

# INSTRUCTION MANUAL FOR B2V5



7<sup>th</sup> to 16<sup>th</sup> NOVEMBER, 2023.

## KEYFEATURES

- Deputy Commissioners to lead the initiative
- Rural Development Department to be the nodal department
- Planning Development & Monitoring department and IT to be the support departments

## INSTRUCTIONS FOR THE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	Seeking details from the District team	<p>a. 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></p> <p>b. 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.</p> <p>c. 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></p> <p>d. Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads:</p> <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> <p>e. Plans/ beneficiary lists:</p> <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> <p>f. Lists of beneficiaries for:</p> <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>

<p>Activity 2</p>	<p>Reach the Panchayat on day of visit.</p>	<ol style="list-style-type: none"> <li>1. To hold meetings with PRIs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure &amp; implementation of Schemes as per Schedule IA, IB &amp; Schedule-II.</li> <li>2. Ensure that all front line workers of different deptts 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, Aganwadicenters, 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/Soak 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 deptts, including fair feedback about discrepancies in functioning.</li> <li>18. Open discussion on Nasha Mukht 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/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 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	

## 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. **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. **Yes**
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No **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. **NO**
- 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 **Yes**
- ii. Do all the eligible individuals been provided the Golden Card? Yes/No **NO**
- 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 **Yes**
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify **Yes**
- iii. Do all the IHHs in the Gram Panchayat have toilets? Yes/No **Yes**
- 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**
- vi. Are all the toilets in the schools/Aanganwadifunctional or not? Yes/No **Yes**
- 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 **Yes**
- ii. How many BalSabha's were organized in the Gram Panchayat. **02**



- iii. Whether the issues raised by BalSabha are addressed during the Gram Sabha. Yes/NO **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 Panchayat have separate toilets for girls and boys? Yes/No **Yes**
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 **NO**
  - iii. Does the Gram Panchayat has its building or not? Yes/No **NO**
  - iv. Is the Gram Panchayat office functional or not? Yes/No **Yes**
  - v. Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No **NO**
  - vi. Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No **Yes**
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 **Yes**
  - iii. Has Gram Panchayat provided space for Self-help Groups in PanchayatGhar for holding meetings or not? Yes/No **NO**
  - iv. Have all the eligible households been registered for Pension or not? Yes/No **NO**
  - v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No **Yes**
  - 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 **NO**
7. Socially secured village
  - i. Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No **NO**
  - ii. Is Gram Panchayat Office Disabled Friendly or not? Yes/No **NO**
  - 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 Panchayat have 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 **NO**
  - vi. Are all the eligible households getting benefits from IAY or not? Yes/No **Yes**
8. Engendered Development in Village
  - i. How many MahilaSabha's were organized in the Gram Panchayat **02**
  - 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. **16**
  - v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana **25**
9. Self-sufficient infrastructure in the village



- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No **NO**
- 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**

### 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. <i>yes</i></li> <li>ii. Ensuring saturation of Kissan Credit Cards (KCC) &amp; Soil Health Cards (SHC). <i>yes</i></li> <li>iii. Awareness about G.I. Tagging of agriculture crops. <i>yes</i></li> <li>iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. <i>yes</i></li> <li>v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. <i>yes</i></li> <li>vi. Implementation of FasalBeemaYojna (Crop Insurance) <i>yes</i></li> <li>vii. Issuing sanction letters for insurance of the Cattle <i>NO</i></li> </ul>
2	Rural Development Department	<ul style="list-style-type: none"> <li>i. Establishment of AmritSarovar per Panchayat (Target/Achievement) <i>NO</i></li> <li>ii. Saturation of all households in SHGs across all panchayats. <i>NO</i></li> <li>iii. Number of works verified and completed during B2V-I, II, III &amp; IV. <i>NO</i></li> <li>iv. Achieving 100% social audit of PMAY. <i>NO</i></li> <li>v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households <i>yes</i></li> <li>vi. Achieving PMAY/IHHL Saturation. <i>NO</i></li> <li>vii. Status of Drug Free/Corruption free Panchayats <i>NO</i></li> <li>viii. Organizing of various sports events at the Panchayat level. <i>yes</i></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. <i>yes</i></li> <li>ii. Awareness about BEAMS, Janbhagidari &amp; E-UnnatPortal etc. <i>yes</i></li> <li>iii. Hoardings, Wall paintings in all panchayats about Digital J&amp;K &amp; Services. <i>yes</i></li> <li>iv. Organizing of one CSC Camps per panchayat. <i>yes</i></li> <li>v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc. <i>yes</i></li> </ul>
4	Finance Department	<ul style="list-style-type: none"> <li>i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY &amp; PMJDY. <i>yes</i></li> <li>ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&amp;K Bank, EDI and Labour. <i>yes</i></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. <i>NO</i></li> <li>iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc. <i>yes</i></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. <i>yes</i></li> <li>ii. Information campaign for popularization of "AapZameenAap Ki Nigrani". <i>yes</i></li> <li>iii. Achieving saturation of land passbooks. <i>yes (99%)</i></li> <li>iv. Pending inheritance mutations to be completed. <i>3 cases pending</i></li> <li>v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional) <i>yes</i></li> </ul>
6	Health & Medical Department	<ul style="list-style-type: none"> <li>i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme. <i>98%</i></li> <li>ii. Swachh Hospitals- Clean Toilets and Junk free premises. <i>yes</i></li> <li>iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. <i>yes</i></li> <li>iv. Screening of School Children. <i>yes</i></li> <li>v. Awareness about screening of NCD (Non communicable disease). <i>yes</i></li> </ul>
7	Social Welfare	<ul style="list-style-type: none"> <li>i. Geo-tagging of established Child Care Institutions. <i>yes</i></li> <li>ii. Saturation of Old Age Pension ISSS/NSAP. <i>yes</i></li> <li>iii. Number of Disability Cards (UDID) digitized. <i>yes</i></li> <li>iv. 500 Anaemia check-up camps to be conducted. <i>yes</i></li> <li>v. Number of Aanganwari Beneficiaries Aadhar Seeded. <i>NO</i></li> </ul>



		vi. Number of BetiBachaoBetiPadhao events held. <i>NO</i> vii. Saturation of left out cases under disability pension, implants and tricycles etc. <i>YES</i> viii. Awareness about Drug Mukht Panchayats. <i>YES</i>
8	Forest, Ecology & Environment	i. Plantation drives under "Har Gaon Haryali" program. <i>YES</i> ii. Conservation of water bodies. <i>YES</i> iii. Forest for Fodder. <i>YES</i> iv. "Green J&K drive" campaign. <i>YES</i>
9	Tourism	i. Identification & Registration of Home Stays. <i>NO</i> ii. Providing support for tourism activities under village cooperatives. <i>NO</i> iii. Promotion for augmenting the tourist inflow. <i>NO</i> iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. <i>YES</i> v. Plastic free tourism destinations. <i>NO</i>
10	Culture Department	i. Organizing school talent hunt competitions. <i>NO</i> ii. Cultural event at panchayat level under Har Din Tivhar. <i>NO</i> iii. Promotion of local artists by way of organizing KaviSamaylan, Painting competitions etc. <i>YES</i>
11	Labour & Employment	i. Registration of Job Seekers 50 per District. <i>YES</i> ii. Organizing of one Job fairs per District. <i>YES</i> iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme. <i>YES</i>
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat TabhiBadega Bharat <i>All</i> ii. Identification of out of school Children and their enrolment. <i>NIL</i> iii. My School My Pride-Cleanliness and Maintenance drives to be organized. <i>YES</i> iv. Holding of at least 200 Parent Teacher meetings per district. <i>YES</i> v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility. <i>YES</i>
13	Higher Education	i. Digital push for Open & Distance Learning (ODL) and online courses. <i>NO</i> ii. My college my pride (NashaMukht Camps, Eco Clubs, Sports & Games) <i>NO</i> iii. Careers counselling and Job placements. <i>NO</i>
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. <i>YES</i> ii. Distribution of sports kits. <i>YES</i> iii. Stadium / Flood Lights <i>NO</i>
15	Transport	i. Steps taken to reduce the occurrence of road accidents. <i>YES</i> ii. Cases under MUMKIN scheme to be finalized. <i>YES</i>
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. <i>YES</i> ii. Saturation of Scholarship Schemes. <i>NO</i>
17	Power Development Department	i. Distribution of Transformers. <i>2 NO. Transformers</i> a) Check Unique Number <i>YES</i> b) Identify DTS with low oil and top oil <i>YES</i> c) Identify DTS with load imbalance <i>YES</i> d) Replace Non Standard fuses standard fuses. <i>YES</i> e) All pending electrical accidental claim cases to be resolved and disbursed. <i>NIL</i> f) Removal of damaged transformers. <i>YES</i>
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fare price shops. <i>YES</i> ii. Saturation of Aadhaar Seeded Ration Cards. <i>YES</i> iii. 100% grievance redressal to be ensured. <i>YES</i> iv. Awareness about the schemes of the Department <i>YES</i>
19	Skill Development	i. Training of left out SHG members registered with NRLM/Tribal Affairs. <i>YES (200 students)</i> ii. Skill Training of B2V4/MTMP2 youth. <i>YES</i> iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. <i>YES</i> iv. 100% admission Polytechnic/ITI. <i>YES</i>



		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme. <b>NO</b>
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. <b>NO</b> ii. Holding Awareness Camps <b>YES</b> iii. Registration of new cooperative societies. <b>NO</b>
21	Science & Technology	i. Public awareness events (IEC) under Rooftop Solar Residential Sector. <b>YES</b> ii. Outreach and training of farmers for PM-KUSUM Scheme. <b>YES</b> iii. Installation of Stall for solar gadgets for mass awareness. <b>NO</b>
22	Public Works Department(R&B)	i. Connectivity of left out habitations under PMGSY. <b>NO</b> ii. Safe audit and inspection of all roads. <b>NO</b> iii. All major roads pothole free in the district. <b>NO</b>
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management. <b>YES</b>
24	Mining	i. Monthly monitoring of E-Challans. <b>YES</b> ii. Awareness programmes about Illegal mining. <b>YES</b> iii. Grant of quarry licence. <b>YES</b> iv. Identification of new minor mineral blocks. <b>YES</b>
25	Disaster Management	i. Number of grievances disposal of Relief Commissioner's Portal. <b>NO</b> ii. Training of 250 APDA MITRAS. <b>NO</b> iii. Training of volunteers under SDRF. <b>NO</b>
26	GAD	i. Ensuring Biometric attendance. <b>YES</b> ii. Online portal for purchase of property by J&K Government employees. <b>YES</b> iii. Monitoring complaints through fixed line telephone grievance cell PUKAR. <b>YES</b> iv. Action against false complaints. <b>YES</b>
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. <b>YES</b> ii. Smart Billing- Online collection of water charges. <b>YES</b> iii. Ease of water connection amendment in legal provisions. <b>YES</b> iv. Implementation of JalJeevan Mission & Regular testing of all Schools & Aanganwaris for potable water. <b>YES</b>
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. <b>NO</b> ii. Mechanism for monitoring of cases at district level. <b>NO</b> iii. Steps for decriminalization of laws. <b>NO</b>
29	Public Grievance	i. Satisfaction level for grievances redressal. <b>YES</b> ii. Assessment of perception of departments among public. <b>YES</b> iii. Key issues of concern leading to grievances to be identified. <b>YES</b>
30	Estates Department	i. Vacation/Identification of all unsafe buildings. <b>NO</b> ii. Eviction of unauthorized occupants. <b>NO</b>
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. <b>YES</b> ii. Capacity building/ training of the staff. <b>YES</b>
32	Floriculture Department	i. Awareness about yoga. <b>NO</b> ii. Training and awareness camps for farmers in commercial floriculture. <b>NO</b>
33	Information Department	i. Training of the Departmental Officials in Media and Communications. <b>NO</b> ii. Launch of Musical Talents. <b>NO</b> iii. Organizing photograph competition under Badalta J&K for public. <b>NO</b>
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. <b>NO</b> ii. MSME registration on single window portal. <b>NO</b> iii. Registration of Artisans and weavers. <b>YES</b> iv. Training of youth in handicrafts and Handloom cooperatives. <b>YES</b> v. Achievements made under VishwaKarma Scheme. <b>NO</b>
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. <b>YES</b> ii. Physical verification of completed projects/ works. <b>YES</b> iii. Monitoring of Aspirational Panchayat, Block and District programmes. <b>YES</b> iv. Awareness programme about registration of Births & Deaths. <b>YES</b> v. Panchayat development index rating verification. <b>NO</b>



8 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	Nisarg Ahmad Teli
2	Designation	Principal
3	Department	Education
4	Place of posting	Govt. Boys Higher Secondary School Nagam
5	Mobile No	606620253
6	Email ID	nissartufail@gmail.com
7	Home District	Budgam
8	Dates of visit	13-11-2023 and 14-11-2023

### B. Locational details of Panchayat: (to be pre-filled, information to be taken from the previous phases booklets/summarized excel sheet uploaded on jkpanchayat.jk.gov.in (to be validated by the visiting officer and missing details to be filled))

S.No	Particulars	
1	Name of the Panchayat	Dalipora
2	Local Government Directory(LGD) code of the Panchayat	274646
3	Name of CD Block	Nagam
4	Name of Tehsil	Chandoli
5	Name of District	Budgam

### C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	03
3	No. of households in the Panchayat	611
4	Population (approx) of the Panchayat	4225



# 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	Javid Ahmad	Apri. Ext. and	Present	705172
2	Education	Mamunur Rahman	Teacher	Present	5687
3	Food, Civil Supplies and Consumer Affairs	Rafiq Daz	MTS	Present	00250
4	Forest	Ab. Mohi-ud Din	Asst.	Present	990644
5	Health and Medical Education	Ab. Akbar	CHD	Present	70060
6	ICDS Department	Elshamshur Akbar	Asst.	Present	70060
7	Irrigation and Flood Control Department				
8	Jai Shakti Department	REHANA ALI	JAS Stpt	Present	60054
9	Power Development Department	Gashir Ahmad	Ilc M R	Present	959630
10	Public Works Department	Ashraf Hussain	I/c A.R.	Present	954179
11	Revenue	Ashraf Ahmad	Asst.	Present	954179
12	Rural Development and Panchayati Raj	Hilal Ahmad	GRS	Present	70060
13	Skill Development				
14	Social Welfare Department	Nasir Mangin	Sr. Asst.	Present	990651
15	Youth Services and Sports Department	Rasid Tabassum	Physical Teacher	Present	914982
16	Others				
17	JK State Coop. Bank	Nasir Mangin	Asst.	Present	990651
18	Non-Licentiate	Mohd. Amin	Asst.	Present	959655
19	JK Bank, Nagam	Sakia Parveen	Banking Asst.	Present	70060
20	AHD	Bilal Ahmad	SAT	Present	00250
21	ICDS	Tehmeel Cyami	Asst.	Present	700150
22	ICDS	Gulshan Akbar	Asst.	Present	700170
23	ICDS	AKhtera Akbar	Asst.	Present	914976
24	Naseema Akhter	T.C.D.S.	Asst.	Present	600519
25	Mumtaz Akhter	T.C.D.S.	Asst.	Present	954187
26	Soil Conservation	Ab. Hamed Akhter	Asst.	Present	990692
27	PHE	Ali-Mohd Yattoo	Asst. Lineman	Present	889946
28	Handycraft	Nasir Ahmad Wari	Asst.	Present	990620



(20) Lph. Nabin Wani  
 Bhutard  
 (31) Lph. Rasool Das

74K. State Govt. of  
 Gandhinagar  
 Plate Govt. Bank  
 Nagpur

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**QUESTIONNAIRE FOR B2V5**  
**(FIRST HAND INFORMATION ON INFRASTRUCTURE - PANCHAYAT ASSET REGISTER AND ITS UTILIZATION)**

Panchayat office not available

1	Infrastructure of Panchayat Ghar	No			
	a) Govt building/private				
	b) New/needing repairs	Yes			
	II. Furniture (Y/N)	Yes			
	III. Computer/printer (Y/N)	No			
	IV. Internet (Y/N)	No			
	V. Telephone (Y/N)	No			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	No			
	VII. Water (Y/N)	No			
	VIII. Electricity (Y/N)	No			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	x	x	2	one school started Govt. building
	b) Primary	2	30	NIL	
	c) Middle	1	54	NIL	
	d) High	x			
	e) Higher Secondary	x			
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		5	105		Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		x	1	x	
5	Bank branch (Y/N)	No			
6	Availability of ATM (Y/N)	No			
7	Khidmat center/ CSC (Y/N)	No			
8	Post office (Y/N)	No			
9	Village haat (Y/N)	Yes			
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	
		24 3+1	3099	Yes	
12	Government offices - details, whether functional or not	No. of Govt. Offices	Functional		
		7	All		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		NIL		x	x
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	The locals are mainly depended on Agriculture as they get minor income from production of Apple, Almond and vegetables.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	No			
	ii. Number of Asset captured	NIL			
	iii. Please mention assets	x			
	1.	x			
	2.	x			
	3.	x			
	4.	x			
	5.	x			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		NIL			
17	List of Underutilized Buildings- names	Name	Year of construction		
		1. Food Storage Godown at Tokiya			
		2. Primary School Tokiya			

2. 1. Food Storage Godown at Tokiya  
 2. Primary School Tokiya

# QUESTIONNAIRE FOR B2V5

Schedule-III

(STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT)

S. No.	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET ELIGIBLE BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDENCY
1.	Old Age pension	Social Welfare Department	84	84	
2.	Widowpension	Social Welfare Department	01	01	
3.	Disabilitypension	Social Welfare Department	09	09	
4.	Status under Starting Mukht	Social Welfare Department	NIL	-	
5.	Status under waiting Mukht	Social Welfare Department	NIL	-	
6.	Equipment's provided to Specialty abled persons (Impranty, bicycles etc)	Social Welfare Department	NIL	-	
7.	Digital Services provided	IT / BDO / CSC #	NIL	-	
8.	Dakh Kisan	Agriculture Department	25	21	Lack of interest
9.	Kisan credit card	Agriculture Department	340	270	Scale of Finance
10.	PM KisanSammanvidhi	Agriculture Department	263	252	→ Misadition
11.	Employment Saturation (PMEGP, Tejaswari, Munkin, Mission Youth, Himmat, etc)	Employment Department	NO	-	
12.	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	NO	-	
13.	2IM Implementation	Jai Shakti Department			
	I. No of Household provided FHTC		69	63	Non-cooperation
	II. Har Ghar Jal village(s) certified (No.)		01	01	
14.	No of Households electrified	PDO	535	505	Under process - Cages under process.
15.	PMAY- Gramin	RDD& PR	07	04	
16.	SBM Gramin - [RHL, functional (Household toilets)]	RDD& PR	04	04	
17.	DOF Plus villages (No)	RDD& PR	01	01	
18.	Targeted Sock pit completed	RDD& PR	42	42	
19.	JKRLM	RDD& PR			
	I. Number of Self Help Groups formed		20	20	
	II. Number of Households involved		200	200	
20.	Land Passbook Saturation	Revenue Department	99%	99%	under process
21.	Pending Mutations	Revenue Department	3		
22.	Domicile Certificates	Revenue Department	510	480	under process - work resumed
23.	Persons identified drug addicts	BDO / Sarpanch	NIL	-	
24.	Awareness camps for de-addiction conducted	BDO / Sarpanch	Yes	Yes	
25.	Drugs Addicts rehabilitated	BDO / Sarpanch	No	No.	
26.	Golden Health Card under Ayushman Bharat	Health Department	2100	1095	Cases Up - Non-availability of Funds
27.	Janani suraksha yojana	Health Department	15	10	
28.	Status under Anaemia Mukht	Health Department	90	90	
29.	Status under Leprosy Mukht	Health Department	07	07	
30.	Number of Ayushman Helas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	02	02	
31.	Number of AyushmanSahas held	Health Department	02	02	
32.	Out of School Children brought to Schools	School Education Department	NIL	-	
33.	Number of students still out of Schools	School Education Department	NIL	-	
34.	Persons educated through bridge courses	School Education Department	NIL	-	
35.	Household using clean cooking fuel (LPG)	FCS & CA	611	573	Part have applied



# QUESTIONNAIRE FOR B2V5

Schedule-IV  
(FIELD VISITS IN THE PANCHAYAT)

## I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	SDH Daktipura
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff	
	a) Doctor 54	
	b) Paramedical 72	
4	No of patients attended during the month	100/7
5	Status of medicine availability	Yes
6	Special medical camp held, if any	Yes (2)
7	Status of Immunization	100%
8	Participation of health worker in Village Health and Nutrition Day	Yes (4 Every week)
9	Institutional deliveries in Panchayat (Current Year)	Yes (164)
10	Non- Institutional deliveries in Panchayat (Current Year)	N/A
11	Other	-
12	Remarks of the Visiting Officer	Satisfactory

## II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt. Middle school, Daktipura.
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	8
4	Enrollment of the School	
	a) Boys = 29	
	b) Girls = 27	
5	Availability of play ground	No
6	Availability of drinking water	Yes
7	Availability of electricity	Yes
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Yes
10	Other	-
11	Remarks of the Visiting Officer	Satisfactory

III. Anganwari Center:		Status
S. No	Particulars	
1	Location of Anganwari center	Talika Nagan
2	Number of children enrolled	
	a) Boys 17	
	b) Girls 27	Pended
3	Status of Building (Private/ Govt.)	Yes
4	Availability of Helper/ worker	Yes
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Yes
7	Availability of timely Ration	Yes
8	Availability of Functional toilet	Yes
9	Availability of tap connection	Yes
10	Availability of electricity connection	Yes
11	Number of children stunted	Nil
12	Number of children wasted	Nil
13	Any Other	
14	Remarks of the Visiting Officer	Satisfactory

IV. CAPD Store:		Status
S. No	Particulars	
1	Location of CAPD Store	At Sammohalla Dabipara
2	Government / Private	Govt
3	Name of the dealer (in case of Private)	No
4	No of registered beneficiaries	1468
5	No of beneficiaries drawing Ration from the store	1400 Souls
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	Yes
8	Availability of ration	Monthly
9	Any Other	
10	Remarks of the Visiting Officer	Satisfactory

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	
2	No of Accounts in the branch	NIL
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	NO
8	Remarks of the Visiting Officer	-

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	NIL
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	-

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	At. Kumatmohella Delipura
2	Condition of Playground	Previous year first phase degraded but is not sufficient to play cricket
3	Utilization of Playground	cricket tournament
4	Any Other	-
5	Remarks of the Visiting Officer	-

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	At. Mainmarket village
2	Government/ Private building	Govt.
3	Land passbook saturation	99/100
4	Pending mutations	3 cases pending
5	Any Other	-
6	Remarks of the Visiting Officer	Satisfactory



## IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	At, Lameemohalla Dalipera
2	Name of the beneficiary	Showkat Ahmad Hajam
3	Status of the house (completed/ in-use/ under-construction)	Completed
4	Any Other	
5	Remarks of the Visiting Officer	Satisfactory

## X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	At, Takiya Nagam
2	Name of the beneficiaries	Tariq Ahmad Shah
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed.
4	Any Other	
5	Remarks of the Visiting Officer	Satisfactory

## XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Nil.
2	No of online services provided by the CSC	-
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	yes
2	Transport	yes.
3	Electricity	yes
4	Drinking water	yes
5	Cleanliness	yes
6	Sports facility (Playground)	yes
7	Any Other	

# QUESTIONNAIRE FOR B2V5

(AWARENESS/ EVENTS / INAGURATION)  
Schedule-V

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



# 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)	Cleaness Drives. Plantation Drives
3	Status of activities undertaken	Good
4	Visible impact of the Activities	Satisfactory
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Plan prepared but not uploaded yet.
6	How many activities of SDG have been covered under GDP	Three activities (Wagellation of Dust cart - storage pit & cart of soya bean seed)
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Lack of Dumping Site
8	Remarks of the Visiting Officer on the status SDG Theme	Needs improvement i.e., Dumping sites needed

# QUESTIONNAIRE FOR B2V5

Schedule-VII  
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Imp. of Road from Graveyard Dalipora	15 Lacs.
2	To Shop of Guldar Ahmed Sofi (RBB)	
3	BWO Metallurgy and Black Topping	
4	Installation of LT poles at Dalipora (PDD)	7 Lacs.
5		
B	Impact of B2V1 to B2V4	
1	Road improvement.	
2	Electricity improvement.	
3	Provision of online services.	
4	Sanitation improvement.	
5	People participation	
C	Challenges in the Panchayat	
1	Need more road connectivity.	
2	Need improvement in Electrical infrastructure.	
3	Need of Inner lane connectivity.	
4	Need of P/bunds.	
5	Need of drainage system.	
D	Suggestions if any	
1	Need of improved road connectivity.	
2	Awareness regarding various Govt. schemes	
3	Need improvement in Electrical infrastructure.	
4	Need more participation of people.	
5	Need of Panchayat Glor at Dalipora.	

3. Const. of Protection Bund on Ramnukhul from H/o Mohd Shafi Shakkore to Masjid Sharief Bonmohalla. (Irrigation) 11 Lacs.

4. Requirement of 3/4 inch 19 inch water pipe for ward No 4, 5, 6 and 7 (Talshakti) BWS.

5. Imp. of playfield at Kumar mohalla BWO protection Bund at Dalipora (Sports Council) 15 Lacs.

6. Insulating of Ramnukhul from H/o Mohd Mayboor Rather to Gamemohalla Dalipora (Irrigation) 8 Lacs.



# QUESTIONNAIRE FOR B2V5

Schedule-VIII

## I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS	
1	Agriculture Deptt.
2	Rural Development Department and Panchayat Ray,
3	Horticulture Deptt. Health Deptt.
2. LEAST RESPONSIVE DEPARTMENTS	
1	Public Work Department (R and B).
2	Irrigation Deptt.
3	Skill Development.

## II. FEEDBACK ON UT INITIATIVES

All the development work are going in good pace and other programmes and activities are also improving people participation in planning and other Govt. functioning.

## III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Need to have road maximisation of Pige. Halawa Dalipora.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Improvement of Electrical infrastructure like LT poles and wires.
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)	As per the on spot visit, the developmental works are ongoing and some targets are achieved, the the pending process needs to accelerate.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	As per the overall assessment the rating given is 7.
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Yes.

Signature of Sarpanch

Name: G. R. Rashed yadav

Signature of the Visiting Officer

Name: Nisar Ahmad Teli