

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	Seeking details from the District team	- Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in - Also take print outs of the summarized excel sheets of the previous phases from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in ATRs on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner. - Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in / www.jkpanchayat.jk.gov.in - Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads: • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work - Plans/ beneficiary lists: • MGNREGA draft plan document for the year 2023-24. • List of Awaas+ beneficiaries alongwith IHIL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries - Lists of beneficiaries for: • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

Activity	Reach the Panchayat on day of visit.	1. To hold meetings with PRIs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure & implementation of Schemes as per Schedule IA, IB & Schedule-II. 2. Ensure that all front line workers of different deptts 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, Anganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc. 9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki 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 deptts, 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 Muk, Bhrashtachar Muk, 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 Muk J&K.
 - vi. Nasha Muk, 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 / 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/pro- jects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground
Har Gaon Hariyali, Planta- tion drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is held
Dangal/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify

AWARENESS GENERATION ABOUT FLAG SHIP SCHEMES

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

FLAG SHIP SCHEMES

1. Ayushman Bharat- PMJAY
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission
3. PM Awas Yojana (Rural)
4. PM Ujjawala Yojana
5. PM Vishwakarma
6. PM 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. *Compost pits etc.*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. *Solar panels*
- 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. *plantation drives, Reduced use of polythene,*
- 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 *(INSTITUTIONALIZED)*

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 *NO*
- 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. *01*

- 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 *on the basis of income & BPL/AY category Ration cards* ✓
- 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 01 ✓
- 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. 01 ✓
- 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	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	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	i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagidari & E-UnnatPortal etc. iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services. iv. Organizing of one CSC Camps per panchayat. v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.
4	Finance Department	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.
5	Revenue Department	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	i. Saturation of Golden Cards under PMJAY/ 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	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 KaviSamaylan, Painting competitions etc.
11	Labour & Employment	i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fares per District. iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme.
12	School Education Department	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 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 & Aanganwaris for potable water.
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. ii. Mechanism for monitoring of cases at district level. iii. Steps for decriminalization of laws.
29	Public Grievance	i. Satisfaction level for grievances redressal. ii. Assessment of perception of departments among public iii. Key issues of concern leading to grievances to be identified.
30	Estates Department	i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants.
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. ii. Capacity building/ training of the staff.
32	Floriculture Department	i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture.
33	Information Department	i. Training of the Departmental Officials in Media and Communications. ii. Launch of Musical Talents. iii. Organizing photograph competition under Badalta J&K for public.
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. ii. MSME registration on single window portal. iii. Registration of Artisans and weavers. iv. Training of youth in handicrafts and Handloom cooperatives. v. Achievements made under Vishwa Karma Scheme.
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. ii. Physical verification of completed projects/ works. iii. Monitoring of Aspirational Panchayat, Block and District programmes. iv. Awareness programme about registration of Births & Deaths. v. Panchayat development index rating verification.



Governance at doorsteps

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	MALIK GULZAR AHMAD.
2	Designation	LECTURER (1st+2)
3	Department	EDUCATION
4	Place of posting	HSS SHOLIPORA
5	Mobile No	8825046858
6	Email ID	malikgulzar99@gmail.com
7	Home District	BUDGAM
8	Dates of visit	9th and 10th NOVEMBER 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	DASSAN
2	Local Government Directory(LGD) code of the Panchayat	241328
3	Name of CD Block	SUKHNAG
4	Name of Tehsil	BEERWAH
5	Name of District	BUDGAM

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	02
2	No. of hamlets in the Panchayat	02
3	No. of households in the Panchayat	276
4	Population (approx) of the Panchayat	1726

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. SHAFI SHIEKH	JAO	PRESENT	7
2	Education	MOHD. HAROON	TEACHER	PRESENT	
3	Food, Civil Supplies and Consumer Affairs	IMTIYAZ AHMAD GANAIE	STORE-KEEPER	PRESENT	
4	Forest	WASIM BARI	R.E.J.	PRESENT	
5	Health and Medical Education	GULZAR AHMAD	M.M.P.H.N	PRESENT	
6	ICDS Department	TAHIRA AKHTER	A. WORKER	PRESENT	
7	Irrigation and Flood Control Department	G.H. NABI MIR	HELPER	PRESENT	
8	Jal Shakti Department	-	-	-	
9	Power Development Department	-	-	-	
10	Public Works Department	-	-	-	
11	Revenue	FAROOQ AHMAD	PATWARI	PRESENT	
12	Rural Development and Panchayat Raj	SHAHNANAZ AH. MALIK	V.L.W	PRESENT	
13	Skill Development				
14	Social Welfare Department	MUBASHIR-MUSHTAQ	M.P.S	PRESENT	
15	Youth Services and Sports Department	NOUSHAD AHMAD BHAT	R.E.K	PRESENT	
16	Others				
17	ANIMAL HUSBANDRY	NAZIR AHMAD NAJAR	A.V.D	PRESENT	
18	J & K BANK	BASHARAT AHMAD	Scale Two	PRESENT	
19	HORTICULTURE	SHAMEEMA BANO	HTG-4	PRESENT	
20	SHEEP HUSBANDRY	AB. MAJEED	STOCK ASST.	PRESENT	

QUESTIONNAIRE FOR B2V5

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

1	Infrastructure of Panchayat Ghar a) Govt building/private b) New/needing repairs II. Furniture (Y/N) III. Computer/printer (Y/N) IV. Internet (Y/N) V. Telephone (Y/N) VI. Toilet (CSC/part of panchayat ghar) (Y/N) VII. Water (Y/N) VIII. Electricity (Y/N)	GOVT. NEED MINOR REPAIRS YES YES NO NO YES NO NO			
2	Educational institutes a) Kindergarten b) Primary c) Middle d) High e) Higher Secondary f) College	No. of Schools	Enrollment	Teacher vacancies	Govt Building / Private Building
		ZERO	NIL	-	GOVT.
		02	91		01 GOVT. 01 PRIVATE
		02	168		GOVT.
		01	75		NIL
		NIL	x		NIL
		NIL	x		NIL
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building / Private Building
		04	171	NIL	PRIVATE
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		NIL	NIL	01	0 ZERO
5	Bank branch (Y/N)	NO	-	-	-
6	Availability of ATM (Y/N)	NO	-	-	-
7	Khidmat center / CSC (Y/N)	YES	-	-	-
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	310	YES	
12	Government offices - details, whether functional or not	No. of Govt Offices	ICDS = 04, Functional		
		PANCHAYAT = 01, School = 5 HWC = 01, AH = 01 YES			
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		NO SITE HAS BEEN IDENTIFIED YET.			
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	NONE			
15	i. Whether Panchayat assets captured on e-Gram Sampda App (Y/N) ii. Number of Asset captured iii. Please mention assets	NO NIL			
	1.				
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings - names, year of construction	Name	Year of construction		
		NONE	X		
17	List of Underutilized Buildings - names	Name	Year of construction		
		NONE	X		

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 PENDING
1	Old Age pension	Social Welfare Department	132	132	NIL
2	Widow pension	Social Welfare Department	26	26	NIL
3	Disability pension	Social Welfare Department	37	37	NIL
4	Status under Stunting Mukht	Social Welfare Department	ZERO	0	-
5	Status under wasting Mukht	Social Welfare Department	ZERO	0	-
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Welfare Department	07	07	NIL
7	Digital Services provided	IT/ BDO/ CSC	15 SERVICES		
8	Daksh Kisan	Agriculture Department	15	15	NIL
9	Kisan credit card	Agriculture Department	276	150	NOT INTERESTED
10	PM Kisan Sammanidhi	Agriculture Department	274	264	UNDER PROCESS
11	Employment Saturation (PMEGP, Tejayvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department	49	29	NOT WILLING
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	YES		
13	JJM Implementation	Jai Shakti Department		0	work is in progress by JJM
	I. No of Household provided FHTC			0	
	II. Har Ghar Jal village(s) certified (No.)			0	
14	No of Households electrified	PDO		270	
15	PMAY- Gramin	RDD& PR	15	15	-
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR		60	
17	ODF Plus villages (No)	RDD& PR	02	02	-
18	Targeted Sock pit completed	RDD& PR		60	
19	JKRLM:	RDD& PR			
	I. Number of Self Help Groups formed		07	07	-
	II. Number of Households involved			70	
20	Land Passbook Saturation	Revenue Department	276	276	NIL
21	Pending Mutations	Revenue Department	18	18	NIL
22	Domicile Certificates	Revenue Department		701	NOT APPLIED
23	Persons identified drug addicts	BDO/ Sarpanch	0 (NONE)	0	x
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	x	03	x
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	0 (NIL)	0	x
26	Golden Health Card under Ayushman Bharat	Health Department	1726	1570	UNDER PROCESS
27	Janani suraksha yojana	Health Department	42	24	UNDER PRICESS
28	Status under Anaemia Mukht	Health Department	NIL	NIL	(ANAEMIA FREE)
29	Status under Leprosy Mukht	Health Department	NIL	NIL	(LEPROSY FREE)
30	Number of Ayushman Helas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	18	18	(EIGHTEEN)
31	Number of Ayushman Sabas held	Health Department	09	09	
32	Out of School Children brought to Schools	School Education Department		04	-
33	Number of students still out of Schools	School Education Department		06	-
34	Persons educated through bridge courses	School Education Department	NONE	NONE	-
35	Household using clean cooking fuel (LPG)	FCS & CA	276	260	- NOT WILLING

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	HEALTH & WELLNESS CENTER DASAN
2	Type of building (Govt./ Private)	PRIVATE
3	Availability of Staff a) Doctor b) Paramedical	NIL 02
4	No of patients attended during the month	200
5	Status of medicine availability	12 KINDS OF MEDICINES AVAILABLE
6	Special medical camp held, if any	09
7	Status of Immunization	50 CHILDREN MONTHLY
8	Participation of health worker in Village Health and Nutrition Day	04
9	Institutional deliveries in Panchayat (Current Year)	42
10	Non- Institutional deliveries in Panchayat (Current Year)	NONE
11	Other	
12	Remarks of the Visiting Officer	The center needs furniture, extra medicines and equipment.

II. Education Institutions:

S. No	Particulars	①	② Status	③	④
1	Name of Education Institutions	H/S DASSAN, M/S DASSAN, M/S MASHON,			P/S Aston
2	Type of building (Govt./ Private)	Govt. = 03	Private = 01		mehla
3	Availability of Staff as per sanctioned strength	Teacher = 15, PGM = 01			⑤ P/S Kraspora
4	Enrolment of the School a) Boys b) Girls	Re. K = 01	Lib. Ast = 01, orderly = 02		DASSAN (clubbed)
5	Availability of play ground	153 } = 334			
6	Availability of drinking water	181 }			
7	Availability of electricity	NO			
8	Availability of functional toilets	YES			
9	Activities undertaken under 'My School My Pride'	YES			
10	Other				
11	Remarks of the Visiting Officer	Need of Additional class rooms for H/S Dasan & m/s Mashon			

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	DASSAN & MASHON
2	Number of children enrolled a) Boys b) Girls	(03) + (01) = 04 Center $\begin{matrix} 75 \\ 91 \end{matrix} = 171$
3	Status of Building (Private/ Govt.)	PRIVATE
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 (DASSAN A = NIL)
9	Availability of tap connection	YES
10	Availability of electricity connection	YES
11	Number of children stunted	NONE
12	Number of children wasted	NONE
13	Any Other	
14	Remarks of the Visiting Officer	Dassan ICDS 'A' lacking functional toilet.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	DASSAN
2	Government / Private	PRIVATE
3	Name of the dealer (in case of Private)	INTIYAZ AHMAD GANAIE
4	No of registered beneficiaries	310
5	No of beneficiaries drawing Ration from the store	310
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	working smoothly.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	NO BANK OR EXISTING IN THE G.P.
2	No of Accounts in the branch	29 (ATJK BANK HARDUPANZO)
3	No of persons applied under various self-employment schemes	29 (DASSAN=22) (MASHON=07)
4	No of cases sanctioned under various self-employment schemes	29
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	29
6	Availability of ATM	NONE
7	Any Other	
8	Remarks of the Visiting Officer	

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	NO AMRIT SAROVAR IS EXISTING IN GP
2	Condition of Amrit Sarovar	
3	Details of repair undertaken, if any	(NO SITE HAS BEEN IDENTIFIED YET)
4	Utilization of Amrit Sarovar	
5	Any Other	
6	Remarks of the Visiting Officer	NEO /

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	DASSAN
2	Condition of Playground	NEEDS UPGRADATION
3	Utilization of Playground	NO
4	Any Other	
5	Remarks of the Visiting Officer	NEEDS FENCING MA LEVELLING ETC.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	NOT EXISTING IN GP
2	Government/ Private building	NIL
3	Land passbook saturation	100%.
4	Pending mutations	NIL
5	Any Other	/
6	Remarks of the Visiting Officer	G.P needs patwarkhana

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	DASSAN
2	Name of the beneficiary	BASHIR AHMAD GANDIE
3	Status of the house (completed/ in-use/ under-construction)	UNDER CONSTRUCTION
4	Any Other	(15 PMAY HOUSES UNDER CONSTRUCTION IN G.P.)
5	Remarks of the Visiting Officer	A few beneficiaries need to be benefitted under the Scheme.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	DASSAN
2	Name of the beneficiaries	TAWSEEF AHMAD BHAT
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	COMPLETED
4	Any Other	
5	Remarks of the Visiting Officer	More Soak pits required in G.P.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter / CSC counter	DASSAN
2	No of online services provided by the CSC	15
3	No of persons approached for services	250 (Approx.)
4	Any Other	
5	Remarks of the Visiting Officer	

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Good (Main road needs repairs)
2	Transport	Good
3	Electricity	Adequate but few L.T. Poles required.
4	Drinking water	INADEQUATE (pipeline laid by JJM)
5	Cleanliness	NEEDS IMPROVEMENT.
6	Sports facility (Playground)	PLAYGROUND NEED UPGRADATION
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	DONE
	2. Skits, Songs, Dramas	DONE
	3. Local Folk programme / Show	DONE
	4. Discussions with PRI and Senior citizens	DONE
	5. Exhibitions	NO / NIL
B	Sports Activities	
	1. Sports Event	DONE
	2. Distribution of sports kit	DONE (CRICKET KIT)
C	Inaugurations (If any)	
	PMAY house	UNDER CONSTRUCTION
	Segregation Sheds	N.A.
	Amrit Sarovar	NO SITE IDENTIFIED YET
	JJM Assets	NO ASSET FOR INAUGURATION
	Compost/ Soak Pits	DONE
	PMGSY / MGNREGA works	UNDER CONSTRUCTION
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	NONE
	Land Pass books	NONE
	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	DONE

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

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	CLEAN AND GREEN VILLAGE
2	Activities undertaken under the Theme (as per instruction manual)	COMPOST, SOAKAGE PITS, DUST BINS PROVIDED / INSTALLED
3	Status of activities undertaken	SATISFACTORY
4	Visible impact of the Activities	POSITIVE IMPACT
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	YES
6	How many activities of SDG have been covered under GDP	ONE
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Door to door collection of solid wastes and their proper disposal is not taking place.
8	Remarks of the Visiting Officer on the status SDG Theme	The overall surroundings of the G. P are clean.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A Demands/ Grievances addressed by the Administration		
1	- Road from Mashon to Latina, Completed under PMGSY.	
2	- Distribution /Laying of main pipe line by JIM.	
3	- H.T. poles installed.	done.
4	- Constructed of play field at Dasan (needs maintenance)	
5		
B Impact of B2V1 to B2V4		
1	Impact of Back to village programmes is Significant, positive and impressive. Many developmental-works have been done and many are going on as per the needs of public. Residents of G.P. Dasan are very much hopeful that rest of their demands will be addressed soon.	
2		
3		
4		
5		
C Challenges in the Panchayat		
1	- Lack of income generating units in the G.P. - Inadequate drinking water facility - No proper disposal of solid wastes.	
2		
3		
4		
5		
D Suggestions if any		
1	1 - There should be a proper mechanism for the management of Solid wastes in the G.P.	
2		
3	2 - Repaving of lanes proceeding Primary School Dasan	
4		
5	3 - Installation of Street Lights. 4 - Supply of medicines to Health & Wellness Centre Dasan be increased	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RURAL DEVELOPEMENT DEPARTMENT
2	AGRICULTURE DEPARTMENT
3	SOCIAL WELFARE DEPARTMENT.
2	LEAST RESPONSIVE DEPARTMENTS
1	IRRIGATION DEPARTMENT
2	
3	

II. FEEDBACK ON UT INITIATIVES

The residents of G.P Dabban are very happy with the UT initiatives. Many developmental works have already been completed and many are going on as per the needs of the general public. Governance at door step is a ray of hope for weaker sections of the society. people enjoy the services like digitalisation of services, records etc. Decentralisation of powers, empowered panchayats to serve people efficiently.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	— NONE —
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Construction of Additional class room/Building for H/S Dabban Additional class room for M/S Mashon Road from Dabban to Lalpora.
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 overall assessment is satisfactory. The people are happy with the initiatives of the Govt. for the betterment of people. G.P needs improvement in terms of infrastructure, solid liquid waste management, employment generating units, skill development of youth.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	08
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Certificate Received.

Signature of Sarpanch

Name: Kousara Bano

Sarpanch
Block Sukhnag
Panchayat Halqa Dabban

Signature of the Visiting Officer

Name: Malik Gulzar Ahmad.

Certificate

It is to certify that the official namely Malik Gulzar Ahmad visited the Gram panchayat Dassan Block Sukhnag as visiting officer (Prabhari officer) on 9th and 10th of November 2023 under B2V5 programme. He spent both days in the said Gram panchayat.

Dt. 10-11-2023



Sarpanch
Block Sukhnag
Panchayat Halqa Dassan
Signature of Sarpanch
(Sarpanch)
(Kousara)
Bano