



# B2V5-Booklet

(Instruction Manual, Deliverables & Questionnaire for B2V5)



# Back<sup>2</sup> Village<sup>5</sup>

Governance at doorsteps

**7th to 16th NOVEMBER, 2023.**

Block KAHARA Panchayat KENCHHA - BATOLA

Name of Visiting Officer AMJAD HUSSAIN Designation ZEO

**DISTRICT ADMINISTRATION  
DODA**

## 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"> <li>Take print outs of filled booklets of B2V1, B2V2 and B2V3 &amp; B2V4 from <a href="http://www.jkpanchayat.jk.gov.in">www.jkpanchayat.jk.gov.in</a> or <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a></li> <li>Also take print outs of the summarized excel sheets of the previous phases from <a href="http://www.jkpanchayat.jk.gov.in">www.jkpanchayat.jk.gov.in</a> or <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a> ATRs on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner.</li> <li>Take prints of blank 2 booklets of B2V5 from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a> / <a href="http://www.jkpanchayat.jk.gov.in">www.jkpanchayat.jk.gov.in</a></li> <li>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"> <li>• PRI grants</li> <li>• District Plan</li> <li>• UT plan</li> <li>• MGNREGA</li> <li>• Other schemes of other departments</li> <li>• Any other work</li> </ul> </li> <li>Plans/ beneficiary lists: <ul style="list-style-type: none"> <li>• MGNREGA draft plan document for the year 2023-24.</li> <li>• List of Awaas+ beneficiaries alongwith IHHL Convergence</li> <li>• List of pension beneficiaries.</li> <li>• List of SHGs</li> <li>• List of agriculture scheme beneficiaries</li> </ul> </li> <li>Lists of beneficiaries for: <ul style="list-style-type: none"> <li>• Various certificates/ benefits to be distributed by the visiting officer.</li> <li>• Any other activities identified by different departments</li> </ul> </li> </ol>

Activity 2	Reach the Panchayat on day of visit.	<ol style="list-style-type: none"> <li>1. To hold meetings with PRI, Officers/officials of the department and General Public to have firsthand information about the Infrastructure &amp; implementation of Schemes as per Schedule I, II &amp; Schedule-II.</li> <li>2. Ensure that all front line workers of different depts are present.</li> <li>3. Ensure exhibition by different depts about individual beneficiary schemes.</li> <li>4. Inspect JKB/PSB counters/outlets.</li> <li>5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity.</li> <li>6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav.</li> <li>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.</li> <li>8. Visit government establishments, i.e., Health facility, Education Institute, Anganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc.</li> <li>9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigrani, Digital J&amp;K, etc.</li> <li>10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/So. pits, JJM, etc.</li> <li>11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat.</li> <li>12. Wherever possible, distribute employment letters for people selected under various government employments.</li> <li>13. Conduct social audit of works under following schemes MGNREGA, PMAY, IHHL toilets and payments CSCs &amp; AMRIT SAROVARS.</li> <li>14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved.</li> <li>15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc.</li> <li>16. Organize village-level cultural events to engage panchayat members.</li> <li>17. Obtain a candid assessment about the performance of various depts, including fair feedback about discrepancies in functioning.</li> <li>18. Open discussion on Nasha Mukta Abhiyan, corruption-free Panchayat, etc.</li> <li>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.</li> </ol>
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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](http://www.jkpanchayat.jk.gov.in) portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha Mukht, Bhrashtachar Mukht, Rozgar yukt J&K, besides carrying forward the activities during Jan Abhiyan and saturating them.

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

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

10. The visiting officer shall not leave the district without handing over a hard copy of the report to the Rural Development official (BDO/Panchayat Secretary) for further uploading of the report on the [www.jkpanchayat.in](http://www.jkpanchayat.in) / [www.jkpanchayat.jk.gov.in](http://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	Ensure, verify. Participate in at least one game in the playground
Village games	Evaluate status, feedback
Har Gaon Hariyali, Plantation drive	
Village cultural event	Participate in ensure that it is held
Dangal/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify



## **AWARENESS GENERATION ABOUT FLAGSHIP SCHEMES**

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

### **FLAG SHIP SCHEMES**

1. **Ayushman Bharat- PMJAY**
  2. **Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission**
  3. **PM Awas Yojana (Rural)**
  4. **PM Ujjawala Yojana**
  5. **PM Vishwakarma**
  6. **PM Kisan Samman Nidhi**
  7. **Kisan Credit Card (KCC)**
  8. **PM Poshan Abhiyan**
  9. **Har Ghar Jal- Jal Jeevan Mission**
  10. **Survey of Villages and Mapping with 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**
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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.
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas.
- iii. Has mapping of land use, water bodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason thereof.
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No
- v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials, and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures, and conservation of wetlands.
- vi. Whether schools have started segregating waste. Yes/No
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No

### 2. Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? Yes/No
- ii. Do all the eligible individuals been provided the Golden Card? Yes/No
- iii. Are all the Children being immunized as per the Schedule recommended by Govt. of India? Yes/No
- iv. Are all the eligible individuals been vaccinated against COVID-19? Yes/No
- v. Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal check-ups? Yes/No
- vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? Yes/No

### 3. Water-sufficient village

- i. Do all the IHHs in the Gram Panchayat have water pipeline connections? Yes/No
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify
- iii. Do all the IHHs in the Gram Panchayat have toilets? Yes/No
- iv. Are all the IHHs toilets functional or not? Yes/No
- v. Do all the Schools/Anganwadicenters have a toilet facility or not? Yes/No
- vi. Are all the toilets in the schools/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 children with irregular attendance? Yes/NO
  - v. Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No
- 5. Village with good governance**
- i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No
  - ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? Yes/No
  - iii. Does the Gram Panchayat has its building or not? Yes/No
  - iv. Is the Gram Panchayat office functional or not? Yes/No
  - v. Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No
  - vi. Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No
- 6. Poverty-free and enhanced livelihood village**
- i. Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify
  - ii. Have all the eligible households registered in PDS or not? Yes/No
  - iii. Has Gram Panchayat provided space for Self-help Groups in 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
  - 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"> <li>i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms.</li> <li>ii. Ensuring saturation of Kissan Credit Cards (KCC) &amp; Soil Health Cards (SHC).</li> <li>iii. Awareness about G.I. Tagging of agriculture crops.</li> <li>iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment.</li> <li>v. Distribution of seedling and seeds including Rabi seeds, lavender seeds.</li> <li>vi. Implementation of FasalBeemaYojna (Crop Insurance)</li> <li>vii. Issuing sanction letters for insurance of the Cattle</li> </ul>
2	Rural Development Department	<ul style="list-style-type: none"> <li>i. Establishment of AmritSarovar per Panchayat (Target/Achievement)</li> <li>ii. Saturation of all households in SHGs across all panchayats.</li> <li>iii. Number of works verified and completed during B2V-I, II, III &amp; IV.</li> <li>iv. Achieving 100% social audit of PMAY.</li> <li>v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households</li> <li>vi. Achieving PMAY/IHHL Saturation.</li> <li>vii. Status of Drug Free/Corruption free Panchayats</li> <li>viii. Organizing of various sports events at the Panchayat level.</li> </ul>
3	Information Technology	<ul style="list-style-type: none"> <li>i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated.</li> <li>ii. Awareness about BEAMS, Janbhagidari &amp; E-UnnatPortal etc.</li> <li>iii. Hoardings, Wall paintings in all panchayats about Digital J&amp;K &amp; Services.</li> <li>iv. Organizing of one CSC Camps per panchayat.</li> <li>v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.</li> </ul>
4	Finance Department	<ul style="list-style-type: none"> <li>i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY &amp; PMJDY.</li> <li>ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&amp;K Bank, EDI and Labour.</li> <li>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.</li> <li>iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.</li> </ul>
5	Revenue Department	<ul style="list-style-type: none"> <li>i. Awareness programme about Management legacy data of registration &amp; Delivery of registration documents online to the citizens by the Tehsildar concerned.</li> <li>ii. Information campaign for popularization of "AapZameenAap Ki Nigrani".</li> <li>iii. Achieving saturation of land passbooks.</li> <li>iv. Pending inheritance mutations to be completed.</li> <li>v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)</li> </ul>
6	Health & Medical Department	<ul style="list-style-type: none"> <li>i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme.</li> <li>ii. Swachh Hospitals- Clean Toilets and Junk free premises.</li> <li>iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats.</li> <li>iv. Screening of School Children.</li> <li>v. Awareness about screening of NCD (Non communicable disease).</li> </ul>
7	Social Welfare	<ul style="list-style-type: none"> <li>i. Geo-tagging of established Child Care Institutions.</li> <li>ii. Saturation of Old Age Pension ISSS/NSAP.</li> <li>iii. Number of Disability Cards (UDID) digitized.</li> <li>iv. 500 Anaemia check-up camps to be conducted.</li> <li>v. Number of Aanganwari Beneficiaries Aadhar Seeded.</li> </ul>



		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 KaviSamaylan, 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 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	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 fair 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 & 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 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.





Governance at doorsteps

**1<sup>st</sup> to 16<sup>th</sup> 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	AMJAD HUSSAIN
2	Designation	ZEO THATHRI
3	Department	EDUCATION
4	Place of posting	THATHRI
5	Mobile No	94199-52288
6	Email ID	amjad30meria10@gmail.com
7	Home District	RAMBAN
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	KENCHA-BATOLA
2	Local Government Directory(LGD) code of the Panchayat	239550
3	Name of CD Block	KAHARA
4	Name of Tehsil	KAHARA
5	Name of District	DODA

### Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	03
2	No. of hamlets in the Panchayat	13
3	No. of households in the Panchayat	610
4	Population (approx) of the Panchayat	6148

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## 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	Taqi Hussain	Agri Ext. Asst	Present.	
2	Education	Sapna Manhan	Teacher	Present.	
3	Food, Civil Supplies and Consumer Affairs	Tarek Ahmed	Dealer	Present	
4	Forest	Pawan Kumar	B. O	Present.	
5	Health and Medical Education	Rajni Dattaraj Sonika	M L H D M L H D	Present Present.	
6	ICDS Department	Hajra Begum	Anganwadi Worker	Present.	
7	Irrigation and Flood Control Department	-	-	-	
8	Jal Shakti Department	Farooq Ahmed	Asst. Supervisor	Present	
9	Power Development Department	Sajdar Ali	A M R	Present	
10	Public Works Department	Farhad Ahmed	Supervisor.	Present.	
11	Revenue	Khodan Hussain	Patwari	Present	
12	Rural Development and Panchayat Raj	Mugheer Hussain Tasif Sagor	Asst P.A.A C.R.S	Present. Present.	
13	Skill Development				
14	Social Welfare Department	Yasir Hussain	-	Present	
15	Youth Services and Sports Department	-	-	-	
16	Others	Aftab Hussain	Paravase	Present	
17					
18					
19					
20					

**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	New - need/water connection.			
	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	-	-	-	-
	b) Primary	02	72	Nil	Govt. Bldg.
	c) Middle	04	282	Nil	Govt.
	d) High	01	66	04	Govt.
	e) Higher Secondary	Nil			
	f) College	Nil			
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		13	256	01	Prvt.
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		Nil	Nil	02	Nil
5	Bank branch(Y/N)	No			
6	Availability of ATM (Y/N)	No			
7	Khidmat center/ CSC (Y/N)	Yes (Dvt.)			
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	
		02		02	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		01 - Panchayat Ghar.		Yes.	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		Amrit Sarovar	Bagdair	Ongoing	
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Dvt. has rich intangible cultural heritage as well as tourism potential.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	5			
	iii. Please mention assets	5			
	1.	Panchayat Ghar			
	2.	Culvert at Batola			
	3.	Tile work chowkidar Mohalla			
	4.	Road from Nakara Kenda to Kahar.			
	5.	MS Bagdair, HS Kenda			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		HS Kenda	2021		
17	List of Underutilized Buildings- names	Name	Year of construction		
		Nil	Nil		

F



**5 QUESTIONNAIRE FOR B2V5**  
**Schedule-III**  
**(STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT)**

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET ELIGIBLE BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASON FOR PENDING
1	Old Age pension	Social Department Welfare	—	221	
2	Widow pension	Social Department Welfare	—	15	
3	Disability pension	Social Department Welfare	—	48	
4	Status under Stunting Mukht	Social Department Welfare	—	—	
5	Status under wasting Mukht	Social Department Welfare	—	—	
6	Equipment's provided to Specially abled persons (Implants, tricycles etc)	Social Department Welfare	—	4	
7	Digital Services provided	IT/ BDO/ CSC	—	—	
8	Daksh Kisan	Agriculture Department	—	—	
9	Kisan credit card	Agriculture Department	443	443	
10	PM Kisan Sammanidhi	Agriculture Department	443	443	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department	—	—	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	—	—	
13	JJM Implementation	Jai Shakti Department	—	—	
	I. No of Household provided FHTC		616	450	ind
	ii. Har Ghar Jal village(s) certified (No.)		3	3	
14	No of Households electrified	PDD	3601	450	Neel
15	PMAY- Gramin	RDD& PR	—	—	
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	610	400	DDF
17	ODF Plus villages (No)	RDD& PR	3	3	—
18	Targeted Sock pit completed	RDD& PR	—	—	—
19	JKRLM:	RDD& PR	—	—	—
	i. Number of Self Help Groups formed		—	—	—
	ii. Number of Households involved		—	—	—
20	Land Passbook Saturation	Revenue Department	650	550	
21	Pending Mutations	Revenue Department	—	—	—
22	Domicile Certificates	Revenue Department	6148	3250	—
23	Persons identified drug addicts	BDO/ Sarpanch	20	—	—
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	3	3	—
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	—	—	—
26	Golden Health Card under Ayushman Bharat	Health Department	6148	2650	imp
27	Janani suraksha yojana	Health Department	35	35	—
28	Status under Anaemia Mukht	Health Department	150	150	—
29	Status under Leprosy Mukht	Health Department	—	—	—
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	3	3	—
31	Number of Ayushman Sabas held	Health Department	—	—	—
32	Out of School Children brought to Schools	School Department Education	—	NIL	
33	Number of students still out of Schools	School Department Education	—	NIL	
34	Persons educated through bridge courses	School Department Education	—	NIL	
35	Household using clean cooking fuel (LPG)	FCS & CA	—	—	

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## QUESTIONNAIRE FOR B2V5

### Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

#### I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health & Wellness Centre - Kanchi - Boda
2	Type of building (Govt./ Private)	Private.
3	Availability of Staff a) Doctor b) Paramedical	- NIL - $02 + 02 = 03$
4	No of patients attended during the month	105
5	Status of medicine availability	Yes
6	Special medical camp held, if any	No.
7	Status of Immunization	done
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	35
10	Non-Institutional deliveries in Panchayat (Current Year)	05
11	Other	-
12	Remarks of the Visiting Officer	Nearly own building. Trained lady doctor & paramedical staff.

#### II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Gm. Gish Mys Kancha
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	07 vacant marks = 2 1 Teachers = 2
4	Enrolment of the School a) Boys b) Girls	$37 + 29 = T = 66$
5	Availability of play ground	Yes
6	Availability of drinking water	Yes
7	Availability of electricity	Yes
8	Availability of functional toilets	02 - Yes
9	Activities undertaken under 'My School My Pride'	Academic activities - Ex - tra - Curricular activities - Skill development Music, Art & Painting
10	Other	more mite more staff. Swachh -
11	Remarks of the Visiting Officer	Institute is working but incomplete ongoing building needs to be completed urgently.



### Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	Kenchu - Berdola - Nagri = 13
2	Number of children enrolled a) Boys b) Girls	145 > 256 111
3	Status of Building (Private/Govt.)	Pr.
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	-
12	Number of children wasted	-
13	Any Other	out of 13 centers - 01 - worker has been retired.
14	Remarks of the Visiting Officer	Gmt. building, mailing, infra structure, proper seating arrangement, heating arrangement & gas connections - required.

### CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Kenchu
2	Government / Private	Pr.
3	Name of the dealer (in case of Private)	Mohd Sagal
4	No of registered beneficiaries	904
5	No of beneficiaries drawing Ration from the store	yes
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	Require own kmt. building and require sugar and other allied items.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	NIL
2	No of Accounts in the branch	NIL
3	No of persons applied under various self-employment schemes	NIL
4	No of cases sanctioned under various self-employment schemes	NIL
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	NIL
6	Availability of ATM	NIL
7	Any Other	"
8	Remarks of the Visiting Officer	Urgent need of Bank extension counter at Kancho.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	lohar Mohala Bagdair d Nagri
2	Condition of Amrit Sarovar	Ongoing
3	Details of repair undertaken, if any	NIL
4	Utilization of Amrit Sarovar	NIL
5	Any Other	NIL
6	Remarks of the Visiting Officer	After completion of this project, it will provide benefits to public at large.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Kencho Nalla h
2	Condition of Playground	Damaged Play ground
3	Utilization of Playground	Not in Use
4	Any Other	—
5	Remarks of the Visiting Officer	Play ground require immediate repairment and extension as Public has spoiled this area during visit.

VIII. Partwarkhana:

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

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IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Kenchu - Singpur
2	Name of the beneficiary	Mohd. Saif
3	Status of the house (completed/ in-use/ under-construction)	Under-construction.
4	Any Other	
5	Remarks of the Visiting Officer	PMAY - Houses are under construction and some are completed sanctioned during financial year 2023-24.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Chowdhury Mohd. - U.M. 7
2	Name of the beneficiaries	En. Hassan
3	Status of the Soakpits/compost pits (completed/in-use/under-construction)	In use.
4	Any Other	-
5	Remarks of the Visiting Officer	Soak pits & compost pits are constructed in Rangpur and are in use.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Kenchu
2	No of online services provided by the CSC	05
3	No of persons approached for services	30
4	Any Other	-
5	Remarks of the Visiting Officer	CSC center is working & providing online & offline services.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Excellent
2	Transport	Needs RTC mini bus
3	Electricity	Needs iron poles in Pdt.
4	Drinking water	90% house holds stand connected
5	Cleanliness	Good
6	Sports facility (Playground)	Requirement of Playground is Urgent
7	Any Other	Urgent need of community hall.

## 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	Organized
	3. Local Folk programme / Show	Organized
	4. Discussions with PRI and Senior citizens	Organized
	5. Exhibitions	Nil
B	Sports Activities	
	1. Sports Event	Organized
	2. Distribution of sports kit	Nil
C	Inaugurations (If any)	Nil
	PMAY house	Yes, inaugurated
	Segregation Sheds	Yes, inaugurated
	Amrit Sarovar	Yes, visited
	JJM Assets	Work Ongoing
	Compost/ Soak Pits	Yes
	PMGSY / MGNREGA works	Yes
	Any other	- Nil -
D	Distribution of certificates	Nil
	Self Employment Schemes	
	Land Pass books	In progress
	Any other	Nil
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat, Mobile Van) and Flagship Schemes given in the instruction manual	Yes, Also Pledge Taken



**QUESTIONNAIRE FOR B2V5**  
**Schedule-VI**  
**(SDG THEME ADOPTED BY THE PANCHAYAT)**

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean + good village and self sufficient infrastructure
2	Activities undertaken under the Theme (as per instruction manual)	(a) PMAY activities (Houses). (b) Tile work under capex. (c) Path (d) Water tanks.
3	Status of activities undertaken	Completed and some are ongoing.
4	Visible impact of the Activities	Panchayat is progressing towards sustainable development.
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes, Prepared.
6	How many activities of SDG have been covered under GPDP	Activities has been covered under GPDP.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Hilly terrain, horrible climatic conditions etc.
8	Remarks of the Visiting Officer on the status SDG Theme	Some activities under SDG's has been completed viz. Drainage, cleanliness, plantation & some are in progress.

## QUESTIONNAIRE FOR B2V5

Schedule VII  
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
<b>A Demands/ Grievances addressed by the Administration</b>		
1	Water supply scheme Delayation to Kanchha.	
2	Demand for electric poles have been fulfilled.	
3	Demand for Pyl. char has been fulfilled.	
4	200 houses under PMAY.	
5		
<b>B Impact of B2V1 to B2V4</b>		
1	Drinking water facility enhanced.	
2	whole pyl. is 100% electrified.	
3	Enhanced infrastructure in the panchayat.	
4	Proper functioning of govt. dep'ts.	
5		
<b>C Challenges in the Panchayat</b>		
1	Tharbast issues for students need public trans.	
2	Improper road connectivity.	
3	Frequent power cuts in winter.	
4	Poor infrastructure in govt. dep'ts.	
5	Nop. s. Amul machinery has been damaged for 4 yrs.	
<b>D Suggestions if any</b>		
1	R.T.C for panchayat.	
2	All the hamlets of panchayat should be <sup>with road</sup> connected.	
3	Urgent need of community Hall.	
4	Frequent power cuts should be minimised.	
5	Hand done of pyl char should be appointed as chronoider.	

(6) Urgent need of irrigation canal from Raika nallah to Bitda.



# QUESTIONNAIRE FOR B2V5

Schedule-VIII

## I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Rural Development Department
2	POD and Health, P.H.E, JFM TAL Shukla.
3	Education.
2	LEAST RESPONSIVE DEPARTMENTS
1	Seri Culture.
2	Irrigation & Flood Control Dept.
3	Skill Dev. Department.

## II. FEEDBACK ON UT INITIATIVES

Various centrally <sup>sponsored</sup> and UOT sponsored schemes have been implemented after the abrogation of 370. However, there should be regular check of developmental works so that the benefit should reach the actual beneficiary and hence promotes transparency, impartiality etc in administration.

## III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	insufficient supply of material in - U of cash deposited by Pyl.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	(a) Construction of community Hall (b) Sanction of Govt. building for P.H.C. (c) Mrs. Kenuha, Mrs. Kola, D.P.S. UMER Mohalla, required additional rooms
3	Overall assessment of the visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions)	Panchayat is prospering in terms of infrastructure development & other works. Needs improvement in road connectivity, electrification, drinking water facility & proper function of line depots.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	8 points
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	It is certified that Sri Amjad Hussain visited the Pyl. on 15 Nov. to 16 Nov. and conducted various programmes under B2V5.

Signature of Sarpanch  
Name: Jazza Malik  
16/11/23

Signature of the Visiting Officer  
Name: Amjad Hussain Malik  
18/11/23