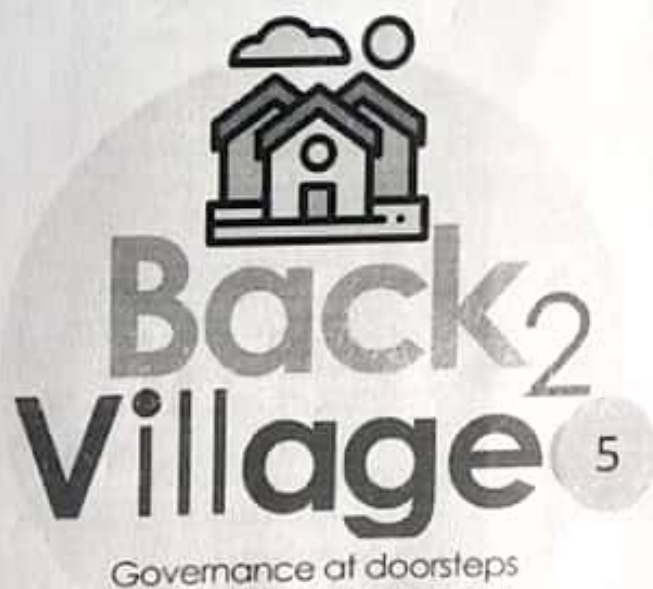


INSTRUCTION MANUAL FOR B2V5



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 IIHL 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

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 1A, 1B & Schedule-II. 2. Ensure that all front line workers of different depts are present. 3. Ensure exhibition by different depts. about individual beneficiary schemes. 4. Inspect JKB/PSB counters/outlets. 5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity. 6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav. 7. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks. 8. Visit government establishments, i.e., Health facility, Education Institute, Aganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc. 9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki 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 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 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 Mukti, Bhrashtachar Mukti, Rozgar yukt J&K, besides carrying forward the activities during Jan Abhiyan and saturating them.

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

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

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 Nigrani, Beams, Janbhagidari, Digital J&K
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/projects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	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, Plantation 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 Jeevan Mission verification- WSS/JSD Electricity supply	Verify

1. 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 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 (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. *Soak pits, Compost pits*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas - *Awasani*
- 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. *Program.*
- 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. *- Awasani Programs.*
- 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 *90%*
- 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 *Yes, Soakpits, CSC constructed*
- iii. Do all the IHHs in the Gram Panchayat have toilets? *Yes* No
- iv. Are all the IHHs toilets functional or not? *Yes* No
- v. Do all the Schools/Anganwadicenters have a toilet facility or not? *Yes* No
- vi. Are all the toilets in the schools/Aanganwadifunctional or not? *Yes* No
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? *Yes* No

4. Child-Friendly village

- i. Do all the children under the age of 0-6 years been enrolled in the Anganwadicenters for pre-schooling? *Yes* NO
- ii. How many BalSabha's were organized in the Gram Panchayat. *02*

- 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 (9m School building)
- 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 - *Social welfare Dept.*
- 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 holding meetings or not? Yes/No
- iv. Have all the eligible households been registered for Pension or not? Yes/No
- v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No
- vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No
- vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No

7. Socially secured village

- i. Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No
- ii. Is Gram Panchayat Office Disabled Friendly or not? Yes/No
- iii. Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No
- iv. Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? Yes/No
- v. Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No
- vi. Are all the eligible households getting benefits from IAY or not? Yes/No

8. Engendered Development in Village

- i. How many Mahila Sabha's were organized in the Gram Panchayat 02
- 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. 10
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana nil

9. Self-sufficient infrastructure in the village

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

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. <i>Yes</i> ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). <i>100%</i> iii. Awareness about G.I. Tagging of agriculture crops. - <i>Yes</i> iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. <i>Yes</i> v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. vi. Implementation of FasalBeemaYojna (Crop Insurance) <i>Implemented</i> vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	i. Establishment of AmritSarovar per Panchayat (Target/Achievement) <i>NA</i> ii. Saturation of all households in SHGs across all panchayats. iii. Number of works verified and completed during B2V-I, II, III & IV. - <i>02</i> iv. Achieving 100% social audit of PMAY. <i>Yes</i> v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households <i>Yes</i> vi. Achieving PMAY/HHH Saturation. <i>Yes</i> vii. Status of Drug Free/Corruption free Panchayats <i>100%</i> viii. Organizing of various sports events at the Panchayat level. <i>Organised.</i>
3	Information Technology	i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagidari & E-UnnatPortal etc. <i>NA</i> iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services. iv. Organizing of one CSC Camps per panchayat. v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.
4	Finance Department	i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMJDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. iii. Setting up of counters by Banks at Panchayat level for verification, Sanctioning and disbursement of cases and also accepting fresh application under all individual subsidy schemes. iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc. <i>Yes</i>
5	Revenue Department	i. Awareness programme about Management legacy data of registration & Delivery of registration documents online to the citizens by the Tehsildar concerned. <i>Yes</i> ii. Information campaign for popularization of "AapZameenAap Ki Nigrani". <i>Yes</i> iii. Achieving saturation of land passbooks. <i>80%</i> iv. Pending inheritance mutations to be completed. <i>Nil</i> v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional) - <i>NA at Tehsildar</i>
6	Health & Medical Department	i. Saturation of Golden Cards under PMJJY/ SEHAT Scheme. <i>1400/1700</i> ii. Swachh Hospitals- Clean Toilets and Junk free premises. <i>clean but not junk free</i> iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. <i>All awareness done.</i> iv. Screening of School Children. <i>Yes</i> v. Awareness about screening of NCD (Non communicable disease). <i>Yes.</i>
7	Social Welfare	i. Geo-tagging of established Child Care Institutions. <i>NA</i> ii. Saturation of Old Age Pension ISSS/NSAP. <i>100%</i> iii. Number of Disability Cards (UDID) digitized. <i>12</i> iv. 500 Anaemia check-up camps to be conducted. v. Number of Aanganwari Beneficiaries Aadhar Seeded. <i>100%</i>

		vi. Number of Beti Bachao Beti Padhao events held. - 01 vii. Saturation of left out cases under disability pension, implants and tricycles etc. viii. Awareness about Drug Mukht Panchayats. - Provided
8	Forest, Ecology & Environment	i. Plantation drives under "Har Gaon Haryali" program. - Yes ii. Conservation of water bodies. iii. Forest for Fodder. - Yes 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. } NA
10	Culture Department	i. Organizing school talent hunt competitions. ii. Cultural event at panchayat level under Har Din Tivhar. iii. Promotion of local artists by way of organizing Kavi Samayan, Painting competitions etc. } NA
11	Labour & Employment	i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fairs per District. iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme. } NA
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat Tabhi Badega Bharat 65 (Nipun Bharat) ii. Identification of out of school Children and their enrolment. - identified and enrolled iii. My School My Pride-Cleanliness and Maintenance drives to be organized. - Helb. - organized iv. Holding of at least 200 Parent Teacher meetings per district. - Helb. v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility. 01.
13	Higher Education	i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (Nasha Mukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements. } NA
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. - Yes ii. Distribution of sports kits. - NO iii. Stadium / Flood Lights - NA
15	Transport	i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized. } NA
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. 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 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. } In Progress
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fare price shops. - NA ii. Saturation of Aadhaar Seeded Ration Cards - 100% iii. 100% grievance redressal to be ensured. - Yes 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. } not attached

		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.	NA /
21	Science & Technology	i. Public awareness events (IEC) under Rooftop Solar Residential Sector. ii. Outreach and training of farmers for PM-KUSUM Scheme. iii. Installation of Stall for solar gadgets for mass awareness.	NA /
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.	Not attended. (Absent). NA
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. iii. Grant of quarry licence. iv. Identification of new minor mineral blocks.	NA /
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.	NA /
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. 97% ii. Smart Billing- Online collection of water charges. Not yet iii. Ease of water connection amendment in legal provisions. Ys iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwaris for potable water. 70%	NA /
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.	NA /
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.	NA /
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.	NA
32	Floriculture Department	i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture.	NA
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.	NA
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. ii. MSME registration on single window portal. iii. Registration of Artisans and weavers. iv. Training of youth in handicrafts and Handloom cooperatives. v. Achievements made under VishwaKarma Scheme.	NA
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.	NA



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	DR. Javid Ahmad Dax
2	Designation	Lecturer
3	Department	Education
4	Place of posting	Govt. HSS Bugam
5	Mobile No	7006639200
6	Email ID	Javid60@gmail.com
7	Home District	Budgam.
8	Dates of visit	13-11-2023 and 14-11-2023

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	Mehmood
2	Local Government Directory(LGD) code of the Panchayat	241491
3	Name of CD Block	Chadoora
4	Name of Tehsil	Chadoora
5	Name of District	Budgam

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	03
2	No. of hamlets in the Panchayat	03
3	No. of households in the Panchayat	404
4	Population (approx) of the Panchayat	1950

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	Tasleema Bano	AEA	Present	
2	Education	Mushtaq Ahmad	Inch. Headmaster	Present	
3	Food, Civil Supplies and Consumer Affairs	Fayaz Ahmad	Storekeeper	Present	
4	Forest	Inqam Ahmad Khan	Rej	Present	
5	Health and Medical Education	Dr. Zauka	MLHP	Present	
6	ICDS Department	Rafiq Akhter	Supervisor	Present	
7	Irrigation and Flood Control Department	Mohd. Yousaf	Helper	Present	
8	Jal Shakti Department	Jawaid Wani	Lineman	Present	
9	Power Development Department	En. Qasim	ICMR	Present	
10	Public Works Department	Concerned official		Absent	DPH was absent
11	Revenue	Hital Ah. Khan	Paturani	Present	
12	Rural Development and Panchayat Raj	Mehraj-ud-din	Pr. P. Secretary	Present	
13	Skill Development	Shabir Ah.	Officer	Absent	- Absent
14	Social Welfare Department	Kousar	Craft Artist	Present	
15	Youth Services and Sports Department	Tahir Ahmad	Physical Teacher	Present	
16	Others Handicraft	Hajira Shabir	SCS	Present	
17	Animal Husbandry	Muhammad Ashraf	VP	Present	
18	Agriculture	Muhammad Manzoor Ali Khan	HDO	Present	
19	Fisheries	Muhammad Yaseen Rani	Field Supervisor	Present	
20	Sheep Husbandry	Dr. Wasia	VAS	Present	
21	Agrosh.	Dr. Rehana		Present	

QUESTIONNAIRE FOR B2V5

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

1	Infrastructure of Panchayat Ghar	Panchayat Ghar not available one Room in School Building.			
	a) Govt building/private				
	b) New/need repairs				
	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)	No			
	VII. Water (Y/N)	No			
	VIII. Electricity (Y/N)	No			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building / Private Building
	a) Kindergarten	Nil	Nil	Nil	Nil
	b) Primary	Nil	Nil	Nil	Nil
	c) Middle	01	65	01	Govt.
	d) High	Nil	Nil	Nil	Nil
	e) Higher Secondary	Nil	Nil	Nil	Nil
	f) College	Nil	Nil	Nil	Nil
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building / Private Building
		06	92	03 H/W	Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. Building
		-	-	01	Nil
5	Bank branch (Y/N)	No	-	-	-
6	Availability of ATM (Y/N)	No	-	-	-
7	Khidmat center/ CSC (Y/N)	-	-	-	-
8	Patwarkhana (Y/N)	No	-	-	-
9	Village haat (Y/N)	No	-	-	-
10	Playground (Y/N)	Yes	-	-	-
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01	1573	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		05	Yes		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		Nil	Nil	Nil	Nil
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	- Nil -			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	- Nil -			
	ii. Number of Asset captured				
	iii. Please mention assets				
	1.				
	2.				
	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 Welfare Department	85	85	-
2	Widow pension	Social Welfare Department	03	03	-
3	Disability pension	Social Welfare Department	12	12	-
4	Status under Stunting Mukh	Social Welfare Department	NA	NA	
5	Status under wasting Mukh	Social Welfare Department	NA	NA	
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Welfare Department	01 (scouty)	01	
7	Digital Services provided	IT/ BDO/ CSC	100%	100%	
8	Daksh Kisan	Agriculture Department	40	55	
9	Kisan credit card	Agriculture Department	219	219	
10	PM Kisan Sammanidhi	Agriculture Department	157	157	
11	Employment Saturation (PMEGP, Tejaswani, Mumbin, Mission Youth, Himayat, etc)	Employment Department	NA	NA	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	NA	NA	
13	JSM Implementation	Jal Shakti Department			
	i. No of Household provided FHTC		366	330	Under process
	ii. Har Ghar Jal village(s) certified (No.)		NIL	NIL	
14	No of Households electrified	POD	275	275	-
15	PMAY- Gramin	RDO & PR	03	03	-
16	SBM Gramin- IHHL functional (Household toilets)	RDO & PR	10	10	Under process
17	ODF Plus villages (No)	RDO & PR	03	03	-
18	Targeted Sock pit completed	RDO & PR	40	30	Under process
19	BKRM:	RDO & PR			
	i. Number of Self Help Groups formed		NA	NA	
	ii. Number of Households involved		NA	NA	
20	Land Passbook Saturation	Revenue Department	875	700	Under process
21	Pending Mutations	Revenue Department	NIL	NIL	
22	Domicile Certificates	Revenue Department	950	950	-
23	Persons identified drug addicts	BDO/ Sarpanch	NIL	NIL	NIL
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	02 camps	All	-
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	NIL	NIL	NIL
26	Golden Health Card under Ayushman Bharat	Health Department	1743	1400	Technical issue
27	Janani Suraksha Yojana	Health Department	24	24	-
28	Status under Anaemia Mukh	Health Department	100%	800%	-
29	Status under Leprosy Mukh	Health Department	100%	900%	-
30	Number of Ayushman Helas organized at Health & Wellness Centres /CHCs under Ayushman Bharat	Health Department	10	10	-
31	Number of Ayushman Sabas held	Health Department	10	10	-
32	Out of School Children brought to Schools	School Education Department	NIL	NIL	-
33	Number of students still out of Schools	School Education Department	NIL	NIL	-
34	Persons educated through bridge courses	School Education Department	NIL	NIL	-
35	Household using clean cooking fuel (LPG)	PCS & CA	404	404	-

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	1. Health and Wellness Center / AYUSH Disp.
2	Type of building (Govt. / Private)	Private
3	Availability of Staff	01 Doctor (MLHP)
	a) Doctor	02 EMPHW, 02 ASHA's.
	b) Paramedical	01 Pharmacist
4	No of patients attended during the month	100 (October).
5	Status of medicine availability	Available.
6	Special medical camp held, if any	Deworming, Anemia Mukh, NCD
7	Status of Immunization	Weekly, Monthly.
8	Participation of health worker in Village Health and Nutrition Day	Yes.
9	Institutional deliveries in Panchayat (Current Year)	Nil
10	Non- Institutional deliveries in Panchayat (Current Year)	Nil.
11	Other	
12	Remarks of the Visiting Officer	The centre is in programme mode - but needs more infrastructure including own buildings.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	1001. Boys Middle School Mahan-
2	Type of building (Govt. / Private)	Govt.
3	Availability of Staff as per sanctioned strength	09.
4	Enrolment of the School	27 (Boys) → 65 Total.
	a) Boys	38 (Girls)
	b) Girls	
5	Availability of play ground	No
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'	Yes
10	Other	
11	Remarks of the Visiting Officer	The school is in need of Computer Lab and boundary wall.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Mehmood, Gundi wali, Gundi Raps, G. masjid (or)
2	Number of children enrolled a) Boys b) Girls	51 (Boys) 41 (Girls)
3	Status of Building (Private/ Govt.)	Private (Rented)
4	Availability of Helper/ worker	04 (Helper), 05 (Worker)
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Yes
7	Availability of timely Ration	Yes
8	Availability of Functional toilet	Yes
9	Availability of tap connection	Yes
10	Availability of electricity connection	Yes
11	Number of children stunted	Nil
12	Number of children wasted	Nil
13	Any Other	
14	Remarks of the Visiting Officer	- Games items / Toys / Utensils - - Should be provided =

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Mehmood
2	Government / Private	Private (Rented building)
3	Name of the dealer (in case of Private)	Gh. Mohd Sheikh (House owner)
4	No of registered beneficiaries	1573 Souls (422 HH's).
5	No of beneficiaries drawing Ration from the store	1573
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	= Govt Building should be provided =

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	not available at Mehnoor
2	No of Accounts in the branch	/
3	No of persons applied under various self-employment schemes	
4	No of cases sanctioned under various self-employment schemes	
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	
6	Availability of ATM	
7	Any Other	
8	Remarks of the Visiting Officer	ATM facility must be provided to the population of P/H.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	NA
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	N.A

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Gund. Rajab
2	Condition of Playground	Good
3	Utilization of Playground	Functional
4	Any Other	NA
5	Remarks of the Visiting Officer	More land must be provided for the playground

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	Not available at Mehnoor, At Chadooka.
2	Government/ Private building	Govt Building at Chadooka
3	Land passbook saturation	100%
4	Pending mutations	Nil
5	Any Other	
6	Remarks of the Visiting Officer	Partwarkhana should be located at Mehnoor

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Mehmoo, Gundoli Wali
2	Name of the beneficiary	1. Fayaz Ah. 2. Rujay Ah. 3. Mohd Ameen.
3	Status of the house (completed/ in-use/ under-construction)	Under Construction
4	Any Other	—
5	Remarks of the Visiting Officer	Satisfactory and the Scheme must be continued to benefit more beneficiaries.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Mehmoo, Gundoli Wali, G. Muzed in Rajas.
2	Name of the beneficiaries	Attached.
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed.
4	Any Other	—
5	Remarks of the Visiting Officer	Satisfactory - and = = must be continued for the benefit of population =

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Mehmoo
2	No of online services provided by the CSC	100+ Services
3	No of persons approached for services	1700 person.
4	Any Other	—
5	Remarks of the Visiting Officer	Good.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Bad Road Condition, Needs Improvement.
2	Transport	Separate Transport facility needed.
3	Electricity	Satisfactory
4	Drinking water	Inadequate water supply.
5	Cleanliness	Very clean.
6	Sports facility (Playground)	Playground available, needs renovation
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	Organised by GMS in presence of VO
	2. Skits, Songs, Dramas	Organised
	3. Local Folk programme / Show	Yes, Organised
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	Held.
B	Sports Activities	
	1. Sports Event	Held.
	2. Distribution of sports kit	NO
C	Inaugurations (If any)	visited, inaugurated.
	PMAY house	-
	Segregation Sheds	-
	Amrit Sarovar	-
	JJM Assets	-
	Compost/ Soak Pits	visited and functional
	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	Awareness provided.

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, clean and green village.
2	Activities undertaken under the Theme (as per instruction manual)	<ul style="list-style-type: none"> - Construction of Soak pits, Compost pits - Providing of Dustbins. → Construction of Roads - other activities as in manual
3	Status of activities undertaken	Under process
4	Visible impact of the Activities	Good
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP	Maximum.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	NIL
8	Remarks of the Visiting Officer on the status SDG Theme	Much progress achieved still much more to be done.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A Demands/ Grievances addressed by the Administration		
1	Upgradation of Health Sub-center to HVC	
2	Electricity Supply partially improved, needs more improvement.	
3		
4	Inner roads macadamized.	
5		
B Impact of B2V1 to B2V4		
1	Sub-center upgraded to HVC	
2	Electricity Supply improved.	
3	Inner roads macadamized.	
4	Strengthened local governance	
5	utilization of Assets.	
C Challenges in the Panchayat		
1	Drinking water supply scarcity is burning	
2	issue which needs immediate attention on	
3	priority basis.	
4	- macadamization of main road.	
5	→ Boundary wall around EMS melmar.	
D Suggestions if any		
1	Drinking water supply to be improved	
2	ATM facility should be provided.	
3	main road should be macadamized / Boundary wall around	
4		
5	+ Demands of B2V1 to B2V5 should be fulfilled.	

- note:- Some demands raised which are attached.
(copy enclosed).

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RDD (Rural Development and Panchayati Raj)
2	Education Dept.
3	Health Dept.
2	LEAST RESPONSIVE DEPARTMENTS
1	PHE (Tal Shakti)
2	RSB
3	

ii. FEEDBACK ON UT INITIATIVES

- Various initiatives related to Health, Sanitation, Education has been appreciated by citizens of Halga Panchayat Mehnor.
- More initiatives to be taken.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Major Complaint regarding Drinking water supply which needs to be addressed on priority.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	1. Drinking water facility 2. Modernization of main road. 3. ATM facility 4. Boundary wall around GMS
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)	People have great expectation with Govt a lot of work has been done by Govt, yet more to be done. It is suggested that genuine demand raised during B2V1 & B2V5 should be fulfilled
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	7.5/10
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	certified that the visiting officer has stayed in the Panchayat for 2 days (13th, 14th Nov, 2023)

Signature of Sarpanch
Deputy Sarpanch
Name: P. P. Halga Mehnor.

Signature of the Visiting Officer

Name: DR. JAVID AHMAD DAB

- Laying of Metal and Const. of retaining wall on newly constructed road connecting Gundi Rajab, Sogam on Larr.
2. Road from Ab. Khaliz Rather to H/o Mohd Nazool Bhat at Mahmood.
 3. P-bund from H/o Ab. Q. Hameed and Bilal Ahmad at Sogam Khul.
 4. Culvert with P-bund near H/o Mohd Shafiq Bhat Gundi Nazool.
 5. Culvert from L/o Gh. Ahmad Garve
 6. P-bund with drain from H/o Bashir Ah. Bhat and others.
 7. P-bund near H/o Gh. Rasool Patwari to L/o Mohd Ismail Rather.
 8. P-bund near H/o Ab. Rahim Patwari and others at Mahmood.
 9. Road from Gundiwali to Kralwari ne from shop of Sonaulah. to Kralwari.
 10. Const. of drain from H/o Master Abdullah Garve to Gh. Rasool.
 11. Const. of lane from H/o Ab. Rehman Bhat to Ghulam Rasool.