of the Visiting Officer	Need more CSC's

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Good
2	Transport	Good
3	Electricity	Good as per schedule
4	Drinking water	Good
5	Cleanliness	Good
6	Sports facility (Playground)	Satisfactory
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	Y
	2. Skits, Songs, Dramas	Y
	3. Local Folk programme / Show	N
	4. Discussions with PRI and Senior citizens	Y
	5. Exhibitions	N
B	Sports Activities	
	1. Sports Event	Y
	2. Distribution of sports kit	N
C	Inaugurations (If any)	
	PMAY house	N
	Segregation Sheds	N
	Amrit Sarovar	N
	JJM Assets	N
	Compost/ Soak Pits	4 Soak Pits
	PMGSY / MGNREGA works	
	Any other	PRI works
D	Distribution of certificates	
	Self Employment Schemes	N
	Land Pass books	Y
	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	Y

QUESTIONNAIRE FOR B2V5

Schedule-VI

(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Self Sufficient Infrastructure
2	Activities undertaken under the Theme (as per instruction manual)	Road, Lanes, Segregation Shed, Composit Pits Individual Household etc.
3	Status of activities undertaken	In Progress
4	Visible impact of the Activities	Activities / Work done under SDG have positive impact on general public.
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	. No (Healthy village for the FY 2024-25)
6	How many activities of SDG have been covered under GPDP	41
7	Bottlenecks,if any,faced in the achievement of SDG Theme	Lack of training to front line works of other departments
8	Remarks of the Visiting Officer on the status SDG Theme	Some activities have been full filled and some other activities to be completed.

QUESTIONNAIRE FOR B2V5

Schedule-VII (IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Establishment of Govt School	
2	To provide ATM	
3	To improve electricity need (demands enclosed)	
4	PHC – Non availability of doctors	
5	Proper maintenance of roads (Demands enclosed)	
B	Impact of B2V1 to B2V4	
1	Playground near petrol pump Dharambugh	
2	Construction and work going on	
3		
4		
5		
C	Challenges in the Panchayat	
1	Non availability of ATM	
2	Demand of PHC (Or upgrade Sub Centre)	
3	Establishment of Govt school	
4		
5		
D	Suggestions if any	
1	There is an urgent need for PHC, ATM and Govt School	
2		
3		
4		
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RDD
2	PHE
3	PDD
2	LEAST RESPONSIVE DEPARTMENTS
1	Health
2	R and B
3	Irrigation and flood control

ii. FEEDBACK ON UT INITIATIVES

Initiatives are actively working for the betterment of people and actively mobilizing people.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Health Centre without doctor, ATM and School Needed.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Health Centre, ATM and School.
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)	Panchayat body is active and working for the welfare of people. Urgent need of funds for the complaints brought up.
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

Signature of the Visiting Officer

Name Ghulam Mohd Ganie

Name: - Fayaz Ahmad Dar