

B2V5-Booklet

(Instruction Manual, Deliverables & Questionnaire for B2V5)



7th to 16th NOVEMBER, 2023.

Block CHANGA Panchayat ACHAIR

Name of Visiting Officer MOHID SHAFI Designation Lecturer

**DISTRICT ADMINISTRATION
DODA**

FEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	Seeking details from the District team	- 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: • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work - Plans/ beneficiary lists: • MGNREGA draft plan document for the year 2023-24. • List of Awaaz+ beneficiaries alongwith IHHL Convergence • List of pension beneficiaries • List of SHGs • List of agriculture scheme beneficiaries - Lists of beneficiaries for: • 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.	1. To hold meetings with PRIs, Officers/officials of the dept and General Public to have firsthand information about Infrastructure & implementation of Schemes as per Schedule IB & Schedule-II. 2. Ensure that all front line workers of different depts are present. 3. Ensure exhibition by different depts. about individual benefit schemes. 4. Inspect JKB/PSB counters/outlets. 5. Participate/ensure organization of sports activity in place, talent hunt cultural event/youth activity. 6. Ensure awareness generation about PM Vishwakarma scheme, AyushmanBharat. 7. Ensure saturation of soil health card and Golden Health under AyushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of passbooks. 8. Visit government establishments, i.e., Health facility, Eda Institute, Aganwadicenters, CAPD store, Bank/Extension cell, Amrit Sarovar, Playground, PatwarKhana, etc. 9. Inspect Khidmat (CSC) Centres and create/generate awareness about online schemes, especially G2C schemes like BE Janbhagidari, Aapki Zamin Aapki Nigamni, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through visits of PMAY houses, Compost/Soil pits, JJM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. 12. Wherever possible, distribute employment letters for persons selected under various government employments. 13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL toilets and payments CS AMRIT SAROVAR. 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 local 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 (RDO/Paralegal Secretary) for further uploading of the report on the web (www.dgprachin.jk.gov) in portal within a week's time, post which the report will be available to the public.

FIELD VISIT

Scheme	Activity
Ashwini Centre	Check awareness awareness on online services particularly G2C schemes (Apki Zamin Apki Vigyan, Bharat, Sahajayati, Digital JKC) at State of course to Number of visitors etc
JKN TSD construction	Verify whether identification and infrastructure done
Incomplete buildings/panchayat	Verify whether identification and infrastructure done
PDV	Visit, evaluate, online status
POC	Visit, evaluate, status of staff, equipment and quality
PMAY	Inspect, long-term
My school, my pride program: schools, water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kit distribution Village games	Inspect, verify. Participate in at least one game in the playground
Har Ghar Harkati, Panchayat drive	Evaluate status, feedback
Village cultural event	Participate in event that it is held
Bangal/HanNile	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeevan Mission verification	Verify
WSS/JSD Electricity supply	

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ANALYSIS/GENERATION ABOUT FLAGSHIP SCHEMES

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

FLAGSHIP SCHEMES

1. Ayushman Bharat- PMJAY
 2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission
 3. PM Awas Yojana (Rural)
 4. PM Ujjwala Yojana
 5. PM Vishwakarma
 6. PM Kisan Samman Nidhi
 7. Kisan Credit Card (KCC)
 8. PM Poshan Abhiyan
 9. Har Ghar Jal- Jal Jeevan Mission
 10. Survey of Villages and Mapping with improved technology in Village areas (SVAMITVA)
 11. Jan Dhan Yojana
 12. Jeevan Jyoti Bham Yojana
 13. PM KUSUM Yojana
 14. Sarakata Bham Yojana
 15. Atal Pension Yojana
1. Enrollment in Ekshara Model residential school
 2. Scholarship schemes
 3. Forest Rights Title/Endowment and Community Land
 4. Van Dhan Vikas Kendra/ Self Help Groups

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

1. SDGs AGREED FOR THAT VILLAGE, NOT IMPLEMENTED BY MARCH 2024
2. STATUS OF WORKS UNDER THE FOLLOWING GOALS

I. 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, forests, slopes, wetlands, degraded forest with 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 reduce energy consumption, usage of local fuels, planters, non-toxic building materials and also to promote measures like planting of trees, conserving forests, usage of agro-ecological 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/sewage pits for solid/liquid waste management? Yes/No

2. Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? Yes/No
- ii. Do all the eligible individuals have 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-efficient 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
- 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 have a toilet facility or not? Yes/No
- vi. Are all the toilets in the schools/Anganwadis functional or not? Yes/No
- vii. Whether Gram Panchayat Bhavan has separate toilets for women or not? Yes/No

4. Child-Friendly village

- i. Do all the children under the age of 6-4 years been enrolled in the Anganwadis/centers pre-schooling? Yes/No
- ii. How many BalSakhs were organized in the Gram Panchayat.

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- iii. Whether the issues raised by BalSakhs 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 Bhavan 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 Village Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No
- vi. Is Social Audit of various Schemes/Programs carried out or not? Yes/No

6. Poverty-free and enhanced livelihood village

- i. Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify
- ii. Have all the eligible households registered in PDS or not? Yes/No
- iii. Has Gram Panchayat provided space for Self-help Groups in Panchayat Bhavan 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 Karyakari Expenses 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. Fagendered Development in Village

- i. How many Mahila Sakhs were organized in the Gram Panchayat
- ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhavan (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) enjoying social protection benefits under Pradhan Mantri Matru Mahatva Yojana

9. Self-sufficient infrastructure in the village

10. Page 7

- Whether GP has a Community L&P with access to electricity, furniture, water, etc. (Yes/No)
- Whether the District management plan is available in the GP (Yes/No)
- Whether child-friendly park with required facilities is available in GP (Yes/No)
- Whether the GP has any access to Godown for storage (Yes/No)
- Whether street lights are provided in public places for ensuring safety (Yes/No)

deliverables:

S. No.	Department	Deliverables
1	Agriculture Production Department	i. Awareness programmes regarding the credit support of Small Farmers/ Machine Owners. ii. Ensuring Submission of Kisan Credit Cards (KCC) & Soil Health Cards (SHC). iii. Awareness about the buying of agriculture input. iv. Issuing sanction letter to the beneficiaries for providing Farm Machinery equipment. v. Distribution of seedling and seeds including KVIC seeds, in-situ seeds. vi. Implementation of KVK/Agro-Village (AV) projects. vii. Giving sanction letter to the beneficiaries. viii. Establishment of KVKs in the form of Targeted (Target Achievement). ix. Submission of all documents in the form of Targeted (Target Achievement). x. Number of seeds sowing and completed during KVIC L, II, III & IV. xi. Achieving 100% total area of KVIC. xii. 100% verification of KVIC seed sowing from door to door collection mechanism, registration, SHC, KCC, KVK/Agro-Village (AV) for all beneficiaries. xiii. Achieving PMKSY, Subsidies. xiv. Status of Drug Free Campaign for Farming. xv. Organizing of various programmes for the farmers.
2	Rural Development Department	i. All online services under Public Service Guarantee Act to be provided and information about them to be disseminated. ii. Awareness about KVIC, KVK/Agro-Village (AV) etc. iii. Meetings, field parties in all panchayats under KVIC, KVK & Services. iv. Opening of new KVIC, KVK, AGRO-VILLAGE. v. Assistance to be provided to the beneficiaries for the services, KVK, AGRO-VILLAGE, etc. vi. Number of KVKs linked accounts under KVIC, KVK, AGRO-VILLAGE. vii. Providing Self-employment to all KVIC, KVK, AGRO-VILLAGE in consultation with SHC, KCC, KVK, AGRO-VILLAGE. viii. Setting up of clusters by KVKs at Panchayat level for verification, Sanctioning and disbursement of loans and also accepting fresh application under all individual subsidy schemes. ix. Awareness programmes about GST related work, Electronic verification of Tax Payments.
3	Information Technology	i. Awareness programmes about Management Agency data of registration & delivery of registration documents online to the citizens by the Tahsildar concerned. ii. Information campaign for all citizens of "A Zameen Ka Kisi Nigrah". iii. Achieving submission of all documents. iv. Pending inheritance Mutation to be completed. v. Functionality of the KVK/Agro-Village (AV) etc. (KVK/Agro-Village Functional). vi. Submission of KVK, AGRO-VILLAGE, KVK, AGRO-VILLAGE, etc. vii. KVK/Agro-Village (AV) etc. (KVK/Agro-Village Functional). viii. Awareness programmes about KVIC, KVK, AGRO-VILLAGE, etc. ix. Screening of School Children. x. Awareness about the KVIC (KVK/Agro-Village Functional). xi. Two-bagging of education (KVK/Agro-Village Functional). xii. Submission of Old Age Pension (OAP) etc. xiii. Number of Disability Cards (UDID) delivered. xiv. 500 Anemia check up service to be provided. xv. Number of Aangana, KVK, KVK, AGRO-VILLAGE, etc.
4	Finance Department	i. Awareness programmes about Management Agency data of registration & delivery of registration documents online to the citizens by the Tahsildar concerned. ii. Information campaign for all citizens of "A Zameen Ka Kisi Nigrah". iii. Achieving submission of all documents. iv. Pending inheritance Mutation to be completed. v. Functionality of the KVK/Agro-Village (AV) etc. (KVK/Agro-Village Functional). vi. Submission of KVK, AGRO-VILLAGE, KVK, AGRO-VILLAGE, etc. vii. KVK/Agro-Village (AV) etc. (KVK/Agro-Village Functional). viii. Awareness programmes about KVIC, KVK, AGRO-VILLAGE, etc. ix. Screening of School Children. x. Awareness about the KVIC (KVK/Agro-Village Functional). xi. Two-bagging of education (KVK/Agro-Village Functional). xii. Submission of Old Age Pension (OAP) etc. xiii. Number of Disability Cards (UDID) delivered. xiv. 500 Anemia check up service to be provided. xv. Number of Aangana, KVK, KVK, AGRO-VILLAGE, etc.
5	Revenue Department	i. Awareness programmes about Management Agency data of registration & delivery of registration documents online to the citizens by the Tahsildar concerned. ii. Information campaign for all citizens of "A Zameen Ka Kisi Nigrah". iii. Achieving submission of all documents. iv. Pending inheritance Mutation to be completed. v. Functionality of the KVK/Agro-Village (AV) etc. (KVK/Agro-Village Functional). vi. Submission of KVK, AGRO-VILLAGE, KVK, AGRO-VILLAGE, etc. vii. KVK/Agro-Village (AV) etc. (KVK/Agro-Village Functional). viii. Awareness programmes about KVIC, KVK, AGRO-VILLAGE, etc. ix. Screening of School Children. x. Awareness about the KVIC (KVK/Agro-Village Functional). xi. Two-bagging of education (KVK/Agro-Village Functional). xii. Submission of Old Age Pension (OAP) etc. xiii. Number of Disability Cards (UDID) delivered. xiv. 500 Anemia check up service to be provided. xv. Number of Aangana, KVK, KVK, AGRO-VILLAGE, etc.
6	Health & Medical Department	i. Awareness programmes about Management Agency data of registration & delivery of registration documents online to the citizens by the Tahsildar concerned. ii. Information campaign for all citizens of "A Zameen Ka Kisi Nigrah". iii. Achieving submission of all documents. iv. Pending inheritance Mutation to be completed. v. Functionality of the KVK/Agro-Village (AV) etc. (KVK/Agro-Village Functional). vi. Submission of KVK, AGRO-VILLAGE, KVK, AGRO-VILLAGE, etc. vii. KVK/Agro-Village (AV) etc. (KVK/Agro-Village Functional). viii. Awareness programmes about KVIC, KVK, AGRO-VILLAGE, etc. ix. Screening of School Children. x. Awareness about the KVIC (KVK/Agro-Village Functional). xi. Two-bagging of education (KVK/Agro-Village Functional). xii. Submission of Old Age Pension (OAP) etc. xiii. Number of Disability Cards (UDID) delivered. xiv. 500 Anemia check up service to be provided. xv. Number of Aangana, KVK, KVK, AGRO-VILLAGE, etc.
7	Social Welfare	i. Awareness programmes about Management Agency data of registration & delivery of registration documents online to the citizens by the Tahsildar concerned. ii. Information campaign for all citizens of "A Zameen Ka Kisi Nigrah". iii. Achieving submission of all documents. iv. Pending inheritance Mutation to be completed. v. Functionality of the KVK/Agro-Village (AV) etc. (KVK/Agro-Village Functional). vi. Submission of KVK, AGRO-VILLAGE, KVK, AGRO-VILLAGE, etc. vii. KVK/Agro-Village (AV) etc. (KVK/Agro-Village Functional). viii. Awareness programmes about KVIC, KVK, AGRO-VILLAGE, etc. ix. Screening of School Children. x. Awareness about the KVIC (KVK/Agro-Village Functional). xi. Two-bagging of education (KVK/Agro-Village Functional). xii. Submission of Old Age Pension (OAP) etc. xiii. Number of Disability Cards (UDID) delivered. xiv. 500 Anemia check up service to be provided. xv. Number of Aangana, KVK, KVK, AGRO-VILLAGE, etc.

	iv. Number of Beech/Chalchala/Chalchala women held v. Saturation of left out cases under priority missions, stipends and incentives MC. vi. Awareness about Drug Free/No Tobacco.
Forest, Energy & Environment	i. Particular drives under 'Har Ghar Harkat' program. ii. Conservation of water bodies. iii. Forest for Andher. iv. Green JAL drive campaign.
Tourism	i. Identification & Registration of tourist spots. ii. Providing support for tourists to travel under village cooperatives. iii. Promotion for awareness of the tourist spots. iv. Identification, demarcation and conservation of at least 5 tourist destinations/ priority themes across per district. v. Ready free tourist destinations.
Culture Department	i. Organizing school/college level competitions. ii. Cultural event at panchayat level under Har Ghar Harkat. iii. Promotion of local artists by way of organizing Kavi Samayam, Panchayat competitions etc.
Labour & Employment	i. Registration of job seekers under District. ii. Organizing of job fairs per District. iii. Awareness about Self Employment Schemes under Seed Capital for Youth Start-up Loan Scheme.
Non Education Department	i. Number of students covered under Kisan Bharat & Padma 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 Parents Teacher Meetings per district. v. Number of schools having access to Drinking Water, Separate Toilet, Electricity facility.
Non Education	i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My College My Pride (MCP) Campaign, Quiz Clubs, Sports & Games. iii. Career counselling and Job placement.
Health Services & Sports	i. Organizing sports activities/tournaments in every panchayat. ii. Distribution of sports kit. iii. Stadium / Flood Lights.
Transport	i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MGNREGS scheme to be resolved.
Social Affairs	i. Organizing of Tribal Artisan Hubs in each District. ii. Saturation of Scholarship Schemes.
Power Department	i. Distribution of Transformers. a) Check Unique Numbers. b) Identify DTS with low oil and top oil. c) Identify DTS with bad performance. d) Replace Non Standard type standard types. e) All pending electrical accidental claim cases to be resolved or disbursed. f) Removal of damaged transformers.
Other and matters	i. Achievements made under opening of fair price shops. ii. Saturation of Aadhar/ Social Pension Cards. iii. 100% grievance redressal to be ensured. iv. Awareness about the schemes of the Department.
Signment	i. Training of left out SHG members registered with NREGS/Tribal Affairs. ii. Skill Training of 82% of the youth. iii. Short term Skill Training of women in rural/urban areas in collaboration with Universities/Colleges/Schools of JALVT. iv. 100% admission Polytechnic/ITIs.

	i. 100% Implementation of Skill Strengthening for Industrial Value Enhancement Scheme. ii. Formation of Farmer Producer Organizations (FPOs) at Block level. iii. Holding of Farmer's Groups. iv. Registration of new cooperative societies. v. Public awareness events (BET) under Pradhan Mantri Kisan Samiksha Yojana. vi. Outreach and Sowing of farmers for PM-KISAN Scheme. vii. Installation of 'Kisan' for PM-KISAN for more awareness. viii. Connectivity of left out households under PM-KISAN. ix. Safe and clean and inspection of all roads. x. All major roads to be paved.
20 Cooperative	i. Inspections carried out to ensure safety of dams and grievance disposal, report keeping & inspection. ii. Monthly monitoring of 5-1000. iii. Awareness programme about legal rights. iv. Grant of quality loans. v. Identification of new minor irrigation works.
21 Science & Technology	i. Number of grievances received of Relief Commissioner's Portal. ii. Training of 250 AUSA members. iii. Training of volunteers under SDA. iv. Ensuring disaster preparedness. v. Online portal for grievance redressal for JAL Government employees. vi. Monitoring complaints through toll free telephone grievance cell PUKAR. vii. Action against false complaints.
22 Public Works Department (PWD)	i. Providing of Functional Household Toilet 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 Jal Gourav Mission & Regular testing of all Schools & Anganwadis for potable water.
23 ARI Trainings	i. To start work on E-quantity project. ii. Mechanism for monitoring of cases at district level. iii. Steps for decriminalization of cases. iv. Satisfaction level for grievances redressal. v. Assessment of perception of departments among public. vi. Key issues of concern leading to grievances to be identified.
24 Housing	i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants. iii. Awareness programmes regarding safe right. iv. Capacity building/ training of the staff. v. Awareness about yoga. vi. Training and awareness camps for farmers in commercial horticulture. vii. Training of the Departmental officers in Media and Communications. viii. Launch of Harkat Talents. ix. Organizing photography competitions under Swachh Bharat for public. x. PMGP cases in which marginal money disbursed.
25 Disaster Management	i. MSME registration on single window portal. ii. Registration of Artisans and weavers. iii. Training of youth in handicrafts and Handloom cooperatives. iv. Achievements made under Vishwakarma Scheme. v. Monitoring of CSR / Flagship Programmes. vi. Physical verification of completed projects/ works. vii. Monitoring of Aspirational Panchayat, Block and District programmes. viii. Awareness programme about registration of births & Deaths. ix. Panchayat development index rating verification.
26 GAO	
27 Jal Shakti Department	
28 Law Justice & Parliamentary affairs	
29 Public Grievance	
30 Estates Department	
31 Hospitality & Protocol	
32 Horticulture Department	
33 Information Department	
34 Industries & Commerce Department	
35 Planning Development & Monitoring Department	

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 center Achari
3	Availability of Staff a) Doctor b) Paramedical	Private FMPHW
4	No of patients attended during the month	
5	Status of medicine availability	28
6	Special medical camp held, if any	Yes
7	Status of Immunization	Nil
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	Yes
10	Non-Institutional deliveries in Panchayat (Current Year)	09
11	Other	02
12	Remarks of the Visiting Officer	upgradation of center is required & Building is required

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	M.S Achari
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff as per sanctioned strength	02
4	Enrolment of the School a) Boys b) Girls	46 44
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'	Essay competitions
10	Other	-
11	Remarks of the Visiting Officer	Some of School buildings are completely damaged & require newly construction of Building.

5 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	88	88	-
2	Widow pension	Social Department Welfare	0.24	-	-
3	Disability pension	Social Department Welfare	24	24	-
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	09	09	-
7	Digital Services provided	IT/ BDO/ CSC	-	-	-
8	Daksh Kisan	Agriculture Department	-	-	-
9	Kisan credit card	Agriculture Department	215	215	-
10	PM Kisan Sammannidhi	Agriculture Department	125	125	-
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	225	75	Under process
	i. No of Household provided FHTC		-	-	
	ii. Har Ghar Jal village(s) certified (No.)		150	-	
14	No of Households electrified	PDD	225	135	Under process
15	PMAY- Gramin	RDD & PR	27	27	-
16	SBM Gramin- IHHL functional (Household toilets)	RDD & PR	-	-	-
17	ODF Plus villages (No)	RDD & PR	01	-	-
18	Targeted Sock pit completed	RDD & PR	01	-01	-
19	JKRLM:	RDD & PR			
	i. Number of Self Help Groups formed	- nil -			
	ii. Number of Households involved				
20	Land Passbook Saturation	Revenue Department	300	255	-
21	Pending Mutations	Revenue Department			-
22	Domicile Certificates	Revenue Department	1310	605	Under process
23	Persons identified drug addicts	BDO/ Sarpanch	-	-	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	Yes		
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	Yes		
26	Golden Health Card under Ayushman Bharat	Health Department	1310	274	Under process
27	Janani suraksha yojana	Health Department	-		
28	Status under Anaemia Mukht	Health Department	-		
29	Status under Leprosy Mukht	Health Department	-		
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	Yes	-	-
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	-		
34	Persons educated through bridge courses	School Department Education	-		
35	Household using clean cooking fuel (LPG)	FCS & CA	296	250	-

QUESTIONNAIRE FOR B2V5

Schedule-II

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

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private				
	b) New/need repairs	Private			
	II. Furniture(Y/N)				
	III. Computer/printer(Y/N)	Yes			
	IV. Internet (Y/N)	N			
	V. Telephone (Y/N)	N			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	N			
	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	01	22	01	Govt.
	b) Primary	01	28	02	Govt.
	c) Middle	01	90	03	Govt.
	d) High	Nil	-	-	-
	e) Higher Secondary	Nil	-	-	-
	f) College	Nil	-	-	-
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		04	66		1 Govt 3 Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		01	Nil	Nil	Nil
5	Bank branch(Y/N)	N			
6	Availability of ATM (Y/N)	N			
7	Khidmat center/ CSC (Y/N)	N			
8	Patwarkhana(Y/N)	N			
9	Village haat (Y/N)	N			
10	Playground(Y/N)	N			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01	966	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		Nil		Nil	
13	Amrit Sarovars – details, location, condition	Details	Location	Condition	Utilization
		N	N	-	-
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Tourism			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	-			
	iii. Please mention assets	-			
	1.	-			
	2.	-			
	3.	-			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		CFL 2 No's R.I.C. Shopping complex	2006		
17	List of Underutilized Buildings- names	Name	Year of construction		
		Nil	2006		

QUESTIONNAIRE FOR BZVS

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	Akhter Hussain	Teacher	Present	
2	Education				
3	Food, Civil Supplies and Consumer Affairs	Eth. Hussain	Dealer	Present.	
4	Forest	—			
5	Health and Medical Education	Sushma Devi	FM PHN	Present	
6	ICDS Department	Shakeela Begum	AWW	Present	
7	Irrigation and Flood Control Department	—			
8	Jal Shakti Department	Ashiq Hussain	Supervisor	Present	
9	Power Development Department	Gambhir Chand.	Technician A15	Present	
10	Public Works Department	Wahid Hussain	Junior Assistant	Present	
11	Revenue	—			
12	Rural Development and Panchayat Raj	Tariq Hussain	Secretary Panchayat	Present	
13	Skill Development	—			
14	Social Welfare Department	—			
15	Youth Services and Sports Department	—			
16	Others	Rozina Begum	AWW	Present	
17	PMGSY.	Hag Nawaz	J.E	Present	
18	Animal Husbandry	Imtiaz Ahmed	N.P.	Present	
19					
20					

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	MOHD SHAFI
2	Designation	Lecturer
3	Department	EDUCATION
4	Place of posting	H.S.S. Gandoth
5	Mobile No	7051933929
6	Email ID	mohdshafimaster@gmail.com
7	Home District	DODA
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	ACHAIR
2	Local Government Directory(LGD) code of the Panchayat	399 239484
3	Name of CD Block	CHANGTA
4	Name of Tehsil	Bhalesha (Gandoth)
5	Name of District	DODA

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	07
3	No. of households in the Panchayat	296
4	Population (approx) of the Panchayat	1310

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	—
	2. Skits, Songs, Dramas	—
	3. Local Folk programme / Show	—
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	nil
B	Sports Activities	nil
	1. Sports Event	—
	2. Distribution of sports kit	—
C	Inaugurations (If any)	Yes
	PMAY house	Yes
	Segregation Sheds	—
	Amrit Sarovar	—
	JJM Assets	on progress
	Compost/ Soak Pits	Complete
	PMGSY / MGNREGA works	—
	Any other	—
D	Distribution of certificates	—
	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

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Acharr (Palosan Hamlet)
2	Name of the beneficiary	Zayara Hussain
3	Status of the house (completed/ in-use/ under-construction)	Complete.
4	Any Other	-
5	Remarks of the Visiting Officer	Visited the constructed house and found satisfactory work.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	1-Soak pit 01. Compost pit
2	Name of the beneficiaries	-
3	Status of the Soakpits/compost pits (completed/in-use/under-construction)	Complete.
4	Any Other	-
5	Remarks of the Visiting Officer	Panchayat require three more compost pit

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Nil
2	No of online services provided by the CSC	-
3	No of persons approached for services	-
4	Any Other	-
5	Remarks of the Visiting Officer	Panchayat require a khidmat centre

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Normal
2	Transport	Light vehicle
3	Electricity	Yes
4	Drinking water	Yes
5	Cleanliness	Yes
6	Sports facility (Playground)	Nil
7	Any Other	-

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	nil
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	
8	Remarks of the Visiting Officer	Panchayat Requires a Bank branch & ATM.

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	nil
6	Remarks of the Visiting Officer	Requires the availability of land for Amrit Sarovar

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	Requires a good play ground for Panchayat

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	nil
2	Government/ Private building	nil
3	Land passbook saturation	nil
4	Pending mutations	nil
5	Any Other	
6	Remarks of the Visiting Officer	Panchayat requires a Patwarkhana at Achari

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	04
2	Number of children enrolled a) Boys b) Girls	36 30
3	Status of Building (Private/ Govt.)	01 Govt - 03 Private
4	Availability of Helper/ worker	4/4
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	-
12	Number of children wasted	-
13	Any Other	-
14	Remarks of the Visiting Officer	3 no centers require Govt. Building constructed -

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Achalev
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Gh. Hussain
4	No of registered beneficiaries	-
5	No of beneficiaries drawing Ration from the store	966
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	
10	Remarks of the Visiting Officer	Const. of Govt. Building is required for Ration Store.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
	1	Drinking water
	2	Primary Health Centre (PHC)
	3	School Staff
	4	Electricity pole
	5	Computers
B	Impact of B2V1 to B2V4	
	1	Work in progress in drinking water
	2	PHC - not under taken
	3	School is under staff
	4	Electricity poles are not provided
	5	Computers are not provided
C	Challenges in the Panchayat	
	1	PHC
	2	School is under staff
	3	Lack of electricity pole
	4	School Building is damaged
	5	No Bank branch & ATM.
D	Suggestions if any	
	1	Problem mentioned may be resolved
	2	as soon as possible.
	3	School Building construction on 1st
	4	priority Base and School Staff on 2nd
	5	priority base.

QUESTIONNAIRE FOR B2V5

Schedule-VI

(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean and green village
2	Activities undertaken under the Theme (as per instruction manual)	Construction of soakpit and compost pit. provided dust Bin.
3	Status of activities undertaken	Complete
4	Visible impact of the Activities	Soak pit and compost pit are functional
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes.
6	How many activities of SDG have been covered under GPDP	05 Types
7	Bottlenecks, if any, faced in the achievement of SDG Theme	no.
8	Remarks of the Visiting Officer on the status SDG Theme	Require more activities of theme in the panchayat.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RDD
2	Education
3	Water/Electricity.
2	LEAST RESPONSIVE DEPARTMENTS
1	Revenue / Fisheries
2	Forest
3	Agriculture -

ii. FEEDBACK ON UT INITIATIVES

By converting state into UT people of J&K are directly linked with the other states of India. People are lacking the local Govt. unemployment is very large.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Need of development of motor Road + Lack of School Building.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	1. Construction of Link Road from Achair to Achair Bala. 2. Development of Shive mandir & Jinnazgah.
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)	1. 60% of the people are well settled. 2. School Building is damaged and school is under staff. 3. Motor Road is in bad condition. Suggestion: 1. Problem of school may be solved. 2. Dev. in the Tourism is required. 3. Bank branch and ATM is also needed. 4. Health Sector also require development.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	07
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	07

Signature of Sarpanch

Name.....**Shafina Begum**
Sarpanch
Pvt Hukqa Achhair

Signature of the Visiting Officer

Name.....**MOHID SHAFI**
Lecturer H.S.S
Gondoh -