

B2V5 $\Rightarrow$ Pyl. Sewna.
Block Sewna.

(from 14th Nov. & 15th Nov. 2023.)

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023.

KEY FEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

Sl. No.	INSTRUCTIONS	ACTION POINTS
1.	Seeking details from the District level	a. Take print out of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jpamshahat.in or www.jpamshahat.in b. Also take print out of the summarized email sheets of the previous phases from www.jpamshahat.in or www.jpamshahat.in ATRs on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner. c. Take print out of blank 2 booklets of B2V5 from www.jpamshahat.in or www.jpamshahat.in d. 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 e. Plans/ beneficiary list: • MGNREGA draft plan document for the year 2023-24. • List of Assam beneficiaries alongwith HHID, Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries f. Lists of beneficiaries for: • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

S. No.	Reach the Panchayat on day of visit.	1. To hold meetings with PRIs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure & implementation of Schemes as per Schedule IA, II & Schedule-II. 2. Ensure that all front line workers of different deptts are present. 3. Ensure exhibition by different deptts. about individual beneficiary schemes. 4. Inspect BCBPSB counters/officers. 5. Participate in the organization of sports activity in playground, talent hunt cultural event/youth society. 6. Ensure awareness generation about PM Vishwakarma scheme and Ayushman Bharat. 7. Ensure saturation of soil health card and Golden Health Card under Ayushman Bharat, 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, Agri-veterinaria, CAPD store, Bank Extension counter, Amrit Sarovar, Playground, Pura Khana, etc. 9. Inspect Kiosk (CSC) Centres and create/generate awareness on online schemes, especially CSC schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigami, Digital Saksh, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JFM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. 12. Whenever possible, distribute employment letters for people selected under various government employments. 13. Conduct social audit of works under following schemes: MGNREGA, PMAY, JHHL toilets and payments CSCs & AMRIT SAROVARs. 14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved. 15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc. 16. Organize village-level cultural events to engage panchayat members. 17. Obtain a candid assessment about the performance of various deptts, including fair feedback about discrepancies in functioning. 18. Open discussion on Naha Mukh 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 BDO 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 Virtual 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, Rojgar yukt J&K, besides carrying forward the activities during Jan Abhiyan and sustaining 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 (Sarpanch, Panch, 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.

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 Bala Yojana	
13.	PM KUSUM Yojana	
14.	Saralata Bala Yojana	
15.	Atal Pension Yojana	
ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS		
1.	Enrolment in Eldiya Model residential school	
1.	Scholarship schemes	
3.	Forest Rights Title Individual and Community Land	
4.	Van Dhan Vikas Kendra/ Self Help Groups	

10. The visiting officer shall not leave the district without handing over a hard copy of the report to the Rural Development officials (HDO/Panchayat Secretary) for further uploading of the report on the www.jipanchayat.in / www.jipanchayat.jagov.in portal within a week's time, positively.

Instruction for Field visit:

FIELD VISIT

Priority	Activity
Khidmat Centres	Create / Continue awareness on online services particularly G2C schemes Aapki Zamin Aapki Nagari, Bham, Badi Badi, Digital J&K
JKD/PSB counters/outlets	a) Status of counter. b) Number of visitors etc.
Incomplete buildings/projects	Verify whether identification and redistribution done.
PDS	Visit, evaluate, online status.
PIC	Visit- evaluate, status of staff, equipment and quality.
PMAY	Inspect, inaugurate.
My school, my pride program; schools- water, toilets, staff	Visit, check the water, electricity, sanitation, meet students and staff.
Swachh SBM	Evaluate.
Panchayat play ground, Sports kits distribution Village games	Inspect, verify. Participate in at least one game in the playground.
Har Ghar Har Pal: Plants- Goo drive	Evaluate status, feedback.
Village cultural event	Participate in ensure that it is held.
Dangal/ Haat/Mein	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V.
Jal Jeevan Mission verification- WSS/JSD Electricity supply	Verify.

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/Anganwadifunctional 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.

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

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

Deliverables:

S/No	Department	Deliverable
1	Agriculture Production Department	- Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. - Ensuring saturation of Kisan 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 BZV-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, compost/compost pits for all households - Achieving PMAY/UHL 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, Janbhogidan & 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 PMUDY, PMSBY, APT & PMUDY. - Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EOI 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 citizen by the Tehsildar concerned. - Information campaign for popularization of "AapZameenAap Ki Nigahi". - 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 Anemia 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 Anemia check-up camps to be conducted. - Number of Anganwari Beneficiaries Aashir Seedat.

		vi. Number of Boti/Bachoo/Beti/Padhao events held. vii. Saturation of left out cases under disability pension, implants and bicycles etc. viii. Awareness about Drug Mukht Panchayats.
8	Forest, Ecology & Environment	i. Plantation drives under "Har Goon Haryal" program. ii. Conservation of water bodies. iii. Forest for Fodder. iv. "Green Jals drive" campaign.
9	Tourism	i. Identification & Registration of Home Stays. ii. Providing support for tourism activities under village cooperatives. iii. Promotion for augmenting the tourist inflow. iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuit/ themes tracks per district. v. Plastic free tourism destinations.
10	Culture Department	i. Organizing school talent hunt competitions. ii. Cultural event at panchayat level under Har Din Tivhar. iii. Promotion of local artists by way of organizing KaviSamaylan, Painting competitions etc.
11	Labour & Employment	i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fairs per District. iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme.
12	School Education Department	i. Number of students covered under Nipun Bharat & Padega Bharat ii. Identification of out of school Children and their enrolment. iii. My School My Pride-Cleanliness and Maintenance drives to be organized. iv. Holding of at least 200 Parent Teacher meetings per district. v. Number of schools having access to Drinking Water, Separate Toilet and Electricity facility.
13	Higher Education	i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (HashaMukht Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements.
14	Youth Services & Sports	i. Organizing sports activities/games in every panchayat. ii. Distribution of sports kits. iii. Stadium / Flood Lights.
15	Transport	i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUKHIN scheme to be finalized.
16	Tribal Affairs	i. Organizing of Tribal Artisan Meas in each District. ii. Saturation of Scholarship Schemes.
17	Power Development Department	i. Distribution of Transformers. a) Check Unique Number b) Identify DTS with low oil and top oil c) Identify DTS with load imbalance d) Replace Non Standard fuses standard fuses. e) All pending electrical accidental claim cases to be resolved and disbursed. f) Removal of damaged transformers.
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fair price shops. ii. Saturation of Aashir Seeded Ration Cards. iii. 100% grievance redressal to be ensured. iv. Awareness about the schemes of the Department.
19	Skill Development	i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of 82V4/MTNP2 youth. iii. Short term Skill Training of Women in rural/urban areas in collaboration with Universities/Colleges/Schools of JK UT. iv. 100% admission Polytechnic/ITE.

		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 Skill for solar gadgets for mass awareness.
22	Public Works Department(R&D)	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 legal 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 to legal provisions. iv. Implementation of Jaldeen Mission & Regular testing of all Schools & Anganwadis 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. Vacancy/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 Sadma 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.



to 16th NOVEMBER 2023.

QUESTIONNAIRE FOR B2V5

Schedule-1 (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Mohib Ali Bukhari
2	Designation	Under Secretary
3	Department	Animal & Sheep Husbandry
4	Place of posting	G.A.D
5	Mobile No	8082211882
6	Email ID	mohibbukhari@gmail.com
7	Home District	Rajouri
8	Dates of visit	14-11-2023 & 15-11-2023.

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	Sewna
2	Local Government Directory(LGD) code of the Panchayat	240282.
3	Name of CD Block	Sewna
4	Name of Tehsil	Chenani
5	Name of District	Udhampur.

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	02
2	No. of hamlets in the Panchayat	07 wards
3	No. of households in the Panchayat	231
4	Population (approx) of the Panchayat	1456

QUESTIONNAIRE FOR B2V5

Schedule-1 (B)

(Details of Officers) Officials present in the Panchayat)

(To be filled only by the filling Officer during his/her visit to the Panchayat. All fields should be filled by the filling Officer before the booklet is handed over to the DC)

S. No.	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Nitin Nagar	AER	Present	
2	Education	—	—	Absent	
3	Food, Civil Supplies and Consumer Affairs	—	—	Absent	
4	Forest	Shuman Singh	Forest Guard	Present	
5	Health and Medical Education	Imran Khan	Pharmacist	Present	
6	ICDS Department	Madam Bala	Supervisor	Present	
7	Irrigation and Flood Control Department	Harneed	Supervisor	Present	
8	Jal Shakti Department	Dev. Raj	Line Man	Present	
9	Power Development Department	Sohan Chand	Line Man	Present	
10	Public Works Department	Ali Mohd.	Supervisor	Present	
11	Revenue	—	—	Absent	Passbook not given to anyone
12	Rural Development and Panchayat Raj	Surjeet Singh	Accounts Assistant	Present	
13	Skill Development	—	—	—	
14	Social Welfare Department	Garima Gupta	Accountant	Present	
15	Youth Services and Sports Department	—	—	Absent	
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 Office				
	a) Govt building/private	Govt. building			
	b) Road/road in repair	new			
	II. Furniture (Y/N)	N			
	III. Computer/printer (Y/N)	Y			
	IV. Internet (Y/N)	N			
	V. Telephone (Y/N)	N			
	VI. Toilet (CSC/part of panchayat office) (Y/N)	N			
	VII. Water (Y/N)	N			
	VIII. Electricity (Y/N)	N			
2	Educational Institutes	No. of Schools	Completed	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	0	0	0	0
	b) Primary	1	1	0	Govt
	c) Middle	1	1	0	Govt
	d) High	0	0	0	0
	e) Higher Secondary	1	1	1	Govt
	f) College	0	0	0	0
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Teacher / Worker vacancies	Govt Building/ Private Building
		14	60	0	Govt building
4	Healthcare facility	No. of sub centres	No. of PHCs	No. of health & nutrition centres	No. of hospitals having Govt. building
		0	0	1	1
5	Bank branch (Y/N)				
6	Availability of ATM (Y/N)				
7	Blind centre/ CSC (Y/N)				
8	Parasitichana (Y/N)				
9	Village host (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	
		0	900	Y	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		10	Y		
13	Amli Sarvods - details, location, condition	Details	Location	Condition	Utilisation
		W. no - 6	Sarvods	Amli	yes
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc.	Huge Tourism Potential.			
15	I. Whether Panchayat assets captured on e-Gram SampadaApp (Y/N)				
	II. Number of Asset captured				
	III. Please mention assets	Nil			
	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		
		CPL. Sarva	2018-19		

QUESTIONNAIRE FOR B2V5

Schedule-III (STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT)

S. No.	NAME OF THE SCHEME	DEPARTMENT	COPIES / TARGET FULFILLED PARTICIPANTS/ PEOPLE IN THE VILLAGE	TOTAL PARTICIPANTS WHO AVAILED THE BENEFITS OF THE SCHEME	AVAILING FOR ASSISTANCE
1	SHI Aar pradhan	Social Welfare	79	79	0
2	Shiksha pradhan	Social Welfare	8	8	0
3	Shiksha pradhan	Social Welfare	16	16	0
4	SHI Aar pradhan	Social Welfare	16	16	0
5	SHI Aar pradhan	Social Welfare	16	16	0
6	SHI Aar pradhan	Social Welfare	16	16	0
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QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

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

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	HSS Seema
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	31
4	Enrollment of the School a) Boys b) Girls	165 138
5	Availability of play ground	Yes but need more spacious.
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	

III. Anganwadi Center:

S. No	Particulars	Status
1	Location of Anganwadi Center	
2	Number of children enrolled a) Boys b) Girls	(A) 50-1 20 13
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	Y
5	Maintenance of record of children	Y
6	Availability of sufficient ration	Y
7	Availability of timely Ration	Y
8	Availability of Functional toilet	Y
9	Availability of tap connection	N
10	Availability of electricity connection	N
11	Number of children started	Y
12	Number of children wasted	N
13	Any Other	N
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	Not present
3	No of persons applied under various self-employment schemes	nil
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	W. no. 6, Sarakund
2	Condition of Amrit Sarovar	Good
3	Details of repair undertaken, if any	Repaired under MGNREGA
4	Utilization of Amrit Sarovar	Natural Reserve for Animals
5	Any Other	—
6	Remarks of the Visiting Officer	

VII. Playground:

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

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	NIL
2	Government/ Private building	
3	Land possession situation	
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	W-no-3 Padyal
3	Status of the house (completed/ in-use/ under-construction)	Purasa Chand
4	Any Other	Under Construction
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	NHO Balbeer Chand
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	do
4	Any Other	In-use
5	Remarks of the Visiting Officer	

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	
2	No of online services provided by the CSC	Not Available
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	Poor
2	Transport	Average
3	Electricity	Good
4	Drinking water	normal
5	Cleanliness	Satisfactory
6	Sports facility (Playground)	yes
7	Any Other	nil

QUESTIONNAIRE FOR B2V5

(AWARENESS/ EVENTS / INAUGURATION)
Schedule-V

EVENTS / AWARENESS / INAUGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	Debate
	2. Skits, Songs, Dramas	Skits
	3. Local Folk programme / Show	Nil
	4. Discussions with PRI and Senior citizens	Yes
B	5. Exhibitions	Nil
	Sports Activities	
	1. Sports Event	—
C	2. Distribution of sports kit	Yes
	Inaugurations (If any)	Nil
	PMAY house	—
	Segregation Sheds	Yes
	Amrit Sarovar	Yes
	JMM Assets	Yes
	Compost/ Soak Pits	Nil
	PMGSY / MGNREGA works	Y
	Any other	Nil
	Distribution of certificates	—
D	Self Employment Schemes	Nil
	Land Pass books	Nil
	Any other	Nil
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Yes

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, Healthy village.
2	Activities undertaken under the theme (as per instruction manual)	Cleanliness Drive at Sewna.
3	Status of activities undertaken	Cleanliness at Sewnar
4	Visible impact of the Activities	Yes
5	Have Gram Panchayat Development Plan (GPD) prepared and uploaded	Under Process
6	How many activities of SDG have been covered under GPD	Under Process
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Poor connectivity to Block H.Q. under priority.
8	Remarks of the Visiting Officer on the status SDG Theme	Satisfactory.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Guarantees withered by the Administration	
1	ATM is ongoing at good pace.	
2	St. A road from NH to Saurin	
3	Pub. Works work completed.	
4	CPC Building.	
5		
B	Impact of B2V1 to B2V4	
1		
2	Above mentioned works.	
3		
4		
5		
C	Challenges in the Panchayat	
1	No Banking facility/ATM facility.	
2	Poor road infrastructure.	
3	No Ambulance in civil centre.	
4	Veterinary Centre.	
5	Foot bridge over Saurin water.	
D	Suggestions if any	
1	Play ground must be created in NSS Saurin	
2	SSR workers demand for separate building.	
3	More camps to be held by SGT Light.	
4		
5		

QUESTIONNAIRE FOR B2V5

Schedule VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	Best performing departments
2	1. <u>ROD</u>
3	2. <u>Education</u>
4	3. <u>Agriculture</u>
5	Least responsive departments
6	1. <u>Revenue</u>
7	2. <u>LAPD</u>
8	3. <u></u>

II. FEEDBACK ON UT INITIATIVES

III. GENERAL ASSESSMENT OF THE VISTING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the visiting officer	The main issue of panchayat is connectivity & banking facilities
2	Major urgent public demands that were/were not reflected earlier but have not been addressed so far	1. Road connectivity
3	Overall assessment of the visit and suggestions (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions)	The panchayat has great potential in Agriculture & allied sectors that have not been exploited fully.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	9
5	Certificate from Sangam that the visiting officer has stayed in the panchayat for 2 days	Yes

Signature of Sarpanch
Name Hardeep chand Arithal

Signature of the Visiting Officer
Name Mohib Ali Bhatkhali