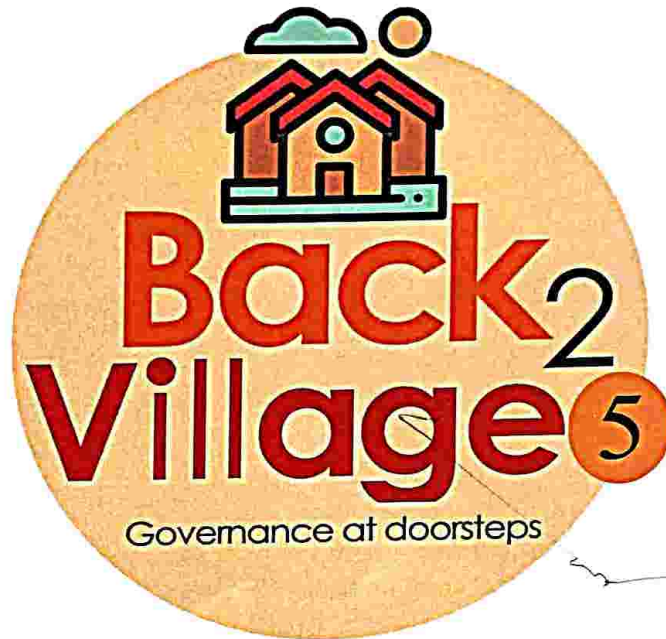


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INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

Block Pshawal Brahmana Panchayat Bleli Tanyan

Name of Visiting Officer Anil Kumar Designation Lecturer

DISTRICT ADMINISTRATION JAMMU

REMARKS

- 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 Seeing 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.jhpanchayat.jk.gov.in or www.jkpanchayat.in Also take print outs of the summarized excel sheets of the previous phases from www.jhpanchayat.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 print outs of blank 2 booklets of B2V5 from www.jhpanchayat.in or 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"> • PFI 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 Awasas+ beneficiaries alongwith IHHL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries List 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

Activity 2	Reach the Panchayat on day of visit.	
		<ol style="list-style-type: none"> To hold meetings with PRI, 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. Ensure that all front line workers of different depths are present. Ensure exhibition by different depths, about individual beneficiary schemes. Inspect JKB/PSB counters/outlets. Participate/ensure organization of sports activity in playground, talent hunt cultural event/youth activity. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBharat. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domestic Saturation, KCC Saturation, and saturation of land passbooks. Visit government establishments, i.e., Health facility, Education Institute, Agriwadecenters, CAPD store, Bank Extension counter, Amrit Sarovar, Playground, ParwarKhana, etc. Inspect Kishanai (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Keshabhgiani, Aapki Zameen Aapki Nigam, Digital J&K, etc. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost Soak pits, JIM, etc. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. Wherever possible, distribute employment letters for people selected under various government employments. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL, tollies and payments CSCs & AMRIT SAROVARs. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc. Organize village-level cultural events to engage panchayat members. Obtain a candid assessment about the performance of various depths, including fair feedback about discrepancies in functioning. Open discussion on Nasha Mukti Abhiyan, corruption-free Panchayat, etc. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.

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, Bhrashachar Mukti, Rozgar yukti 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. Bhrashachar 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 /Reinforce awareness on online services particularly G2C schemes Aapki Zamin Aapki Nigam, Beema, Janbhigdar, Digital J&K
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/projects	Verify whether identification and mobilisation 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, Plantation drive	Evaluate status, feedback
Village cultural event	Participate to 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 B.Y
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify

AWARENESS GENERATION ABOUT FLAGSHIP SCHEMES

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

FLAGSHIP 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 improved technology in Village areas (SVANAMITVA)	
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.
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas.
- iii. Has mapping of land use, water bodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason thereof.
- iv. Has the Climate Resilience Plan been developed for the GP? Yes/No
- v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials, and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures, and conservation of wetlands.
- vi. Whether schools have started segregating waste. Yes/No
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No

2. Healthy village

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

3. Water-sufficient village

- i. Do all the HHs in the Gram Panchayat have water pipeline connections? Yes/No
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify
- iii. Do all the HHs in the Gram Panchayat have toilets? Yes/No
- iv. Are all the HHs toilets functional or not? Yes/No
- v. Do all the Schools/Anganwadicenters have a toilet facility or not? Yes/No
- vi. Are all the toilets in the schools/Anganwadi functional or not? Yes/No
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? Yes/No

4. Child-Friendly village

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

- Whether the issues raised by BalSabha are addressed during the Gram Sabha. Yes/No
- Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/No
 - Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No
- 5. Village with good governance**
- Is CSC located in the Gram Panchayat Bhawan or not? Yes/No
 - Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram Panchayat wall or not? Yes/No
 - Does the Gram Panchayat has its building or not? Yes/No
 - Is the Gram Panchayat office functional or not? Yes/No
 - Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No
 - Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No
- 6. Poverty-free and enhanced livelihood village**
- Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify
 - Have all the eligible households registered in PDS or not? Yes/No
 - Has Gram Panchayat provided space for Self-help Groups in PanchayatGhar for holding meetings or not? Yes/No
 - Have all the eligible households been registered for Pension or not? Yes/No
 - Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No
 - Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No
 - Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No
- 7. Socially secured village**
- Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No
 - Is Gram Panchayat Office Disabled Friendly or not? Yes/No
 - Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No
 - Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? Yes/No
 - Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No
 - Are all the eligible households getting benefits from IAY or not? Yes/No
- 8. Engendered Development in Village**
- How many MahilaSabha's were organized in the Gram Panchayat
 - Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/No)
 - Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No)
 - Number of women beneficiaries headed households covered under PDS system.
 - Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana

9. Self-sufficient infrastructure in the village

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

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	<ol style="list-style-type: none"> 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	<ol style="list-style-type: none"> Establishment of Amrisarovar per Panchayat (Target/Achievement) Saturation of all households in SHGs across all panchayats. Number of works verified and completed during BZV-1, 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/HHH Saturation. Status of Drug Free/Corruption free Panchayats Organizing of various sports events at the Panchayat level.
3	Information Technology	<ol style="list-style-type: none"> All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. Awareness about BEAMS, Janbhagidhar E-UmatPortal 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	<ol style="list-style-type: none"> Number of Aadhaar Linked accounts under PMJDY, PMSBY, APY & PMUDY. 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	<ol style="list-style-type: none"> 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 Nigranj". Achieving saturation of land passbooks. Pending inheritance mutations to be completed. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)
6	Health & Medical Department	<ol style="list-style-type: none"> 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	<ol style="list-style-type: none"> 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.

		<ol style="list-style-type: none"> Number of BetiBachaoBetiPadhao events held. Saturation of left out cases under disability pension, implants and tricycles etc. Awareness about Drug Mukht Panchayats. Plantation drives under "Har Gaon Hariyali" program. Conservation of water bodies. Forest for Fodder. "Green J&K drive" campaign.
8	Forest, Ecology & Environment	<ol style="list-style-type: none"> Identification & Registration of Home Stays. Providing support for tourism activities under village cooperatives. Promotion for augmenting the tourist inflow. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. Plastic free tourism destinations.
9	Tourism	<ol style="list-style-type: none"> Organizing school talent hunt competitions. Cultural event at panchayat level under Har Din Tihar. Promotion of local artists by way of organizing Kavisamayan, Painting competitions etc.
10	Culture Department	<ol style="list-style-type: none"> Registration of Job Seekers 50 per District. Organizing of one Job fairs per District. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme.
11	Labour & Employment	<ol style="list-style-type: none"> Number of students covered under Nipun Bharat & Pradeega Bharat Identification of out of school Children and their enrolment. My School My Pride-Cleanliness and Maintenance drives to be organized. Holding of at least 200 Parent Teacher meetings per district. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility.
12	School Education Department	<ol style="list-style-type: none"> Digital push for Open & Distance Learning (ODL) and online courses. My college my pride (Nashamukht Camps, Eco Clubs, Sports & Games) Careers counselling and Job placements.
13	Higher Education	<ol style="list-style-type: none"> Organizing sports activities/games in every panchayat. Distribution of sports kits. Stadium / Flood Lights
14	Youth Services & Sports	<ol style="list-style-type: none"> Steps taken to reduce the occurrence of road accidents. Cases under MUMKIN scheme to be finalized.
15	Transport	<ol style="list-style-type: none"> Organizing of Tribal Artisan Mela in each District. Saturation of Scholarship Schemes.
16	Tribal Affairs	<ol style="list-style-type: none"> Distribution of Transformers. Check Unique Number Identify DTS with low oil and top oil Identify DTS with load imbalance Replace Non Standard fuses standard fuses. All pending electrical accidental claim cases to be resolved and disbursed. Removal of damaged transformers.
17	Power Development Department	<ol style="list-style-type: none"> Achievement made under opening of fare price shops. Saturation of Aadhaar Seeded Ration Cards. 100% grievance redressal to be ensured. Awareness about the schemes of the Department
18	Food, Civil Supplies and consumer affairs	<ol style="list-style-type: none"> Training of left out SHG members registered with NRLM/Tribal Affairs. Skill Training of BZV4/TTMP2 youth. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. 100% admission Polytechnic/ITI.
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	Jai-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 Jalveeran Mission & Regular testing of all Schools & Aganwars 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. iii. Training of the Departmental Officials in Media and Communications.
33	Information Department	i. Launch of Musical Talents. ii. Organizing photograph competition under BadaltaJ&K for public. iii. PMEGP cases in which marginal money disbursed.
34	Industries & Commerce Department	i. MSME registration on single window portal. ii. Registration of Artisans and weavers. iii. Training of youth in handicrafts and Handloom cooperatives. iv. Achievements made under Vishwakarma Scheme.
35	Planning Development & Monitoring	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.

QUESTIONNAIRE FOR B2V5

Schedule-1 (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars
1	Name <u>Anil Kumar</u>
2	Designation <u>Deputy</u>
3	Department <u>Education (Youth Services & P&T)</u>
4	Place of posting <u>Govt. Hra Singh Hiss Jammu</u>
5	Mobile No <u>94163463</u>
6	Email ID <u>wasdevumedicen20@gmail.com</u>
7	Home District <u>Jammu</u>
8	Dates of visit <u>14-14-2023</u>

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 <u>Bherai Taryai</u>
2	Local Government Directory(LGD) code of the Panchayat <u>240460</u>
3	Name of CD Block <u>Batalual Baramans</u>
4	Name of Tehsil <u>Joulian</u>
5	Name of District <u>Jammu.</u>

C. Panchayat Profile:

S.No	Particulars
1	No. of revenue villages in the Panchayat <u>Bherai Taryai</u> <u>02</u> <u>Chak Nagla</u>
2	No. of hamlets in the Panchayat <u>01</u> <u>Taryai</u> <u>02</u> <u>Abra</u>
3	No. of households in the Panchayat <u>286 + 141</u> <u>1187 + 640</u> <u>1827</u>
4	Population (approx) of the Panchayat <u>1827</u> <u>1827</u>

Schedule-I (B)

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

1	Infrastructure of Panchayat Char					
	a) Govt building/private					
	b) New/need/repairs					
	II. Furniture(Y/N)					
	III. Computer/printer(Y/N)					
	IV. Internet (Y/N)					
	V. Telephone (Y/N)					
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)					
	VII. Water (Y/N)					
	VIII. Electricity(Y/N)					
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building	
	a) Kindergarten					
	b) Primary					
	c) Middle					
	d) High					
	e) Higher Secondary					
	f) College					
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)					
6	Availability of ATM (Y/N)					
7	Khidmatcenter/ CSC (Y/N)					
8	Patwarkhana(Y/N)					
9	Village haat (Y/N)					
10	Playground(Y/N)					
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not		
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization	
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc.					
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 BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDING
1	Old Age pension	Social Department	40		
2	Widow pension	Social Department	04		
3	Disability pension	Social Department	08		
4	Status under Stunting Mukht	Social Department			
5	Status under wasting Mukht	Social Department			
6	Equipment's provided to specially abled person (Implants, tricycles etc)	Social Department	Security		
7	Digital Services provided	IT / BDO / CSC			
8	Dash Kisan	Agriculture Department	310	Registration under 14/10/2018	
9	Kisan credit card	Agriculture Department	157		
10	PM Kisan Sammanidhi	Agriculture Department	272		
11	Employment Saturation (PMEGP, Tejaswini, Munkin, Mission Youth, Himmat, etc)	Employment Department			
12	Primary Agriculture Credit Society (PACS)	Cooperative Department			
13	JIM Implementation	Jal Shakti Department			
14	I. No of household provided FHTC II. Har Ghar Jal village(s) certified (No.)	PDD			
15	PMAY- Gramin	RDDA PR			
16	SRMGS - IHL functional (Household toilet)	RDDA PR			
17	ODF Plus villages (No)	RDDA PR			
18	Targeted Sock pit completed	RDDA PR			
19	JKRILN: I. Number of Self Help Groups formed II. Number of Households involved	RDDA PR			
20	Land Passbook Saturation	Revenue Department	547		
21	Pending Mutations	Revenue Department	547		
22	Domicile Certificates	Revenue Department	2750		
23	Persons identified drug addicts	BDO/ Sarpanch			
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch			
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	2319	2170	
26	Golden Health Card under Ayushman Bharat	Health Department	2190	29	
27	Jannai suraksha Yojana	Health Department	1583	1500	
28	Status under Anaemia Mukht	Health Department			
29	Status under Leprosy Mukht	Health Department			
30	Number of Ayushman Helas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	48	45	
31	Number of Ayushmsabhas held	Health Department	04	04	
32	Out of School Children brought to Schools	School Department	111		
33	Number of students still out of Schools	School Department	111		
34	Persons educated through bridge courses	School Department	111		
35	Household using clean cooking fuel (LPG)	FCS & CA	111		

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

S. No	Name of Health Institutions	Status
1	Name of Health Institutions	HM C. Sec. Puri - Trade
2	Type of building (Govt./ Private)	
3	Availability of Staff a) Doctor b) Paramedical	1) Dr. Madhu Bala - HLP 2) Govt. Paramedical - FMP 3) Govt. Paramedical - FMP 4) Govt. Paramedical - FMP
4	No of patients attended during the month	395
5	Status of medicine availability	Available
6	Special medical camp held, if any	NCD Screening Health checkup
7	Status of Immunization	Yes (6 Ayushman Centres)
8	Participation of health worker in Village Health and Nutrition Day	
9	Institutional deliveries in Panchayat (Current Year)	NIP
10	Non - Institutional deliveries in Panchayat (Current Year)	NIP
11	Other	
12	Remarks of the Visiting Officer	

II. Education Institutions:

S. No	Name of Education Institutions	Status
1	Name of Education Institutions	GMS Nazla Chak
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	One vacant post
4	Enrolment of the School a) Boys b) Girls	Boys - 19 Girls - 20 Total = 39
5	Availability of play ground	Yes
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	Need of computer + filling of govt. priority should be given to govt.
11	Remarks of the Visiting Officer	

III. Anganwadi Center:

S. No	Particulars	Status
1	Location of Anganwadi center	Ch no. 89
2	Number of children enrolled	39
	a) Boys	50
	b) Girls	50
3	Status of Building (Private/ Govt)	Private
4	Availability of Helper/ worker	Yes
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Yes
7	Availability of timely Ration	Yes
8	Availability of Functional toilet	Yes
9	Availability of tap connection	Yes
10	Availability of electricity connection	Yes
11	Number of children started	Nil
12	Number of children wasted	Nil
13	Any Other	Nil
14	Remarks of the Visiting Officer	

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	
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	

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	

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	

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	

VIII. Partwarkhana:

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

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	
3	Status of the house (completed/ in-use/ under-construction)	
4	Any Other	
5	Remarks of the Visiting Officer	

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	
4	Any Other	
5	Remarks of the Visiting Officer	

XI. Kithinatcenter / CSC:

S. No	Particulars	Status
1	Location of Kithinatcenter / CSC counter	
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	
2	Transport	
3	Electricity	
4	Drinking water	
5	Cleanliness	
6	Sports facility (Playground)	
7	Any Other	

QUESTIONNAIRE FOR B2VS

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	
	2. Skits, Songs, Dramas	
	3. Local Folk programme / Show	
	4. Discussions with PRI and Senior citizens	
	5. Exhibitions	
B	Sports Activities	
	1. Sports Event	
	2. Distribution of sports kit	
C	Inaugurations (If any)	
	PMAY house	
	Segregation Sheds	
	Amrit Sarovar	
	JIM Assets	
	Compost/ Soak Pits	
	PMGST / MGNREGA works	
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	
	Any other	
E	Awareness generation on digital services, transparency, Corruption Free, Nashikmit Bharat, Visit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	

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)	
3	Status of activities undertaken	
4	Visible impact of the Activities	
5	Have Gram Panchayat Development Plan (GPD) prepared and uploaded	
6	How many activities of SDG have been covered under GPD	
7	Bottlenecks, if any, faced in the achievement of SDG Theme	
8	Remarks of the Visiting Officer on the status SDG Theme	

QUESTIONNAIRE FOR B2V5

Schedule-VII (IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
	1	
	2	
	3	
	4	
	5	
B	Impact of B2V1 to B2V4	
	1	
	2	
	3	
	4	
	5	
C	Challenges in the Panchayat	
	1	
	2	
	3	
	4	
	5	
D	Suggestions if any	
	1	
	2	
	3	
	4	
	5	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	
2	
3	
2	LEAST RESPONSIVE DEPARTMENTS
1	
2	
3	

ii. FEEDBACK ON UT INITIATIVES

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iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	
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)	
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	10
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	

Signature of Sarpanch

Name

Signature of the Visiting Officer

Name ..Anil Kumar