

INSTRUCTION MANUAL FOR B2V5



**Back²
Village⁵**

Governance at doorsteps

7th to 16th NOVEMBER 2023

KEY 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	<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 HHHL Convergence • List of pension beneficiaries • List of SHGs • List of agriculture scheme beneficiaries Lists of beneficiaries for: <ul style="list-style-type: none"> • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

Activity 2	Reach the Panchayat on day of visit.	<ol style="list-style-type: none"> 1. To hold meetings with PRJs, 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 Nigami, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JJM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. 12. Wherever possible, distribute employment letters for people selected under various government employments. 13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL toilets and payments CSCs & AMRIT SAROVARs. 14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved. 15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc. 16. Organize village-level cultural events to engage panchayat members. 17. Obtain a candid assessment about the performance of various depts, including fair feedback about discrepancies in functioning. 18. Open discussion on Nasha Mukti Abhiyan, corruption-free Panchayat, etc. 19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.
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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 are present at the time of inauguration and completion of works.

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 Nigam, 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
Danga/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of R2V
Jai 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 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

SDG Theme & Goals

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

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

1. Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste. *token*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. *No*
- 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. *(pattern not completing)*
- 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. *Many requests forwarded to PCB for Pollution control.*
- 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 *Partially*
- 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. *one only three months*

- iii. Whether the issues raised by Bal Sabha are addressed during the Gram Sabha. Yes/NO
- iv. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO
- v. Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No

5. Village with good governance

- i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No
- ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram Panchayat wall or not? Yes/No
- iii. Does the Gram Panchayat has its building or not? Yes/No
- iv. Is the Gram Panchayat office functional or not? Yes/No
- v. Are the activities approved under the 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 (income)
- 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 partial
- 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 not flow

8. Gendered Development in Village

- i. How many Mahila Sabha's were organized in the Gram Panchayat one
- 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. 62
- v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana 71 (save 1y one)

9. Self-sufficient infrastructure in the village

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

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	<ul style="list-style-type: none"> i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). iii. Awareness about G.I. Tagging of agriculture crops. iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. vi. Implementation of FasalBeemaYojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	<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 all households vi. Achieving PMAY/THHL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	<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, Janbhagidanik 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 PMJDY, PMSBY, APY & PMJDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. iii. Setting up of counters by Banks at Panchayat level for verification, Sanctioning and disbursement of cases and also accepting fresh application under all individual subsidy schemes. iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	<ul style="list-style-type: none"> i. Awareness programme about Management legacy data of registration & Delivery of registration documents online to the citizens by the Tehsildar concerned. ii. Information campaign for popularization of "AapZameenAap Ki Nigrani". iii. Achieving saturation of land passbooks. iv. Pending inheritance mutations to be completed. v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMUAY/ 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.

		vi. Number of BetiBachaoBetiPadhao events held. vii. Saturation of left out cases under disability pension, implants and tricycles etc. viii. Awareness about Drug Mukht Panchayats.
8	Forest, Ecology & Environment	i. Plantation drives under "Har Gaon Haryali" program. ii. Conservation of water bodies. iii. Forest for Fodder. iv. "Green J&K drive" campaign.
9	Tourism	i. Identification & Registration of Home Stays. ii. Providing support for tourism activities under village cooperatives. iii. Promotion for augmenting the tourist inflow. iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. v. Plastic free tourism destinations.
10	Culture Department	i. Organizing school talent hunt competitions. ii. Cultural event at panchayat level under Har Din Tivhar. iii. Promotion of local artists by way of organizing KaviSamayian, Painting competitions etc.
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.
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat TabhiPadega 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	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	i. Organizing sports activities/games in every panchayat. ii. Distribution of sports kits. iii. Stadium / Flood Lights
15	Transport	i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUMKIN scheme to be finalized.
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
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.
18	Food, Civil Supplies and consumer affairs	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	i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of B2V4/MTMP2 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. iv. 100% admission Polytechnic/ITI.

		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme.
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. ii. Holding Awareness Camps iii. Registration of new cooperative societies.
21	Science & Technology	i. Public awareness events (IEC) under Rooftop Solar Residential Sector. ii. Outreach and training of farmers for PM-KUSUM Scheme. iii. Installation of Stall for solar gadgets for mass awareness.
22	Public Works Department(R&B)	i. Connectivity of left out habitations under PMGSY. ii. Safe audit and inspection of all roads. iii. All major roads pothole free in the district.
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management.
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 PUKAR. iv. Action against false complaints.
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. ii. Smart Billing- Online collection of water charges. iii. Ease of water connection amendment in legal provisions. iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Anganwadis 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 BadaftaJ&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 VishwaKarma 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.



10th TO 16th NOVEMBER 2023

QUESTIONNAIRE FOR B2V5

Schedule-1 (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	SYED ISHTIYAQ AHMAD
2	Designation	SENIOR LECTURER
3	Department	SCHOOL EDUCATION DEPT
4	Place of posting	BHSS B.K PORA
5	Mobile No	9796399110
6	Email ID	ishtiyag.syed@gmail.com
7	Home District	PULWANA
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	Summerbugh
2	Local Government Directory(LGD) code of the Panchayat	241231
3	Name of CD Block	B.K Pora
4	Name of Tehsil	B.K Pora
5	Name of District	Budgam

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	03
3	No. of households in the Panchayat	869
4	Population (approx) of the Panchayat	3755

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	Mohd Huzefa	JAEO	P	
2	Education	Mohd Ayub/Bhat	Teacher	P	
3	Food, Civil Supplies and Consumer Affairs	Mohd Amin Bhat	Store Keeper	P	
4	Forest	Ayaz Yousaf Mir	MTS	P	
5	Health and Medical Education	Dr. Nusrat	Doctor	P	
6	ICDS Department	Raziya Jan	A.W.W	P	
7	Irrigation and Flood Control Department	ATTA Ullah	Works Supervisor	P	
8	Jai Shakti Department	Bashir Ah-shah	Lineman	P	
9	Power Development Department	Farooq Ahmad	Lineman	P	
10	Public Works Department	Tariq Ahmad Chaudhary	Road Supervisor	P	
11	Revenue	Ab Rashid Kohli	Patwar	P	
12	Rural Development and Panchayat Raj	Manzoor Ah.	VCO	P	
13	Skill Development	Ashiq Hussain	GIS	P	
14	Social Welfare Department	Nasir Ah.	Jr. stenographer	P	
15	Youth Services and Sports Department	Fatima	CIT	P	
16	Others (Handicraft)	Babal Ah.	PET	P	
17	Animal Husbandry	Man Gul Mohd	MLD	P	
18	Animal Husbandry	Sagor Ah. Khan	S.V. Dyrist	P	
19	Prology & Mining	Nadeem Hameed	Miner	P	
20	Pollution Control & Horticulture	Tehmeena Akhtar	Field Inspector	P	
		Farooq Ah. Wani	HTG II	P	

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/needs repairs	Needs repairment			
	II. Furniture (Y/N)	Nil			
	III. Computer/printer (Y/N)	Yes			
	IV. Internet (Y/N)	Yes (Installed at HWC summer bugh)			
	V. Telephone (Y/N)	No			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Yes (damaged)			
	VII. Water (Y/N)	No			
	VIII. Electricity (Y/N)	N			
2	Educational Institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building / Private Building
	a) Kindergarten	—	—	—	—
	b) Primary	01	29	3	Govt
	c) Middle	01	61	—	Govt
	d) High	01	74	—	Govt
	e) Higher Secondary	—	—	—	—
	f) College	—	—	—	—
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building / Private Building
		05	175	Nil	Private
4	Healthcare facility	No. of sub-centres	No. of PHCs	No. of health & wellness centres	No. of Institute having Govt. building
		Nil	Nil	1	1
5	Bank branch (Y/N)	Yes			
6	Availability of ATM (Y/N)	Yes			
7	Kidmat center/ CSC (Y/N)	CSC			
8	Patwarikhana (Y/N)	Yes			
9	Village haat (Y/N)	No			
10	Playground (Y/N)	Yes			
11	Ration shop (Y/N)	No. of Ration Shops	No. of Registered beneficiaries	Connected with online biometric system or not	
		02	737	737	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		06		All Functional	
13	Amrit Sarovers - details, location, condition	Details	Location	Condition	Utilization
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	No potential for Panchayat in such cases			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	06			
	iii. Please mention assets	Basic			
	1.	School Buildings			
	2.	Panchayat Ghar			
	3.	Health & wellness Centre			
	4.	Pathwarikhana			
	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		
		School Building	2012-14		
		Health & wellness centre			

QUESTIONNAIRE FOR B2VS

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	151	151	Nil
2	Widow pension	Social Welfare Department	26	26	Nil
3	Disability pension	Social Welfare Department	12	12	Nil
4	Status under Stunting Mukt	Social Welfare Department	/	/	/
5	Status under wasting Mukt	Social Welfare Department	/	/	/
6	Equipment's provided to specially abled persons (implants, tricycles etc)	Social Welfare Department	1 Tricycle	1 Tricycle	Nil
7	Digital Services provided	IT/ BDO/ CSC	0/10/10	0/10/10	Nil
8	Dakh Kisan	Agriculture Department	33	33	Nil
9	Kisan credit card	Agriculture Department	400	288	Not interested
10	PM Kisan Samman Nidhi	Agriculture Department	400	243	Documents not produced
11	Employment Saturation (PMEGP, Tejaswani, Munka, Mission Youth, Karmayak, etc)	Employment Department	PMEGP=185, Tejaswani=2	Mark=03	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	—	—	—
13	JIM Implementation	Jal Shakti Department	—	—	—
	I. No of Household provided FRTC		560	560	Nil
	II. Har Ghar Jal village(s) certified (No.)		560	560	Nil
14	No of Households electrified	POD	—	—	—
15	PMAY- Grameen	RDO& PR	Nil	Scheme shifted to Urban Dept.	
16	SBM Gramin- THHL (household toilets)	RDO& PR	—	—	Nil
17	ODF Plus villages (No.)	RDO& PR	02	02	Nil
18	Targeted Soch pit completed	RDO& PR	205	33	under process
19	JKSLM:	RDO& PR	—	—	—
	I. Number of Self Help Groups formed		38	38	
	II. Number of Households involved		380	380	
20	Land Passbook Saturation	Revenue Department	100	99	1% Document error
21	Peeling Machines	Revenue Department	—	—	—
22	Demolition Certificates	Revenue Department	900	715	others in process
23	Persons identified drug addicts	BDO/ Sarpanch	—	—	—
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	Yes	—	—
25	Drugs addicts rehabilitated	BDO/ Sarpanch	No case	detected till date	—
26	Golden Health Card under Ayushman Bharat	Health Department	3446	3446	Nil
27	Jawan sukshma yojana	Health Department	76	76	pending from
28	Status under Anaemia Mukt	Health Department	15	15	—
29	Status under Leprosy Mukt	Health Department	100%	100%	—
30	Number of Ayushman Hubs organized at Health & Wellness centres / CSCs under Ayushman Bharat	Health Department	4	4	4 meals done by HWC in every month
31	Number of Ayushman Abwas held	Health Department	04	04	—
32	Out of School Children brought to Schools	School Education Department	04	04	—
33	Number of students still out of Schools	School Education Department	Nil	Nil	—
34	Persons educated through bridge courses	School Education Department	01	01	—
35	Household using clean cooking fuel (LPG)	PCS & Co	869	820	Documents under process

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health and Wellness Centre
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff a) Doctor b) Paramedical	1 2
4	No of patients attended during the month	530
5	Status of medicine availability	Sufficient
6	Special medical camp held, if any	Awareness regarding drug addiction held
7	Status of Immunization	Good
8	Participation of health worker in Village Health and Nutrition Day	Good
9	Institutional deliveries in Panchayat (Current Year)	49
10	Non- Institutional deliveries in Panchayat (Current Year)	Nil
11	Other	Aba card generation is done at HWC
12	Remarks of the Visiting Officer	Satisfactory

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt High School Summaribug
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	06 Teachers 06 Masters 01 HH
4	Enrolment of the School a) Boys b) Girls	30 44 } 74
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'	All activities done as per Govt order
10	Other	Participation in village cleanliness drive
11	Remarks of the Visiting Officer	Normal

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Sumb-A, Sumb-B, Sumb-C, Sumb-D, Sumb-E and Sumb-F
2	Number of children enrolled a) Boys b) Girls	54 71
3	Status of Building (Private/ Govt.)	Govt
4	Availability of Helper/ worker	Yes
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	Satisfactory

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Gola Pora, SDA colony
2	Government / Private	Private
3	Name of the dealer (In case of Private)	—
4	No of registered beneficiaries	737
5	No of beneficiaries drawing Ration from the store	737
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	Normal

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Summerbough Main
2	No of Accounts in the branch	9772
3	No of persons applied under various self-employment schemes	350
4	No of cases sanctioned under various self-employment schemes	340
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	340
6	Availability of ATM	Yes
7	Any Other	PMEGP=183, TETASLANI=02, Mukka=03
8	Remarks of the Visiting Officer	Mukka Youth=0, Himayad=0 Bank is asking Guarantee for small loan amounts.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	
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	No Source Available

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	SDA Colony Summerbough
2	Condition of Playground	Good
3	Utilization of Playground	Cricket, Football, Volley ball
4	Any Other	Some repairment is required for Playg
5	Remarks of the Visiting Officer	

VIII. Patwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Rakhshalua
2	Government/ Private building	Govt
3	Land passbook saturation	99%.
4	Pending mutations	—
5	Any Other	—
6	Remarks of the Visiting Officer	Patwari Hodge not visiting his Assigned village.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	
3	Status of the house (completed/ in-use/ under-construction)	
4	Any Other	
5	Remarks of the Visiting Officer	

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Const. in 33 households of Summerbugh Panchayat.
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	
4	Any Other	
5	Remarks of the Visiting Officer	

33 constructed and some SS are under construction. All the soak-pit target will get complete by Feb 2024.
Satisfactory

XI. Kioskmatcenter / CSC:

S. No	Particulars	Status
1	Location of Kioskmatcenter / CSC center	Soft Mohalla Summerbugh
2	No of online services provided by the CSC	12
3	No of persons approached for services	15 / day
4	Any Other	Awareness camps for RDD.
5	Remarks of the Visiting Officer	Normal -

Agriculture Bank etc done by CSC

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Patched Road Connectivity
2	Transport	Nil
3	Electricity	Available
4	Drinking water	Available
5	Cleanliness	Patched, Many dumping rights.
6	Sports facility (Playground)	Available
7	Any Other	Cleanliness to be undertaken frequently.

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	<u>Cultural Events/ Programmes</u>	
	1. Debates and Seminars	- done
	2. Skits, Songs, Dramas	- done
	3. Local Folk programme / Show	- done
	4. Discussions with PRI and Senior citizens	- done
	5. Exhibitions	- No
B	<u>Sports Activities</u>	
	1. Sports Event	done
	2. Distribution of sports kit	- No
C	<u>Inaugurations (If any)</u>	
	PMAY house	Nil
	Segregation Sheds	Nil
	Aar't Sarovar	Nil
	ITM Assets	/
	Compost/ Soak Pits	/
	PMGSY / MGNREGA works	One pack hired, 7
	Any other	Lane of Kanabal.
D	<u>Distribution of certificates</u>	
	Self Employment Schemes	x
	Land Pass books	- NA -
	Any other	x
E	Awareness generation on digital services, transparency, Corruption Free, Nishchhukt Bharat, Visit Bharat (Mobile Van) and Flagship Schemes given in the instruction manual	in progress.

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Self Sufficient infrastructure
2	Activities undertaken under the Theme (as per instruction manual)	Lanes, Roads, individual Home hold Soakage Pits, CSCs Tap water.
3	Status of activities undertaken	in Progress.
4	Visible Impact of the Activities	Positive impact on general public.
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Prepared but not uploaded.
6	How many activities of SDG have been covered under GDP	41
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Lack of training to frontline workers of other departments.
8	Remarks of the Visiting Officer on the status SDG Theme	All is well that ends well. Although started nicely.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Closure of illegal plants/ Cesshouse/ Urinals	
2	Dilapidated Roads/ Links of Bandman colony.	
3	Seperate Revenue Halga to Summerbough.	
4	Land for P/c Kaurabal to be shifted to its own locality	
5		
B	Impact of B2V1 to B2V4	
1	Renovation of Primary school Dolpora. Summerbough.	
2	Upgradation of Link Roads.	
3	Drainage partially undertaken.	
4	Transformers provided at two stations.	
5		
C	Challenges in the Panchayat	
1	Air pollution due to Hot/cold mix plants & Cesshouse.	
2	Settlement of the outsiders in Bandman colony.	
3	Road Connectivity to the village Summerbough.	
4	Excess Land settlement of the 50% Land.	
5	Govt land identification for panchayat, school and other works.	
D	Suggestions if any	
1	Govt. needs to be strong against illegal construction Urinals.	
2	To control air pollution which is a threat to Health.	
3	Road & bridge connectivity to be undertaken as an earliest.	
4	Earth filling to Govt. High school.	
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS		
1		(P-DD) & R.D.
2		R.D.
3		Tal. Teerav
2. LEAST RESPONSIVE DEPARTMENTS		
1		Revenue
2		
3		

II. FEEDBACK ON UT INITIATIVES

The initiatives are very fruitful. But execution has always been a problem.

This Halga is altogether not connected to the District administration.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Air pollution caused by the Hot mix plants crushers etc.
2	Major/urgent public demands that was/were reflected earlier but have not been addressed so far.	Services of Halga Patwari, and Road development of Boatman colony (ward 7).
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)	The village is supplying whole Macadamisation to the valley Roads, but locality is deprived of. All Mix plants may be enforced to use CSR for link Roads of locality.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	5
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Certify that Halga visiting officer visited the Halga for 2 days w.e.f. 15 Nov-16 Nov 2023.

H.B.
Haneeta Bano
Signature of Sarpanch
Block 8, K. Pora, Buzurg

Name.....

Signature of the Visiting Officer

Name.....

Cyed Ishiyas

Signature
16/11/23.