

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

Name of Panchayat = Gahlot Malapur
Name of visiting officer = Prof. Mustaza Ahmed.
Visiting Date = 10-11 November 2023.
Assisted By = Mr. Abdul Aziz, VLW.

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 IHHL 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

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 Mukht 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.

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 Mukat, Bhrashtachar Mukat, 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 Mukat J&K.
 - vi. Nasha Mukat, 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

WARENESS GENERATION ABOUT FLAG SHIP SCHEMES

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

FLAG SHIP SCHEMES

1. Ayushman Bharat- PMJAY
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission
3. PM Awas Yojana (Rural)
4. PM Ujjawala Yojana
5. PM Vishwakarma
6. PM KissanSamman Nidhi
7. Kissan Credit Card (KCC)
8. PM Poshan Abhiyan
9. Har Ghar Jal- Jal Jeevan Mission
10. Survey of Villages and Mapping with improvised technology in Village areas (SVANMITVA)
11. Jan Dhan Yojana
12. Jeevan Jyoti Bima Yojana
13. PM KUSUM Yojana
14. Suraksha Bima Yojana
15. Atal Pension Yojana

ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS

1. Enrolment in Eklavya Model residential school
2. Scholarship schemes
3. Forest Rights Title: Individual and Community Land
4. Van Dhan Vikas Kendra: Self Help Groups

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

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

1. Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste. *yes*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. *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. *Partially done*
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No *Partially done*
- 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. *Yes! These practice are used by different panchayats*
- vi. Whether schools have started segregating waste. Yes/No *No*
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No *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 *92% coverage*
- iii. Are all the Children being immunized as per the Schedule recommended by Govt. of India? Yes/No *Yes*
- iv. Are all the eligible individuals been vaccinated against COVID-19? Yes/No *Yes*
- v. Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal check-ups? Yes/No *Yes*
- vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? Yes/No *Yes*

3. Water-sufficient village

- i. Do all the IHHs in the Gram Panchayat have water pipeline connections? Yes/No *Not yet*
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify *Partially done*
- iii. Do all the IHHs in the Gram Panchayat have toilets? Yes/No *No (about 50% coverage)*
- iv. Are all the IHHs toilets functional or not? Yes/No *Yes*
- v. Do all the Schools/Anganwadicenters have a toilet facility or not? Yes/No *Yes but poor functional*
- vi. Are all the toilets in the schools/Aanganwadifunctional or not? Yes/No *No*
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? Yes/No *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 *Not enrolled due to insufficient AWC in Panchayat*
- ii. How many BalSabha's were organized in the Gram Panchayat. *Two organised by visiting officer during follow up visit and B2R5.*

- iii. Whether the issues raised by BalSabha are addressed during the Gram Sabha. Yes/NO *Yes*
- iv. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO *No*
- v. Do all the schools under the Gram Panchayathave separate toilets for girls and boys? Yes/No *No (The toilet facility in schools is very poor and insufficient)*

5. Village with good governance

- i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No *No*
- ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? Yes/No *Yes*
- iii. Does the Gram Panchayat has its building or not? Yes/No *Yes (But need to renovate)*
- iv. Is the Gram Panchayat office functional or not? Yes/No *No*
- v. Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No *Yes*
- vi. Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No *Not*

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 *No*
- ii. Have all the eligible households registered in PDS or not? Yes/No *Not*
- iii. Has Gram Panchayat provided space for Self-help Groups in PanchyatGhar for holding meetings or not? Yes/No *Yes*
- iv. Have all the eligible households been registered for Pension or not? Yes/No *Yes*
- v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No *No*
- vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No *Yes*
- vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No *Yes*

7. Socially secured village

- i. Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No *Yes*
- ii. Is Gram Panchayat Office Disabled Friendly or not? Yes/No *Yes*
- iii. Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No *No*
- iv. Do all the Schools in the Gram Panchayathave facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? Yes/No *No*
- v. Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No *Yes*
- vi. Are all the eligible households getting benefits from IAY or not? Yes/No *Yes (about 95%)*

8. Engendered Development in Village

- i. How many MahilaSabha's were organized in the Gram Panchayat *Three MS organised*
- ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/No) *No*
- iii. Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No) *Yes*
- 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 *16*

9. Self-sufficient infrastructure in the village

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

Secretary Panchayat, Culched. Malipat.
Block Surkhar.

MIR MOHD
Sarpanch
Pty. Gollad Mailkpur

Visiting Officer
M.D.

Deliverables:

S. No.	Department	Deliverable
1	Agriculture Production Department	<ul style="list-style-type: none"> i. Awareness programmes regarding the establishment of Bee Colonies/ Mulberry farms. ii. Ensuring saturation of Kisan 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 Raju seeds, Javender seeds. vi. Implementation of Pashu Bima Yojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	<ul style="list-style-type: none"> i. Establishment of Anganwadis per Panchayat (Target/Achievement) ii. Saturation of all households in SHCs 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, PMML, compost/compost pits for all households vi. Achieving PMAY/SHH Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	<ul style="list-style-type: none"> i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagidari E-4, InnaPortal etc. iii. Hoardings, Wall paintings in all panchayats about Digital SK & Services. iv. Organizing of one CSC Camps per panchayat. v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.
4	Finance Department	<ul style="list-style-type: none"> i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMUDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with SK Bank, ECI and Labour. iii. Setting up of counters by Banks at Panchayat level for verification, Sanctioning and disbursement of loan 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 programmes about Management agency data of registration & delivery of registration documents online to the citizens by the Tehsildar concerned. ii. Information campaign for popularization of "AppZameenApp Ki Nigam". iii. Achieving saturation of land passbooks. iv. Pending inheritance mutations to be completed. v. Functionality of the Patwarikhanas. (No of Patwarikhanas made functional)
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJJY/ SHAT Scheme. ii. Swachh Hospitals- Clean Toilets and Junk free premises. iii. Awareness programmes about Anemia Mukt, TB Mukt, and Shunting Mukt 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 (SSS/NSAP). iii. Number of Disability Cards (UDID) digitized. iv. SHH Anemia check-up camps to be conducted. v. Number of Anganwadi Beneficiaries Aarhar 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. NA
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 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.

QUESTIONNAIRE FOR B2V5

Schedule-1 (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	MURTAZA AHMED
2	Designation	Assistant Professor
3	Department	Higher Education Deptt.
4	Place of posting	Ghart Degree College Mendhar
5	Mobile No	60054706005, 09622000259
6	Email ID	mustazaahmed9@gmail.com
7	Home District	Doonch
8	Dates of visit	10 th - 11 th 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	Ghart Degree College, Block Mendhar
2	Local Government Directory(LGD) code of the Panchayat	
3	Name of CD Block	MENDHAR
4	Name of Tehsil	MENDHAR
5	Name of District	DOONCH

C. Panchayat Profile:

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

QUESTIONNAIRE FOR B2V5

Schedule-1 (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	M. M. Mohd. Shabir		Present	
2	Education	Mr. Mohd. Nasir	Teacher		
3	Food, Civil Supplies and Consumer Affairs		—	Absent	—
4	Forest	Ignar. H. Shah	Forester	Present	along with a guard
5	Health and Medical Education	Zakir Bhai	ASHA	-do-	
		Bastara Hussain	MTS	-do-	
6	ICDS Department	Shuja Begum	ALW	-do-	
7	Irrigation and Flood Control Department				
8	Jal Shakti Department	Atagar Rehman	TSS	Present	
9	Power Development Department	Maqbool Hussain	AE	-do-	
10	Public Works Department	Bajirad H. Shah		-do-	
11	Revenue	Tarig Habib	Patwari	-do-	
12	Rural Development and Panchayat Raj	Abdul Aziz	NLU	-do-	Liason officer available.
13	Skill Development				
14	Social Welfare Department	Nasrat Begum			
15	Youth Services and Sports Department				
16	Others				
17					
18					
19					
20					

Annexure I - Enclosed at the end attendance of all employees present during 1 or 2 days.

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/needing repairs	Needing repairing			
	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 (but not properly functional)			
	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	3	95	6	Govt Building
	c) Middle	1	86		
	d) High	- Nil -			
	e) Higher Secondary	- Nil -			
	f) College	- Nil -			
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		1	20	1+1=2	Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		Nil	Nil	Nil	No
5	Bank branch(Y/N)	No			
6	Availability of ATM (Y/N)	No			
7	Khidmat center/ CSC (Y/N)	No			
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	
		1			
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		5 (4 Govt, 1 Panchayat)	Yes		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		1		Good	Newly Constructed
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Potential of @ tourism and @ Agriculture and @ Sericulture in the Panchayat			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	No			
	ii. Number of Asset captured	No			
	iii. Please mention assets				
	1.				
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		No.			
17	List of Underutilized Buildings- names	Name	Year of construction		
		5 buildings including 3 Primary schools, one middle school and one Panchayat Ghar.			

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 Department Welfare		49	
2	Widow pension	Social Department Welfare		19	
3	Disability pension	Social Department Welfare		10	
4	Status under Stunting Mukht	Social Department Welfare		NIL	
5	Status under wasting Mukht	Social Department Welfare		NIL	
6	Equipment's provided to Specially abled persons(implants, tricycles etc)	Social Department Welfare	Wiggle = 2, roller chair = 4, hearing aid = 4, crutches = 2 pairs, walking stick = 3		
7	Digital Services provided	IT/ BDO/ CSC	N/A		
8	Dakh Kisan	Agriculture Department		1000	
9	Kisan credit card	Agriculture Department		36	
10	PM Kisan Samannidhi	Agriculture Department		129	
11	Employment Saturation (PMEGP, Tejasvani, Mumukshu, Mission Youth, Himmat, etc)	Employment Department			
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	N/A		
13	JAM Implementation I. No of Household provided FHTC II. Har Ghar Jal village(s) certified (No.)	Jal Shakti Department	under process 70% work done	325	
14	No of Households electrified	PDO		N/A certified	
15	PMAY- Gramin	RDD& PR	84	41	
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR			
17	ODF Plus villages (No)	RDD& PR	N/A		
18	Targeted Sock pit completed	RDD& PR		201	
19	JKRLM: I. Number of Self Help Groups formed II. Number of Households involved	RDD& PR	N/A N/A		
20	Land Passbook Saturation	Revenue Department	354	345	
21	Pending Mutations	Revenue Department	12	12	
22	Domicile Certificates	Revenue Department			
23	Persons identified drug addicts	BDO/ Sarpanch	N/A	N/A	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	02	02	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	N/A	N/A	
26	Golden Health Card under Ayushman Bharat	Health Department	2300	2100	
27	Janani suraksha yojana	Health Department	16	16	
28	Status under Anaemia Mukht	Health Department	NIL	NIL	
29	Status under Leprosy Mukht	Health Department	N/A cure		
30	Number of Ayushman Melas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	NIL		
31	Number of Ayushman Sabas held	Health Department	03	03	
32	Out of School Children brought to Schools	School Department Education		05	
33	Number of students still out of Schools	School Department Education		NIL	
34	Persons educated through bridge courses	School Department Education	N/A	NIL	
35	Household using clean cooking fuel (LPG)	FCS & CA			

QUESTIONNAIRE FOR B2V5

Schedule-IV

(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	NA
2	Type of building (Govt./ Private)	
3	Availability of Staff a) Doctor b) Paramedical	
4	No of patients attended during the month	
5	Status of medicine availability	
6	Special medical camp held, if any	
7	Status of Immunization	
8	Participation of health worker in Village Health and Nutrition Day	
9	Institutional deliveries in Panchayat (Current Year)	
10	Non- Institutional deliveries in Panchayat (Current Year)	
11	Other	
12	Remarks of the Visiting Officer	

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Gym Malikpur
2	Type of building (Govt./ Private)	Govt Building
3	Availability of Staff as per sanctioned strength	Sanctioned = 06 Available = 05
4	Enrolment of the School a) Boys b) Girls	48 46
5	Availability of play ground	Yes
6	Availability of drinking water	Yes
7	Availability of electricity	Yes
8	Availability of functional toilets	03
9	Activities undertaken under 'My School My Pride'	Nastik Mukh Dhadge and sports activities organised under ment.
10	Other	
11	Remarks of the Visiting Officer	Staff/teacher are doing their best but due to insufficient rooms in the school the teaching-learning system is suffering a little bit.

MEMORANDUM
Sarpanch
Pty Gohad Malikpur

Secretary Panchayat Gohad Malikpur
Block... Mewar.

III. Anganwadi Center:

visited on 11/11/2023

S. No	Particulars	Status
1	Location of Anganwadi center	Hard NO.1
2	Number of children enrolled	
	a) Boys	10
	b) Girls	10
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	NO
9	Availability of tap connection	NO
10	Availability of electricity connection	Yes
11	Number of children stunted	
12	Number of children wasted	
13	Any Other	
14	Remarks of the Visiting Officer	The store is working properly in a private building. Record is usually maintained and helper is reported per day with 12 children found present.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	- Nil -
2	Government / Private	
3	Name of the dealer (in case of Private)	
4	No of registered beneficiaries	
5	No of beneficiaries drawing Ration from the store	
6	Whether store is functioning through Aadhar biometric system	
7	Whether record/register maintained in the store	
8	Availability of ration	
9	Any Other	
10	Remarks of the Visiting Officer	- No employee of CAPD department approached in B2V4. People are not satisfied with the distribution.

V. Bank/ Extension counter:

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

Note: Nil bank
No particular bank
branch or extension counter
existing in District
But people open
accounts in various branches
of SBI and SBI bank
in adjoining area.

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	

W. No = 7
newly constructed
- do -
Not yet.

Amrit Sarovar recently
completed. Need more AS
in the District.

VII. Playground:

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

No specific
playground concept
School ground
GMS Mahapur.

VIII. Patwarkhana:

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

Nil

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	W. No 2
2	Name of the beneficiary	Naseem Akhtar and Tameer Akhtar
3	Status of the house (completed/ in-use/ under-construction)	one completed and one in use
4	Any Other	
5	Remarks of the Visiting Officer	visited along with Sarpanch and inaugurated 3 houses constructed under PMAY.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	W. No 3 and 1
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Soakpits are in use
4	Any Other	
5	Remarks of the Visiting Officer	visited and checked physically 4 Soak Pits. They are in use properly.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	
2	No of online services provided by the CSC	N/A
3	No of persons approached for services	
4	Any Other	
5	Remarks of the Visiting Officer	

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	
2	Transport	
3	Electricity	
4	Drinking water	
5	Cleanliness	
6	Sports facility (Playground)	
7	Any Other	

[Signature]

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	organised a seminar on "Women Health and Hygiene"
	2. Skits, Songs, Dramas	Skit on "Worst effect of Drug"
	3. Local Folk programme / Show	Yes
	4. Discussions with PRI and Senior citizens	Yes (Two meeting held)
	5. Exhibitions	
B	Sports Activities	
	1. Sports Event	organised sports event in G.M.S. Malikipur
	2. Distribution of sports kit	No
C	Inaugurations (If any)	
	PMAY house	Three houses inaugurated on day 1
	Segregation Sheds	one segregation shed checked
	Amrit Sarovar	Inspected AS in W NO-7
	IJM Assets	Assessed the ongoing work on proper
	Compost/ Soak Pits	inspection of 3 pits, found functioning
	PMGSY / MGNREGA works	Yes (Inspected 3 houses)
	Any other	Assessed the potential in Pancheet
D	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	5
	Any other	
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat (Mobile Van) and Flagship Schemes given in the instruction manual	Yes! A large level awareness programme held in the Pancheet, in collaboration with NSS, UNIT of SCS, GDC in mention, where the NSS cadets and staff conducted series of activities like

① Natta mukt pledge and awareness

② Awareness about Women Health and Hygiene

③ Distribution of Iron ^{supplement} tablets and Sanitary napkins among the Women.

④ Awareness about registration of New voters in the Pancheet under SVSEP

⑤ Awareness about the importance of Sports etc

[Signature]

Page 10 of 13

MR MOHD
Sarpanch
Pty. Gohled Malikipur

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	
2	Activities undertaken under the Theme (as per instruction manual)	Green and Clean village Panchayat Awareness programme organised and cleanliness drive organised along with NCS cadets.
3	Status of activities undertaken	Plantation drive also initiated effected only by self help groups and volunteers the activities.
4	Visible impact of the Activities	People, Children and women particularly school children well aware about Green mission and NCS cadets
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	- Yes -
6	How many activities of SDG have been covered under GDP	13 activities
7	Bottlenecks, if any, faced in the achievement of SDG Theme	- No major challenge faced -
8	Remarks of the Visiting Officer on the status SDG Theme	The SDG theme adopted in the village but it would be more better if the Panchayat come under modern village.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Three transformers installed by PDD dept. Speedy work is going on ITM project.	
2		
3		
4		
5		
B	Impact of B2V1 to B2V4	
1	Three transformers. B. Path completed Amrut Saver completed.	
2		
3		
4		
5		
C	Challenges in the Panchayat	
1	Dhara's malakpur road incomplete. Re-opening/renovation of Dandhyat Ghar. Need of New anganwadi Center at least 3. 200 meter road upto panchayat Ghar need to do. PDS counter needed in the panchayat.	
2		
3		
4		
5		
D	Suggestions if any	
1	There is a huge scope of Tourism on the top of Panchayat area. Agriculture department need to focus on potential area. There is a dire need of solar panels. Need of Amrut Saver in W.NO 1 for water conservation.	
2		
3		
4		
5		

MIR MOID
Sarpanch
Pty. Gohlad Malikpur

[Signature]

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Tal Shakti Department
2	Rural Development Department
3	Health Department
2	LEAST RESPONSIVE DEPARTMENTS
1	Public Distribution Department (Food items supplied)
2	Road B Department
3	

II. FEEDBACK ON UT INITIATIVES

The Panchayat Samiti, people and women are clear about the Govt schemes and they are performing and contributing their best. They are availing the benefits of Government services with minor exceptions - Due to the lack of infra structure in the Panchayat and minimum rate of some department the program is not up to the mark but definitely in future it may be better.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Remarks
1	Any major complaint brought to the notice of the Visiting Officer	Two departments in Tal Shakti people facing charges regarding ration - Forest Guard some time unnecessary create problem to make per road incomplete.
2	Major/urgent public demands that were reflected earlier but have not been addressed so far	2 km road 2 km road incomplete. 16 demands on during previous B2V4
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)	① Area must be on tourism map. redoubt. ② Medical/health potential must be explore. ③ It must be a modern village because the Panchayat is adjoining with city and college.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	07
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Yes! It is certified that visiting officer Mr. Mintoza Ahmed along with Mr. At Aziz, who stayed in the Panchayat.

Signature of Sarpanch

Name

Signature of the Visiting Officer

Name Prof. Mintoza Ahmed
Mob No 605476001

Secretary Panchayat

Block

Recommendation made in Panchayat Samiti
held on 10th and 11th of October 2003.

Panchayat Gethlad Malakpur.

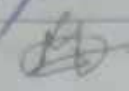
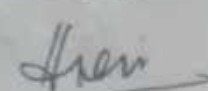
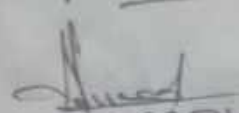

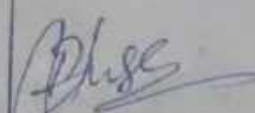


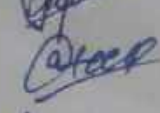
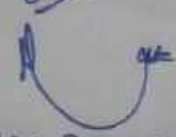
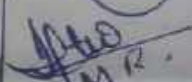
- ① Need to complete Dharana to Malakpur RDB Road.
- ② 2 km road Malolli Kharan (Soil work already done)
- ③ Deep churbandary extension center of Gethlad Malakpur is out of Panchayat jurisdiction. It must be shifted.
- 4- Reappearing of Panchayat Ghar.
- 5- Road upto Panchayat Ghar 200 meter.
- 6- Grover panel in W. No 4 Malolli Kharan.
- 7- Transformer along with 10 poles needed in W. No 4.
- 8- About 15 poles and wire required in W. No-02.
- 9- Transformer needed in W. No 1, Kharan Wale Bad.
- 10- Poles needed in W. No 4.
- 11- Strong recommendations for Anganwadi Center in W. No 4, W. No 3, W. No 6.
12. A water tank needed in W. No 4 near field Pared and Other.
- 13- Annul Server needed in W. No 1, Near Panchayat Ghar for the conservation of water.
- 14- 250 meter dig road need to construct between main road to Naklorri Bagla School.
- 15- Strong recommendation made on the basis of demand raised in Panchayat Samiti and Physical assessment for renovation of Middle School Building and construction of toilets in all three Primary Schools.

M. R. MOHID
Sarpanch
Pty. Gethlad Malakpur

V. J. J.
Visiting Officer
Panchayat Gethlad
Malakpur
2nd. Mandla.

Dated 10-11-2023
(Appendix-I)

Panchayat - Galled malakpur.

No	Department	Name and Designation	Signature	Remarks
1	Mono Shabir Agriculture	MONO SHABIR		7051314749
2	Rakesh Ch PDD	Rakesh chandel	Rakesh	
3	Social Forestry	Mohd Hussain RO		
4	Social Forestry	H. B. A. H. B. Q. Mender	 7298710596	
5	Nazarat Hussain			
5	P.H.E.	Nazarat Hussain 4/m	Nazarat Hussain	9596954837
6	Social Forestry	Kishwan Mitter		9469072128
7	Nasreen Akhter	Umbhad	Nasreen	9469115044
8	Shughfa Begum	Shughfa Begum Center	Shughfa Begum	8082965388
9	Basharat Hussain MTS Health		 2000	8803174365 9469559395
10	Ashe	Zatarn Akhter		
11	Y.S.S.	Ushan Khan	Ushan	7006819375
12	HORTICULTURE	YASSER ARKAT HT-II		9149924913
13	SHEEP HUSBANDRY	Mohd Zulaman		9906689562
14	Ashe PHE	Ateeq-ur-Rehman (JE)		8715924786
15	PDD	Maqbool Hussain		9469107510
16	H. B. A. Khan	Meter Reader		940520342

17 Forest Kame Hussaini. 9850201310

2nd day of Back to village, Panchayat Gohad
malikpur Dated 11/11/2023

S.No	Depth	Name with Design	Signature	Remarks
1	SHLEPHUS BANDRY Depth	Mohd Zulamant PLS	9906689569 Zulamant	
2	Rakesh Chander P-D-D	Rakesh Chander Lineman - Ramesh		
3	ASHA Health	Zatoun AKHTEL	2nd 9469559351	
4	Health Depth	Bashant Hussain MS	8803174365 Bashant	
5	PWD Depth	Baghdad Hussain Shah	7051645894 Bagdad	
6	Mohd Shaker	Agriculturist	7057314709	
7	R. D. D.	Ghulam mohamed-ain/42	9086664828 Ghulam	
8	Social welfare	Nusrat Begum	6005328341 Nusrat	

MR MOHID
Panchayat
Pty. Gohad Malikpur

Vikram
officer