

INSTRUCTION MANUAL FOR B2V5



Back² Village⁵

Governance at doorsteps

7th - 10th NOVEMBER 2023

KEYFEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

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

Activity	Reach the Panchayat on day of visit.	1. To hold meetings with PRIs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure & implementation of Schemes as per Schedule 1A, 1B & Schedule-II. 2. Ensure that all front line workers of different depts are present. 3. Ensure exhibition by different depts. about individual beneficiary schemes. 4. Inspect JKB/PSB counters/outlets. 5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity. 6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav. 7. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks. 8. Visit government establishments, i.e., Health facility, Education Institute, Aganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc. 9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki 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 depts, 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.
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GENERAL INSTRUCTIONS

1. The visiting officer shall spend at least three days in a Gram Panchayat to assess the details of the Gram Panchayat comprehensively.
2. He/She shall refrain from giving or offering any commitment on behalf of the government and shall adopt an unbiased attitude in reporting issues. As far as possible, his/her observation should be based on a fair and analytical view emerging from his/her interaction in the village.
3. He/She is going to the Panchayat as a planning officer, not for sanctioning any works or for making any commitments.
4. While preparing the Gram Panchayat development plan, he/she has to ensure that demands are prioritized and reflected under available schemes, wherever necessary the larger works are to be referred to administrative deptt under CSS/UT plans under intimation to DCs, and the rest of the works to DCs for reflecting it under district/CSS plans.
5. His/her work shall be hard-core planning and audit and is not a PR exercise.
6. Every Deputy Commissioner has to ensure that at least one RDD official (ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure the conduct of all activities as planned. Panchayat-wise orders need to be issued in advance.
7. The BDO has to ensure that Gram Sabha is held during the visit of the officer in the panchayat and uploaded on Vibrant Gram Sabha Portal.
8. The visiting officer should ideally carry his/her laptop to complete the reports at the Panchayat level itself and upload the final report, duly signed both by the Sarpanch and by the visiting officer on the www.jkpanchayat.jk.gov.in portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha Mukti, Bhrashtachar Mukti, Rozgar yukt J&K, besides carrying forward the activities during Jan Abhiyan and saturating them.

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

- a. Make full use of Centrally Sponsored Schemes.
 - b. Saturation of individual beneficiary schemes.
 - c. Self-employment schemes.
 - d. Bank-linked schemes, including departmental subsidy schemes
 - e. Empowerment and transparency through digital initiatives
 - f. Effectiveness of grassroots machinery:
 - i. Patwari, VLW present and available.
 - ii. Available funds utilized in public interest and as per Gram Sabha resolutions.
 - iii. Fairness in governance.
 - iv. CSS/Individual beneficiary schemes, etc
 - v. Bhrashtachar Mukti J&K.
 - vi. Nasha Mukti, J&K.
9. The PRI members (Sarpanchs, Panchs, BDC Chairperson) shall be at the forefront of all activities and given due importance, and the approach should be to strengthen them and make them feel empowered. He/she shall ensure that the BDC Chairperson and Sarpanch/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 Aupki Zamin Aupki Nigam, Benms, Janbhagidari, Digital J&K <i>visited. Satisfactory work done.</i>
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc <i>Nil.</i>
Incomplete buildings/pro- jects	Verify whether identification and redistribution done <i>Laying of PHE water supply Pipes incomplete.</i>
PDS	Visit, evaluate, online status <i>visited. NO complaints. Satisfactory work.</i>
PHC <i>(Sub centre)</i>	Visit- evaluate, status of staff, equipment and quality <i>visited. Satisfactory.</i>
PMAY	Inspect, Inaugurate <i>Inaugurated a unit of one Mr. Rajeev Bhat.</i>
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff <i>visited. All parameters ok.</i>
Swachh SBM	Evaluate <i>Dustbins provided at vantage points. Garbage collection ok.</i>
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground <i>Play ground Satisfactory.</i>
Har Gaon Hariyali, Planta- tion drive	Evaluate status, feedback <i>Done.</i>
Village cultural event	Participate in ensure that it is held <i>Done.</i>
Dangal/ Haat/Mela	<i>Mela in progress at Aashan shauri. visited.</i>
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 <i>verified and water supply satisfactory</i>

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 Ujjwala Yojana
5. PM Vishwakarma
6. PM Kisan Samman Nidhi
7. Kisan Credit Card (KCC)
8. PM Poshan Abhiyan
9. Har Ghar Jal- Jal Jeevan Mission
10. Survey of Villages and Mapping with improved technology in Village areas (SVANMITVA)
11. Jan Dhan Yojana
12. Jeevan Jyoti Bima Yojana
13. PM KUSUM Yojana
14. Suraksha Bima Yojana
15. Atal Pension Yojana

ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS

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

*Awareness
Created
Regarding
the mentioned
schemes*

[Signature]

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, Garbage disposal or.*
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. *In progress.*
- 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. *NT. To be initiated.*
- 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. *Biogas, LPG being promoted instead of fossil fuels.*
- vi. Whether schools have started segregating waste. Yes/No *Yes.*
- 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 *Yes.*
- 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. Drainage System partly executed. Sewage pit nearby.*
- 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/Anganwadis have a toilet facility or not? Yes/No *Yes.*
- vi. Are all the toilets in the schools/Anganwadifunctional or not? Yes/No *Yes.*
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? Yes/No *NT.*

4. Child-Friendly village

- i. Do all the children under the age of 0-6 years been enrolled in the Anganwadis for pre-schooling? Yes/No *Yes.*
- ii. How many Baisakha's were organized in the Gram Panchayat.

At a frequency of two per month.

- iii. Whether the issues raised by HalSabha 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 **Yes, Dropout Rate negligible -**
- v. Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No **No. (Common toilet facilities)**
5. Village with good governance
- i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No **No. Located outside G.P. Bhawan**
- ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram Panchayat wall or not? Yes/No **Very frequently done**
- iii. Does the Gram Panchayat has its building or not? Yes/No **Yes**
- 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 **Very frequently done**
- 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 **Yes**
- 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 **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 **Awareness camps frequently conducted**
- 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 **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 **Yes**
- vi. Are all the eligible households getting benefits from IAY or not? Yes/No **Yes Scheme in progress**
8. Engendered Development in Village
- i. How many MahilaSabha's were organized in the Gram Panchayat **More a month**
- ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/No) **Yes**
- 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 **15 beneficiaries in 2022-23 as on date**
9. Self-sufficient infrastructure in the village

1. Whether the community has a plan to develop, maintain, and improve its water supply.
2. Whether the community has a plan to develop, maintain, and improve its wastewater treatment system.
3. Whether the community has a plan to develop, maintain, and improve its solid waste management system.
4. Whether the community has a plan to develop, maintain, and improve its public safety services.
5. Whether the community has a plan to develop, maintain, and improve its public safety services.

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Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	- Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. - Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). - Awareness about G.I. Tagging of agriculture crops. - Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. - Distribution of seedling and seeds including Rabi seeds, lavender seeds. - Implementation of FasalBeemaYojna (Crop Insurance) - Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	- Establishment of AmritSarovar per Panchayat (Target/Achievement) - Saturation of all households in SHGs across all panchayats. - Number of works verified and completed during B2V-I, II, III & IV. - Achieving 100% social audit of PMAY. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households - Achieving PMAY/IHHL Saturation. - Status of Drug Free/Corruption free Panchayats - Organizing of various sports events at the Panchayat level.
3	Information Technology	- All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. - Awareness about BEAMS, Janbhagidari & E-UnnatPortal etc. - Hoardings, Wall paintings in all panchayats about Digital J&K & Services. - Organizing of one CSC Camps per panchayat. - Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.
4	Finance Department	- Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY & PMJDY. - Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. - 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. - Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	- Awareness programme about Management legacy data of registration & Delivery of registration documents online to the citizens by the Tehsildar concerned. - Information campaign for popularization of "AapZameenAap Ki Nigrani". - Achieving saturation of land passbooks. - Pending inheritance mutations to be completed. - Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)
6	Health & Medical Department	- Saturation of Golden Cards under PMJAY/ SEHAT Scheme. - Swachh Hospitals- Clean Toilets and Junk free premises. - Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats. - Screening of School Children. - Awareness about screening of NCD (Non communicable disease).
7	Social Welfare	- Geo-tagging of established Child Care Institutions. - Saturation of Old Age Pension ISSS/NSAP. - Number of Disability Cards (UDID) digitized. 500 Anaemia check-up camps to be conducted. - Number of Aanganwari Beneficiaries Aadhar Seeded.

	vi. Number of Bet/Bachao/Beti/Padhao events held, vii. Saturation of left out cases under disability pension, implants and tricycles etc. viii. Awareness about Drug Mukht Panchayats, i. Plantation drives under "Har Gaon Haryali" program, ii. Conservation of water bodies, iii. Forest for Fodder, iv. "Green J&K drive" campaign, 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, i. Organizing school talent hunt competitions, ii. Cultural event at panchayat level under Har Din Tihar, iii. Promotion of local artists by way of organizing KaviSamaylan, Painting competitions etc.
8	Forest, Ecology & Environment
9	Tourism
10	Culture Department
11	Labour & Employment
12	School Education Department
13	Higher Education
14	Youth Services & Sports
15	Transport
16	Tribal Affairs
17	Power Development Department
18	Food, Civil Supplies and consumer affairs
19	Skill Development

		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-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars
1	Name
2	Designation
3	Department
4	Place of posting
5	Mobile No
6	Email ID
7	Home District
8	Dates of visit

SYED MOHAMMED RIZVI.
SDAO, Buddgam.
Agriculture -
Buddgam
9622770252
rizvismb9@gmail.com -
Saurangal -
13/11/23 - 14/11/23

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
2	Local Government Directory(LGD) code of the Panchayat
3	Name of CD Block
4	Name of Tehsil
5	Name of District

SHAMSABAD -

241358

KHANSAHIL -
KHANSAHIL -
BUDDGAM.

C. Panchayat Profile:

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

01

02.

459.

2770 (Census 72011).

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 Field staff have to be filled by the visiting Officer before the book is handed over to the DC)

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Ab. Gayum Khan	Field Asst	Present	
2	Education	Mohammad Kamran	Teacher	Present	
3	Food, Civil Supplies and Consumer Affairs	Feroz Ahmad Kalas	Asistant store keeper	Present	
4	Forest				
5	Health and Medical Education	Dr. Fayaz Ahd.	M.O	Present	
6	ICDS Department	Fatehuda Bano	Supervisor	Present	
7	Irrigation and Flood Control Department	Gh. Nabi Bhat	Helper	Present	
8	Jal Shakti Department	Gh. Mohd Bhat	ALN	Present	
9	Power Development Department	FAROOQ AHMAD KAMRAN	Section Officer	Present	
10	Public Works Department	Mr. Mohd Yaw	J.E	Present	
11	Revenue	Mir Ahmad Iqbal	Potwari	Present	
12	Rural Development and Panchayat Raj	Schoil Ahmad	DAA (Security)	Present	
13	Skill Development				
14	Social Welfare Department	Bashir Ahmad Iqbal	Junior Asst	Present	
15	Youth Services and Sports Department	Taqi Ah. Dar	DET	Present	
16	Others				
17					
18					
19					
20					

QUESTIONNAIRE FOR B2V5

Schedule-II

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

1	Infrastructure of Panchayat Ghar					
a)	Govt building/private					
b)	New/needings/repairs					
II.	Furniture (Y/N)	Govt. Building				
III.	Computer/printer (Y/N)	Needings repairs				
IV.	Internet (Y/N)	Yes				
V.	Telephone (Y/N)	No				
VI.	Toilet (CSC/part of panchayat ghar) (Y/N)	No				
VII.	Water (Y/N)	Yes				
VIII.	Electricity (Y/N)	No				
2	Educational institutes	Yes				
a)	Kindergarten	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building	
b)	Primary	x	x	x	x	
c)	Middle	03	93	x	Pvt Building	
d)	High	x	x	x	x	
e)	Higher Secondary	01	101	03	Govt	
f)	College	1	1	1	Govt	
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building	
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building	
5	Bankbranch (Y/N)	05	168	01/01	Private	
6	Availability of ATM (Y/N)	01	x	01	01	
7	Khidmatcenter/ CSC (Y/N)	No				
8	Panchayatkhana (Y/N)	Yes				
9	Village haat (Y/N)	Yes				
10	Playground (Y/N)	No				
11	Ration shop (Y/N)	Yes	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
12	Government offices- details, whether functional or not	2	No. of Govt Offices	1017+1110	Yes	
13	Amrit Sarovars - details, location, condition	12	Details	Location	Condition	Utilization
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	N/A				
15	I. Whether Panchayat assets captured on e-Gram SampadaApp (Y/N)					
	II. Number of Asset captured					
	III. Please mention assets					
	1.					
	2.					
	3.					
	4.					
	5.					
16	List of Incomplete Buildings- names, year of construction	Name		Year of construction		
17	List of Underutilized Buildings- names	Name		Year of construction		

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	192	192	
2	Widow pension	Social Department Welfare	29	29	
3	Disability pension	Social Department Welfare	26	26	
4	Status under Stunting Mukh	Social Department Welfare	N/L		
5	Status under wasting Mukh	Social Department Welfare	N/L		
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	02	02	
7	Digital Services provided	IT/ BDO/ CSC			
8	Daksh Kisan	Agriculture Department	15	15	
9	Kisan credit card	Agriculture Department	400	400	
10	PM KisanSammanvidhi	Agriculture Department	305	305	
11	Employment Saturation (peter, Tqarawal, Menadhi, Mission Youth, immasyet, etc)	Employment Department	N/A		
12	Misary Agriculture Credit Society (PACS) formation	Cooperative Department	N/A		
13	2PM Implementation	Jal Shakti Department			
14	L. No of Household provided PRTC E. Har Ghar Jal village(s) certified (No.)		331	331	
			N/A	N/A	
15	No of Households electrified	PDD	459	459	
16	PMKVY- Gramin	RDDA, PR	02	01	
17	SAVIGRAM- 1981, functional (Household bales)	RDDA, PR			
18	ODF Plus villages (No)	RDDA, PR	01	01	
19	Targeted Stock get completed	RDDA, PR	90	90	
20	3RD AL:	RDDA, PR			
21	L. Number of Self Help groups formed E. Number of Households involved		35	35	
			350	350	
22	Land Passport, Subsidy	Revenue Department	350	350	N/L
23	Pending Mutations	Revenue Department	N/L	N/L	N/L
24	Domestic Certificates	Revenue Department	651	651	
25	Persons identified drug addicts	BDO/ Sarpanch	N/L		
26	Awareness camps for de-addiction conducted	BDO/ Sarpanch	44		
27	Drugs Addicts rehabilitated	BDO/ Sarpanch	N/L		
28	Golden Health Card under Ayushman Bharat	Health Department	2300	2330	Refused to get health card
29	Jansam suraksha yojana	Health Department	34	34	
30	Status under Anemia Mukh	Health Department	14	14	
31	Status under Larynx Pakt	Health Department	0	0	
32	Number of Ayushman Aardha organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	14	14	
33	Number of Ayushman Aardha held	Health Department			
34	One of School Children brought to schools	School Department Education	X	X	
35	Number of students left out of Schools	School Department Education	N/L		
36	Persons educated through bridge courses	School Department Education			
37	Household using clean cooking fuel (CNG)	School Department Education	X	X	

QUESTIONNAIRE FOR BZVS

I. Health Institutions: (FIELD VISITS IN THE PANCHAYAT)

Particulars		Sub Centre
1	Name of Health Institutions	Sub centre, Chamsabud
2	Type of building (Govt./ Private)	Govt
3	Availability of staff	
	a) Doctor	4/04
	b) Paramedical	4/04
4	No of patients attended during the month	350
5	Status of medicine availability	4/04
6	Special medical camp held, if any	4/04
7	Status of Immunization	4/04
8	Participation of health worker in Village Health and Nutrition Day	4/04
9	Institutional deliveries in Panchayat (Current Year)	34
10	Non- Institutional deliveries in Panchayat (Current Year)	NO
11	Other	NIL
12	Remarks of the Visiting Officer	functioning satisfactorily, however needs upgradation to fit in

II. Education Institutions:

Particulars		Status
1	Name of Education Institutions	Govt H/g Chamsabud / PS Bujner / Panchayat / Panchayat
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff as per sanctioned strength	Vacant / month /
4	Enrollment of the School	
	a) Boys	95
	b) Girls	99 / 194
5	Availability of play ground	NO
6	Availability of drinking water	NO
7	Availability of electricity	YES
8	Availability of functional toilets	YES
9	Activities undertaken under 'My School My Pride'	Sports Activities
10	Other	
11	Remarks of the Visiting Officer	The H/g faces severe space crunch & is functioning from very short premises. The need of the hour is to construct the new building.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	ex No of Anganwari center at Shomashod.
2	Number of children enrolled a) Boys b) Girls	168 95 73
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	04/06 01 vacant Helper.
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	Nil
14	Remarks of the Visiting Officer	functioning satisfactorily.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	one private's one govt. Shomashod.
2	Government / Private	Govt
3	Name of the dealer (in case of Private)	payal at Rother.
4	No of registered beneficiaries	287
5	No of beneficiaries drawing Ration from the store	2127
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	Yes
8	Availability of ration	Yes
9	Any Other	Nil
10	Remarks of the Visiting Officer	functioning satisfactorily.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	
2	No of Accounts in the branch	Jyoti Khonsobhi
3	No of persons applied under various self-employment schemes	15/0
4	No of cases sanctioned under various self-employment schemes	14
5	No of cases in whose favour loan has been disbursed under various self-employment schemes	09
6	Availability of ATM	N/A
7	Any Other	N/A
8	Remarks of the Visiting Officer	There is need for ATM in the village.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	
2	Condition of Amrit Sarovar	N/A
3	Details of repair undertaken, if any	
4	Utilization of Amrit Sarovar	
5	Any Other	
6	Remarks of the Visiting Officer	Amrit Sarovar needs to be constructed.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Shomoghad
2	Condition of Playground	Good 1 needs Updnt.
3	Utilization of Playground	Sports Activity
4	Any Other	N/A
5	Remarks of the Visiting Officer	The playground has been constructed in 2022-23. However needs upgradation to meet demand.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	N/A - Partwarkhana in Boudhaya
2	Government/ Private building	N/A
3	Land usebook saturation	50%
4	Pending mutations	will
5	Any Other	will
6	Remarks of the Visiting Officer	Partwarkhana needs to be constructed.

IX. PMAY houses:

S. No	Particulars	Status
1	Location of PMAY house constructed	House of Mr. Rafiq Bhat
2	Name of the beneficiary	1
3	Status of the house (completed/ in-use/ under-construction)	Completed
4	Any Other	
5	Remarks of the Visiting Officer	The beneficiary has completed the dwelling. Units under construction.

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	At Shamsabad
2	Name of the beneficiaries	Gulzar Ahmad, Moini Moini, Manoj Kumar, etc.
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed.
4	Any Other	N/A
5	Remarks of the Visiting Officer	The soakage pits need to be saturated. Each household to be provided one soakage pit.

XI. Khidmat center / CSC:

S. No	Particulars	Status
1	Location of Khidmat center/ CSC center	CSC Center functioning
2	No of online services provided by the CSC	13
3	No of persons approached for services	1516.
4	Any Other	N/A
5	Remarks of the Visiting Officer	The CSC Center is functioning in a private premises. Ready to provide accommodation.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Satisfactory.
2	Transport	Satisfactory.
3	Electricity	Strictly as per schedule.
4	Drinking water	Water supply adequate.
5	Cleanliness	2.5 on the scale of 1-5. In the best.
6	Sports facility (Planned)	Play ground constructed.
7	Any Other	Drainage channels are sufficient and need cleaning.

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	No.
	2. Skits, Songs, Dramas	Conducted at local school.
	3. Local Folk programme / Show	Conducted at local school.
	4. Discussions with PRI and Senior citizens	Conducted at C.P. Bhawan.
B	5. Exhibitions	Nil.
	Sports Activities	
	1. Sports Event	Cricket Match held in local playground.
	2. Distribution of sports kit	Nil.
	Inaugurations (If any)	
C	PMAY house	Inauguration at a unit.
	Segregation Sheds	Nil.
	Amrit Sarovar	Nil.
	IDM Assets	Nil.
	Compost/ Soak Pits	Yes.
D	PMGSY / MGNREGA works	Yes - (local staff and alone).
	Any other	Inspected P.D.S. Centre.
	Distribution of certificates	
	Self Employment Schemes	Nil.
	Land Paces books	Nil.
E	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	Awareness created through discussion.

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean & Green Village
2	Activities undertaken under the Theme (as per instruction manual)	General Cleanliness, Requisition of Dust Bins, Soakage pits for grey water management & plantation near high school.
3	Status of activities undertaken	Satisfactory.
4	Visible impact of the Activities	Quite visible cleanliness.
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	uploaded.
6	How many activities of SDG have been covered under GDP	42 activities.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Insufficient supply of Dust bins, Soakage pits need to be dug more.
8	Remarks of the Visiting Officer on the status SDG Theme	Infrequent Garbage collection - A Garbage collection van needed.

→ The theme needs to be worked out in better spirit and the desirable results obtained in shortest possible time. There is every scope to improve.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
	1 Water Pipe lines laid considerably however scope of improvement	
	2 The issue of damage due to the establishment of new houses in the area	
	3 Play ground constructed and established	
	4 Internal sewer works improved partially	
	5 Sanitation work in Sanamai development approved	
B	Impact of B2V1 to B2V4	
	1 The demands put up by the village community	
	2 were taken up with authorities for redressal	
	3 And a positive impact was felt as a good number of issues resolved.	
	4	
	5	
C	Challenges in the Panchayat	
	1 High School Building to be constructed. Presently functioning in private	
	2 Shamshabad - Shivan Road to be developed	
	3 Shamshabad - Kaitchi Shamshabad - Shivan Road	
	4 Other Internal Work Roads to be developed	
	5 3. Mahalaxmi Hall to be constructed. 4. Upgradation of health Subcentre to pay health	
D	Suggestions if any	
	1 The issues need to be taken up as priority.	
	2 Further there is an issue regarding	
	3 sheep & animal husbandary petting as the	
	4 Centre is devoid of competent veterinary person if	
	5	

4. Minor issues regarding connecting sewerage tank to supply line needs to be resolved as it is pending due to some land acquisition issues. Further sewerage permits needs to be secured.

5. And pumps for water supply at village points to be constructed as frequent power supply hampers water supply.

6. Restructuring of Panchayat wards particularly Jagir Mahalla.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	R.D.D
2	P.H.E (Jal shakti)
3	Education
2	LEAST RESPONSIVE DEPARTMENTS
1	Police
2	Drainage & Flood control
3	Forests
	Skill Development

II. FEEDBACK ON UT INITIATIVES

During the UT tenure, the administration has become more responsive, people friendly. P.R.I have been strengthened and the schemes and projects are being implemented or planned in a more responsive manner than before.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	The irrigation channels are blocked.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	The High School building has not been constructed. Faces severe space crunch.
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)	R.D.D & Jal shakti department have acted promptly to public demands. P.D.D must act to resolve creative power supply.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	7.
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Yes. It is certified that the visiting officer Mr. Rizvi-S.M. has stayed at the Panchayat for two days on 13th & 14th Nov 2023.

Signature of Sarpanch

Name... *Rajesh Kumar*

Signature of the Visiting Officer

Name... *Rizvi-S.M.*

Beetle

BASHIR AHMAD MIR

SARPANCH

ALSA GUNGBAD

Rizvi-S.M. 13 of 13
visiting officer, Shamsabad
Kumhambh, Bagan