

Prof. Tivshi

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	<p>a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 & from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in</p> <p>b. Also take print outs of the summarized excel sheets of the previous phase from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in ATRs on issues raised in previous 4 phases of B2V and feedback on deliverables of last year from the Deputy Commissioner.</p> <p>c. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.jk.gov.in</p> <p>d. Collect List of new works started/ ongoing/ completed during the previous financial year under the following heads:</p> <ul style="list-style-type: none"> • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work <p>e. Plans/ beneficiary lists:</p> <ul style="list-style-type: none"> • MGNREGA draft plan document for the year 2023-24. • List of Awaas+ beneficiaries alongwith HHHL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries <p>f. Lists of beneficiaries for:</p> <ul style="list-style-type: none"> • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

ity	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 IA, IB & 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 AyushmanBharat. 7. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation KCC Saturation, and saturation of land passbooks. 8. Visit government establishments, i.e., Health facility, Education Institute, Anganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar Playground, PatwarKhana, etc. 9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zami Aapki Nigrani, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits to 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, Cultural 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 Mukta Abhiyan, corruption-free Panchayat, etc. 19. Assess the progress of different schemes relating to the localized SDG 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. He/she shall adopt an unbiased attitude in reporting issues. As far as possible, his/her observation shall 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 making any commitments.
4. While preparing the Gram Panchayat development plan, he/she has to ensure that demands are prioritized and reflected under available schemes, wherever necessary the larger works are to be referred to administrative deptt under CSS/UT plans under intimation to DCs, and the rest of the works to DCs for reflecting it under district/CSS plans.
5. His/her work shall be hard-core planning and audit and is not a PR exercise.
6. Every Deputy Commissioner has to ensure that at least one RDD official (ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure the conduct of all activities as planned. Panchayat-wise orders need to be issued in advance.
7. The BDO has to ensure that Gram Sabha is held during the visit of the officer in the panchayat and uploaded on Vibrant Gram Sabha Portal.
8. The visiting officer should ideally carry his/her laptop to complete the reports at the Panchayat level itself and upload the final report, duly signed both by the Sarpanch and by the visiting officer on the www.jkpanchayat.jk.gov.in portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha Mukti, Bhrashtachar Mukti, Rozgar yukt J&K, besides carrying forward the activities during Jan Abhiyan and saturation.

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 PRJ 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 upload the Rural Development report on the www.jkpanchayat.jk.gov.in portal.

Instruction for Field visit FIELD VISIT

Family
Khidmat Centre
JKB/PSB count
Incomplete bu
PDS
PHC
PMAY
My school, schools- wa
Swachh SB
Panchayat distribution
Har Gao drive
Village c
Dangal/
Exhibit
Jal Jee WSS/J

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

Instruction for Field visit

FIELD VISIT

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

AWARENESS GENERATION ABOUT FLAG SHIP SCHEMES

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

FLAG SHIP SCHEMES	
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 KissanSamman 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.	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. *yes*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. *yes*
- iii. Has mapping of land use, water bodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason thereof. *No expertise*
- 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. *N.A.*
- 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/Anganwadifunctional 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 those 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 have 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 Panchayat Ghar for their 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 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 Col Mushroom farms. ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health (SHC). iii. Awareness about G.I. Tagging of agriculture crops. iv. Issuing sanction letter to the beneficiaries for providing farm Mach equipment. v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. vi. Implementation of FasalBeemaYojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	<ul style="list-style-type: none"> i. Establishment of AmritSarovar per Panchayat (Target/Achievement) ii. Saturation of all households in SHGs across all panchayats. iii. Number of works verified and completed during B2V-I, II, III & IV. iv. Achieving 100% social audit of PMAY. v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for 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	<ul style="list-style-type: none"> i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagidari & E-UnnatPortal etc. iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services iv. Organizing of one CSC Camps per panchayat. v. Assistance to be provided in enrolment for User Services, Golden Card Domicile Certificates etc.
4	Finance Department	<ul style="list-style-type: none"> i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMJDY ii. Providing Self-employment to at least 20 person per panchayat 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 first application under all individual subsidy schemes. iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	<ul style="list-style-type: none"> i. Awareness programme about Management legacy data of registration & Delivery of registration documents online to the citizens by the Tehsil concerned. ii. Information campaign for popularization of "AapZameenAap Ki Nigrah". iii. Achieving saturation of land passbooks. iv. Pending inheritance mutations to be completed. v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJJY/ SEHAT Scheme. ii. Swachh Hospitals- Clean Toilets and Junk free premises. iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. iv. Screening of School Children. v. Awareness about screening of NCD (Non communicable disease).
7	Social Welfare	<ul style="list-style-type: none"> i. Geo-tagging of established Child Care Institutions. ii. Saturation of Old Age Pension ISSS/NSAP. iii. Number of Disability Cards (UDID) digitized. iv. 500 Anaemia check-up camps to be conducted. v. Number of Aanganwari Beneficiaries Aadhar Seeded.

		<ul style="list-style-type: none"> 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.
6	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 Fodder. iv. "Green 38K 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 KaviSamaylan, 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 TabhiBadega Bharat ii. Identification of out of school Children and their enrolment. iii. My School My Pride-Cleanliness and Maintenance drives to be organized. iv. Holding of at least 200 Parent Teacher meetings per district. v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility.
13	Higher Education	<ul style="list-style-type: none"> i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (NashaMukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements.
14	Youth Services & Sports	<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 82V4/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 enhancement Scheme.
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & 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 Sec ii. Outreach and training of farmers for PM-KUSUM Scheme. iii. Installation of Stall for solar gadgets for mass awareness.
22	Public Works Department(R&B)	i. Connectivity of left out habitations under PMGSY. ii. Safe audit and inspection of all roads. iii. All major roads pothole free in the district.
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances & record keeping & Inventory management.
24	Mining	i. Monthly monitoring of E-Challans. ii. Awareness programmes about illegal mining. iii. Grant of quarry licence. iv. Identification of new minor mineral blocks.
25	Disaster Management	i. Number of grievances disposal of Relief Commissioner's Portal. ii. Training of 250 APDA MITRAS. iii. Training of volunteers under SDRF.
26	GAD	i. Ensuring Biometric attendance. ii. Online portal for purchase of property by J&K Government employees iii. Monitoring complaints through fixed line telephone grievance cell PUI iv. Action against false complaints.
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left 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 Sch & Aanganwaris for potable water.
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. ii. Mechanism for monitoring of cases at district level. iii. Steps for decriminalization of laws.
29	Public Grievance	i. Satisfaction level for grievances redressal. ii. Assessment of perception of departments among public iii. Key issues of concern leading to grievances to be identified.
30	Estates Department	i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants.
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. ii. Capacity building/ training of the staff.
32	Floriculture Department	i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture.
33	Information Department	i. Training of the Departmental Officials in Media and Communications. ii. Launch of Musical Talents. iii. Organizing photograph competition under Badalta J&K for public.
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. ii. MSME registration on single window portal. iii. Registration of Artisans and weavers. iv. Training of youth in handicrafts and Handloom cooperatives. v. Achievements made under Vishwa Karma Scheme.
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. ii. Physical verification of completed projects/ works. iii. Monitoring of Aspirational Panchayat, Block and District programmes. iv. Awareness programme about registration of Births & Deaths. v. Panchayat development index rating verification.



10-16th 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	Smt. Anjee Anand
3	Department	Assistant Settlement Officer
4	Place of posting	Revenue
5	Mobile No	Jammu
6	Email ID	9419206581
7	Home District	anjanand@rediffmail.com
8	Dates of visit	Jammu 14-11-2023 and 15-11-2023

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	Tilushi
2	Local Government Directory(LGD) code of the Panchayat	240439
3	Name of CD Block	ILDHAMPUR
4	Name of Tehsil	ILDHAMPUR
5	Name of District	ILDHAMPUR

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	02
2	No. of hamlets in the Panchayat	09
3	No. of households in the Panchayat	354
4	Population (approx) of the Panchayat	2297

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 Field staff 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	Ajay Gupta	AEA	Present	
2	Education	Sohan Lal	Master	Present	
3	Food, Civil Supplies and Consumer Affairs				
4	Forest	Raj Mohd.	Dy. Forester	Present	
5	Health and Medical Education	Dr. Manali Kusum Begu	MDP MLHP	Present Present	
6	ICDS Department	Ruchika	Supervisor	Present	
7	Irrigation and Flood Control Department				
8	Jal Shakti Department	Joginder Singh	Fitter	Present	
9	Power Development Department	Dev Raj Soni Raj	JE Line man	Present Present	
10	Public Works Department	Mohinder Kumar	JE	Present	
11	Revenue	Harvez Ahmed	Patwari	Present	
12	Rural Development and Panchayat Raj	1) Sanjay Kumar 2) Ram Ayaz Khan	G.R.S. RD G.R.S. RD	Present Present	Sharma
13	Skill Development				
14	Social Welfare Department	Sigma Khajuria (Case worker)	Case worker	Present	
15	Youth Services and Sports Department				
16	Others				
17	Education	Rishan Dass	Teacher	Present	
18	Education	Rajesh Kumar	Tr	Present	
19	Agriculture	Hans Raj	Inspector	Present	
20	Education	Sohan Lal	Master	Present	

QUESTIONNAIRE FOR B2V5

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

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	Govt. Building			
	b) New/need repairs	YES			
	II. Furniture (Y/N)	YES			
	III. Computer/printer (Y/N)	YES			
	IV. Internet (Y/N)	NO			
	V. Telephone (Y/N)	NO			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	YES			
	VII. Water (Y/N)	NO			
	VIII. Electricity (Y/N)	YES			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	5	143	10	Govt
	b) Primary	3	158	14	Govt
	c) Middle	1	101	14	Govt
	d) High				
	e) Higher Secondary				
	f) College				
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		07	266	NIL	Private
4	Healthcare facility	No. of sub centers	No. of PHCs	No. of health & wellness centers	No. of Institute having Govt. building
		2	NIL	2	Rented/Plaster
5	Bank branch (Y/N)				
6	Availability of ATM (Y/N)	NO			
7	Khidmat center/ CSC (Y/N)	NIL			
8	Patwarkhana (Y/N)	NO			
9	Village haat (Y/N)	NO			
10	Playground (Y/N)	NO			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
13	Amrit Sarovars - details, location, condition	Amrit Details	Location	Condition	Utilization
		NIL		good	agriculture
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc				
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	NIL			
	ii. Number of Asset captured	NIL			
	iii. Please mention assets	NIL			
	1.	NIL			
	2.	NIL			
	3.	NIL			
	4.	NIL			
	5.	NIL			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		NIL			
17	List of Underutilized Buildings- names	Name	Year of construction		
		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	REMARKS FOR PENDING
1	Old Age pension	Social Department Welfare	109	109	-
2	Widow pension	Social Department Welfare	30	30	-
3	Disability pension	Social Department Welfare	27	27	-
4	Status under Stunting Mukh	Social Department Welfare	-	-	-
5	Status under wasting Mukh	Social Department Welfare	-	-	-
6	Equipment's provided to Specially abled persons/ implants, tricycles etc)	Social Department Welfare	-	-	-
7	Digital Services provided	IT/ EDO/ CSC			
8	Dakh Kisan	Agriculture Department	16	16	
9	Kisan credit card	Agriculture Department	278	278	
10	PM Kisan Sammanidhi	Agriculture Department	296	296	
11	Employment Saturation (PMGP, Tejaswani, Mukin, Mission Youth, Himayat, etc)	Employment Department	NIL	NIL	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	NIL	NIL	
13	JJM Implementation	Jal Shakti Department			
	I. No of Household provided FHTC		407	237	In progress
	II. Har Ghar Jal village(s) certified (No.)		NIL	NIL	
14	No of Households electrified	PDD	176	176 - 100%	
15	PMAY- Gramin	EDO & PR	84	84	
16	SBM Gramin- IHHL functional (Household toilets)	EDO & PR	354	354	
17	ODF Plus villages (No)	EDO & PR			
18	Targeted Sock pit completed	EDO & PR	200	30	
19	JKRLM:	EDO & PR			
	I. Number of Self Help Groups formed				
	II. Number of Households involved				
20	Land Passbook Saturation	Revenue Department	95%	90%	
21	Pending Mutations	Revenue Department	NIL	-	
22	Domicile Certificates	Revenue Department	80%	81%	
23	Persons identified drug addicts	EDO/ Sarpanch	NIL	NIL	
24	Awareness camps for de-addiction conducted	EDO/ Sarpanch	465	401	
25	Drugs Addicts rehabilitated	EDO/ Sarpanch	NIL	NIL	
26	Golden Health Card under Ayushman Bharat	Health Department	2490	2460	
27	Janani suraksha yojana	Health Department	28	28	
28	Status under Anaemia Mukh	Health Department	-	-	
29	Status under Leprosy Mukh	Health Department	-	-	
30	Number of Ayushman Prast organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	10	10	
31	Number of Ayushman Sebas held	Health Department	6	6	
32	Out of School Children brought to Schools	School Department Education	0	0	
33	Number of students still out of Schools	School Department Education	0	0	
34	Persons educated through bridge courses	School Department Education	0	0	
35	Household using clean cooking fuel (LPG)	FCS & CA	354	354	

QUESTIONNAIRE FOR B2V5

Schedule-IV

(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health Building
2	Type of building (Govt./ Private)	Private
3	Availability of Staff a) Doctor b) Paramedical	Both Doctor & Paramedical
4	No of patients attended during the month	79
5	Status of medicine availability	Yes, Available
6	Special medical camp held, if any	Held time to time
7	Status of Immunization	Immunisation held from time to time
8	Participation of health worker in Village Health and Nutrition Day	Active Participation.
9	Institutional deliveries in Panchayat (Current Year)	Nil
10	Non- Institutional deliveries in Panchayat (Current Year)	02
11	Other	Nil
12	Remarks of the Visiting Officer	The undersigned visited new Health Building of Health & Welfare Centre which is completely ventilated & spacious.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	G.P.S., Sarthal, Tirshi
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	03 Teachers.
4	Enrolment of the School a) Boys b) Girls	49 30 19
5	Availability of play ground	School Ground
6	Availability of drinking water	Natural Source only.
7	Availability of electricity	NO
8	Availability of functional toilets	NO
9	Activities undertaken under 'My School My Pride'	-
10	Other	-
11	Remarks of the Visiting Officer	Problem related to drinking water as well as functional toilets exists in this village. who has assured to cover the same under JIM scheme.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Ward No 7, Pingri, Tirchi
2	Number of children enrolled	37
	a) Boys	20
	b) Girls	17
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	01 Worker, 01 Helper
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 (but tap water facility not there)
9	Availability of tap connection	NO
10	Availability of electricity connection	Yes (Rented)
11	Number of children stunted	NIL
12	Number of children wasted	NIL
13	Any Other	-
14	Remarks of the Visiting Officer	Urgent need for tap water facility is felt to make Anganwari a complete active centre for children.

IV. CAPD Store:

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

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	NIL
8	Remarks of the Visiting Officer	

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	NIL
2	Condition of Amrit Sarovar	Good
3	Details of repair undertaken, if any	NIL
4	Utilization of Amrit Sarovar	For agriculture purpose
5	Any Other	
6	Remarks of the Visiting Officer	Amritsarovar is good in condition providing water for agriculture purpose for nearby cattle

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	NIL
2	Condition of Playground	NIL
3	Utilization of Playground	NIL
4	Any Other	NIL
5	Remarks of the Visiting Officer	

VIII. Partwarkhana:

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

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Tirshi, Ward no 7
2	Name of the beneficiary	Sh. Bishan Dass
3	Status of the house (completed/ in-use/ under-construction)	Completed
4	Any Other	-
5	Remarks of the Visiting Officer	House Constructed as per PMAY - norms

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Ward no 6, Tirshi
2	Name of the beneficiaries	Community Beneficiaries
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	-
5	Remarks of the Visiting Officer	On visit, found on query that C/ Beneficiaries of that area are making use of compost in their farming purpose.

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	Nil
4	Any Other	Nil
5	Remarks of the Visiting Officer	Nil

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Satisfactor but needs upgradation
2	Transport	Not Satisfactory, Urgent required of safe bus.
3	Electricity	Upgradation is required
4	Drinking water	Completed by non-satisfactory (JGMUP)
5	Cleanliness	Satisfactory
6	Sports facility (Playground)	Nil, Playgrounds are urgently required for youth.
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	NIL
	2. Skits, Songs, Dramas	NIL
	3. Local Folk programme / Show	NIL
	4. Discussions with PRI and Senior citizens	NIL
	5. Exhibitions	NIL
B	Sports Activities	
	1. Sports Event	NIL
	2. Distribution of sports kit	NIL
C	Inaugurations (If any)	
	PMAY house	01
	Segregation Sheds	01
	Amrit Sarovar	NIL
	IJM Assets	01
	Compost/ Soak Pits	01 good
	PMGSY / MGNREGA works	
	Any other	
D	Distribution of certificates	NIL
	Self Employment Schemes	NIL
	Land Pass books	NIL
	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	Child / ^{women} Friendly, Environmental Friendly themes being adopted by Panchayat
2	Activities undertaken under the Theme (as per instruction manual)	Swachh Bharat, Plantation of Trees, cleanliness rallies from time to time.
3	Status of activities undertaken	Satisfactory
4	Visible impact of the Activities	Satisfactory (very much visible in Panchayat area)
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP	Many Activities have covered.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Nil
8	Remarks of the Visiting Officer on the status SDG Theme	There is urgent need of Playfield in Tirchi and Narore as children have no place to Recreate themselves in sports Activities which is prime need of the hour.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Demands of life have been fulfilled	
2	Long term water supply demand has been addressed through JSM.	
3	Work under this scheme is under process and contractor assured timely completion of work by december 2022 in	
4	Review of visiting officer.	
5		
B	Impact of B2V1 to B2V4	
1	Awareness among citizens about various govt. schemes has brought transparency and accountability of various departments to being a highly changed standard of living.	
2		
3		
4		
5		
C	Challenges in the Panchayat	
1	Poor road connectivity, poor transport facility.	
2		
3	CSC not available.	
4	Playfield is not available for young children.	
5	There is no service of some facilities employed youth due to which youth of Panchayat are going away from Panchayat.	
D	Suggestions if any	
1	Training centres and generation of employment	
2	Self Boys girls and women and their unemployment is great need of money.	
3		
4		
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS	
1	Education Department & R.D.D. Deptt.
2	Social Welfare Dept.
3	Agriculture Dept.
2. LEAST RESPONSIVE DEPARTMENTS	
1	Industry Dept.
2	Floriculture Dept.
3	Transport Dept.

II. FEEDBACK ON UT INITIATIVES

The various schemes implementing by UT now reaching to the last beneficiary. Its assessment through self-help groups programmes improving transparency and accountability. People are getting more benefit of it.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Road Connectivity regarding local link road connecting schools.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	A grt need of CSC and Common Health Center is felt from B2V1 to B2V5.
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)	It's come to notice to visiting inspecting team most of demands which are not fulfilled till date, were brought to the notice of visiting inspection team who will try to fulfill the demand on 7 priority basis. Jounweller village.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	It is certified that visiting officer visited all the days but not stayed at night due to health issue (Dengue fever already intimated to higher up).

Signature of Sarpanch

Name.....
 Sarpanch
 Panchayat
 Block

Signature of the Visiting Officer

Name.....
 A.S.O., Jammu
 Prashanti Officer
 Tirshi village,
 Udhampur.