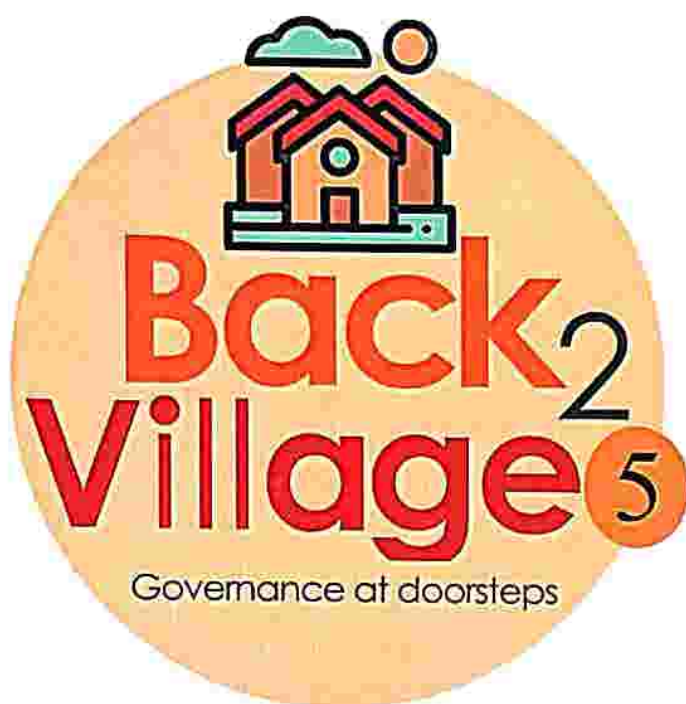


INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

Block Bhalwal Brahmana Panchayat Devipur

Name of Visiting Officer ARUN GUPTA Designation Subject Matter specialist

DISTRICT ADMINISTRATION JAMMU

KMVEVENTURES

- 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
1 Activity 1 Seeking details from the District team		<p>a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in</p> <p>b. 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.</p> <p>c. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.jk.gov.in</p> <p>d. Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads:</p> <ul style="list-style-type: none"> • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work <p>e. Plans/ beneficiary lists:</p> <ul style="list-style-type: none"> • MGNREGA draft plan document for the year 2023-24. • List of Awaas+ beneficiaries alongwith IHHL Convergence. • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries <p>f. Lists of beneficiaries for:</p> <ul style="list-style-type: none"> • 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.
2		<ol style="list-style-type: none"> 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, Aganwadcenters, 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, Janbhagdari, Aapki Zamin Aapki Nigam, Digital JK&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JIM, 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 & AMRT 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 Mukti 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.

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 Mukta, Bhrashachar Mukta, 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. Bhrashachar Mukta J&K
 - vi. Nasha Mukta 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
Kindrmat Centres	Create /Generate awareness on online services particularly G2C schemes Apki Zamin Apki Nigam, Beams, Jambiagidart, Digital J&K
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/pro- jects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground
Hlar Gaon Haryail, Planla- tion drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is held
Dangal/ Haat/Nela	
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

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 Ujjwala Yojana
5.	PM Vishwakarma
6.	PM KisanSamman Nidhi
7.	Kissan Credit Card (KCC)
8.	PM Poshan Abhiyan
9.	Har Char Jal- Jal Jeevan Mission
10.	Survey of Villages and Mapping with improvised technology in Village areas (SVANMITHA)
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 Eklayya 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

- Initiatives taken by the Panchayat for managing Solid and Liquid Waste: *Sanitation of D Bins by collection of garbage from houses, Composting of Solid waste, Laundered Garments*
- Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas *Laundry from biogas*
- Has mapping of land use, water bodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason thereof. *Consolidated Soil P.M.S*
- Has the Climate Resilience Plan been developed for the GP? Yes/No *✓*
- 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. *Plantation drive started, Katedi of Gaurbhayn (reducing awareness) public*
- Whether schools have started segregating waste. Yes/No *✓*
- Whether schools have their own compost/soakage pits for solid/liquid waste management. Yes/No *✓*

2. Healthy village

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

3. Water-sufficient village

- Do all the HHs in the Gram Panchayat have water pipeline connections? Yes/No
- Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify
- Do all the HHs in the Gram Panchayat have toilets? Yes/No
- Are all the HHs toilets functional or not? Yes/No
- Do all the Schools/Anganwadis have a toilet facility or not? Yes/No
- Are all the toilets in the schools/Anganwadifunctional or not? Yes/No
- Whether Gram Panchayat Bhawan has separate toilets for women or not? Yes/No

4. Child-Friendly village

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

- iii. 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 Halqa 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	<ul style="list-style-type: none"> i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms. ii. Ensuring saturation of Kissan Credit Cards (KCC) & Soil Health Cards (SHC). iii. Awareness about G.I. Tagging of agriculture crops. iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment. v. Distribution of seedling and seeds including Rabi seeds, lavender seeds. vi. Implementation of FasalBeemaYojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	<ul style="list-style-type: none"> i. Establishment of AmritSarovar per Panchayat (Target/Achievement) ii. Saturation of all households in SHGs across all panchayats. iii. Number of works verified and completed during BZY-I, II, III & IV. iv. Achieving 100% social audit of PMAY. v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households vi. Achieving PMAY/JHHL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	<ul style="list-style-type: none"> i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagdarid, E-UnaPortal etc. iii. Hoardings, Wall paintings in all panchayats about Digital J&K & Services. iv. Organizing of one CSC Camps per panchayat. v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.
4	Finance Department	<ul style="list-style-type: none"> i. Number of Aadhaar Linked accounts under PMJDY, PMSBY, APY & PMJDY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EDI and Labour. iii. Setting up of counters by Banks at Panchayat level for verification, Sanctioning and disbursement of cases and also accepting fresh application under all individual subsidy schemes. iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.
5	Revenue Department	<ul style="list-style-type: none"> i. Awareness programme about Management legacy data of registration & delivery of registration documents online to the citizens by the Tehsildar concerned. ii. Information campaign for popularization of "AapZameenAap Ki Nigraani". iii. Achieving saturation of land passbooks. iv. Pending inheritance mutations to be completed. v. Functionality of the Patwarthanas. (No of Patwarthanas made functional)
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme. ii. Swachet Hospitals- Clean Toilets and Junk free premises. iii. Awareness programmes about Anaemia Mukti, TB Mukti, and Stunting Mukti Panchayats. iv. Screening of School Children. v. Awareness about screening of NCD (Non communicable disease).
7	Social Welfare	<ul style="list-style-type: none"> i. Geo-tagging of established Child Care Institutions. ii. Saturation of Old Age Pension ISSS/NSAP. iii. Number of Disability Cards (UDID) digitized. iv. 500 Anaemia check-up camps to be conducted. v. Number of Aanganwari Beneficiaries Aadhar Seeded.

8	Forest, Ecology & Environment	<ul style="list-style-type: none"> vi. Number of BadtiBachacheUpadhaan events held. vii. Saturation of left out cases under disability pension, implants and tricycles etc. i. Awareness about Drug Mukti Panchayats. ii. Plantation drives under "Har Gaon Har Pal" program. iii. Conservation of water bodies. iv. Forest for Fodder. v. "Green J&K drive" campaign.
9	Tourism	<ul style="list-style-type: none"> i. Identification & Registration of Home Stays. ii. Providing support for tourism activities under village cooperatives. iii. Promotion for augmenting the tourist inflow. iv. Identification, delineation and demarcation of at least 5 tourist destination/ circuits/ themes tracks per district. v. Plastic free tourism destinations.
10	Culture Department	<ul style="list-style-type: none"> 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 KaviSamayan, Painting competitions etc.
11	Labour & Employment	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i. Number of students covered under Nipun Bharat & Pradega Bharat Tabbibadega 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	<ul style="list-style-type: none"> i. Digital push for Open & Distance Learning (ODL) and online courses. ii. My college my pride (Nashayukit Camps, Eco Clubs, Sports & Games) iii. Careers counselling and Job placements.
14	Youth Services & Sports	<ul style="list-style-type: none"> i. Organizing sports activities/games in every panchayat ii. Distribution of sports kits. iii. Stadium / Flood Lights
15	Transport	<ul style="list-style-type: none"> i. Steps taken to reduce the occurrence of road accidents. ii. Cases under MUKKIN scheme to be finalized. iii. Organizing of Tribal Artisan Mela in each District.
16	Tribal Affairs	<ul style="list-style-type: none"> i. Saturation of Scholarship Schemes.
17	Power Development Department	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> i. Achievement made under opening of fare price shops. ii. Saturation of Aadhaar Seeded Ration Cards. iii. 100% grievance redressal to be ensured. iv. Awareness about the schemes of the Department
19	Skill Development	<ul style="list-style-type: none"> i. Training of left out SHG members registered with NRLM/Tribal Affairs. ii. Skill Training of BZY4/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/ITI.

QUESTIONNAIRE FOR B2VS

Schedule-1 (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

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

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

		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. ii. Monthly monitoring of E-Challans. iii. Awareness programmes about illegal mining. iv. Grant of quarry licence.
24	Mining	i. Identification of new minor mineral blocks. ii. Number of grievances disposal of Relief Commissioner's Portal. iii. Training of 250 APDA MITRAS. iv. Training of volunteers under SDRF.
25	Disaster Management	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.
26	GAD	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 & Aganwats for potable water.
27	Jal-Shakti Department	i. To start work on E-assembly project. ii. Mechanism for monitoring of cases at district level. iii. Steps for decriminalization of laws.
28	Law Justice & Parliamentary affairs.	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.
29	Public Grievance	i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants.
30	Estates Department	i. Awareness programmes regarding eat right. ii. Capacity building/ training of the staff.
31	Hospitality & Protocol	i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture.
32	Floriculture Department	i. Training of the Departmental Officials in Media and Communications. ii. Launch of Musical Talents. iii. Organizing photograph competition under BadaltaJ&K for public.
33	Information 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.
34	Industries & Commerce 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.
35	Planning Development & Monitoring Department	

QUESTIONNAIRE FOR B2V5

Schedule-I (B)

(Details of Officers/ Officials present in the Panchayat)
(To be filled up by the Visiting Officer during his/ her visit to the Panchayat. All fields have to be filled by the Visiting Officer before the booklets are handed over to the DC)

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Sh. Jagjivan Singh	T.A.E.O.	Present	
2	Education	Sh. Indu Bhush	P.E.M.	Present	
3	Food, Civil Supplies and Consumer Affairs	—	—	—	
4	Forest	Sh. Deep Kumar	Deputy Forest Officer	Present	
5	Health and Medical	Sh. Pooja Devi	F.M.H.W	Present	
6	ICDS Department	Sh. Valsim Dahiyan	W.H.W	Present	
7	Irrigation and Flood Control Department	Sh. Raji nandan	Relaxation	Present	
8	Jal Shakti Department	—	—	—	
9	Power Development Department	Sh. Jeet Raj	W.E. Man	Present	
10	Public Works Department	Sh. Raj Kumar	Road Worker	Present	
11	Revenue	Sh. Sunil Sharma	Patwari	Present	
12	Rural Development and Panchayat Raj	Sh. Mahesh Singh	Panchayat Secretary	Present	
13	Skill Development	—	—	—	
14	Social Welfare Department	—	—	—	
15	Youth Services and Sports Department	—	—	—	
16	Others	—	—	—	
17	DC Jawahar	Sh. Rajender Singh	Industrial Division Officer	Present	
18					
19					
20					

QUESTIONNAIRE FOR B2V5

Schedule-II

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

1	Infrastructure of Panchayat Char	Govt. Building			
a)	Govt building/ private				
b)	New/ needing repairs				
II.	Furniture (Y/N)	Yes			
III.	Computer/printer (Y/N)	Yes			
IV.	Internet (Y/N)	No			
V.	Telephone (Y/N)	No			
VI.	Toilet (CSC/part of panchayat char) (Y/N)	Yes			
VII.	Water (Y/N)	Yes (Hand pump)			
VIII.	Electricity (Y/N)	Yes			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
a)	Kindergarten	2	110	6	Govt.
b)	Primary	1	75	8	- do -
c)	Middle	1	229	19	- do -
d)	High	—	—	—	—
e)	Higher Secondary	—	—	—	—
f)	College	—	—	—	—
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helping / Welfare vacancies	Govt Building/ Private Building
		5	150	5/2	Govt.
4	Healthcare facility	No. of sub centers	No. of PHCs	No. of health & wellness centers	No. of Institutional building Govt.
		—	—	—	Govt.
5	Bank branch (Y/N)	Yes			
6	Availability of ATM (Y/N)	No			
7	Khidmat center/ CSC (Y/N)	Yes			
8	Patwarikhanah (Y/N)	Yes			
9	Village haat (Y/N)	No			
10	Playground (Y/N)	Yes			
11	Ration shop (Y/N)	Yes	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not
			09	3016	Yes
12	Government offices- details, whether functional or not	No. of Govt Offices	Details	Location	Condition
		10			Functional
13	Amrit Sarovars - details, location, condition	No. of Sarovars	Details	Location	Condition
		10			Functional
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	N/A	Name	Year of construction	
17	List of Underutilized Buildings- names	N/A	Name	Year of construction	

QUESTIONNAIRE FOR B2V5

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

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		92	
2	Widow pension	Social Department		82	
3	Disability pension	Social Department		19	
4	Status under Stunting Mukht	Social Department		—	
5	Status under wasting Mukht	Social Department		—	
6	Equipment's provided to specially abled persons (implants, tricycle etc)	Social Department		—	
7	Digital Services provided	IT / BDO / CSC		—	
8	Dash Kisan	Agriculture Department	296	204	
9	Kisan credit card	Agriculture Department	296	171	
10	PM Kisan Samman Nidhi	Agriculture Department	296	171	
11	Employment Saturation (PMEGP, Tejaswani, Munkin, Mission Youth, Himnayat, etc)	Employment Department	—	—	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	—	—	
13	JM Implementation	3rd Shakti Department	—	—	
14	I. No of Household provided FRTC II. Har Char Jal village(s) certified (No.)		—	—	
15	PMAY - Gramin	RDD & PR	605	605	
16	SSM Gramin - IHML functional (Household houses)	RDD & PR	617	617	
17	ODF Plus villages (No)	RDD & PR	03	03	
18	Targeted Sock pit completed	RDD & PR	03	03	
19	JKRMLI	RDD & PR			
20	I. Number of Self Help Groups formed II. Number of Households involved				
21	Land Passbook Saturation	Revenue Department	2199	2083	
22	Pending Mutations	Revenue Department	28	28	
23	Domestic Certificates	BDO / Sarpanch	—	—	
24	Persons identified drug addicts	BDO / Sarpanch	—	—	
25	Awareness camps for de-addiction conducted	BDO / Sarpanch	—	—	
26	Drugs Addicts rehabilitated	BDO / Sarpanch	—	—	
27	Golden Health Card under Ayushman Bharat	Health Department	3507	3507	
28	Jamuni suraksha Yojana	Health Department		85	
29	Status under Anaemia Mukht	Health Department		—	
30	Status under Leprosy Mukht	Health Department		—	
31	Number of Ayushman Mats organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department		—	
32	Number of Ayushman Mats held	Health Department		—	
33	Out of School Children brought to Schools	School Department			
34	Number of students still out of Schools	School Department			
35	Persons educated through bridge courses	School Department			
36	Household using clean cooking fuel (LPG)	PCS & CA	1350	1300	

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

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

Education Institutions:	
S.No	Particulars
1	Name of Education Institutions
2	Type of building (Govt./ Private)
3	Availability of Staff as per sanctioned strength
4	Enrolment of the School a) Boys b) Girls
5	Availability of play ground
6	Availability of drinking water
7	Availability of electricity
8	Availability of functional toilets
9	Activities undertaken under 'My School My Pride'
10	Other
11	Remarks of the Visiting Officer

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

Status
N.D. Chavjwan, B. Chavle, Devjwan B
150
85
65
Pvt.
SLD
Yes
Yes
Yes
Yes
No. (Hand Pump)
Yes
Yes
Yes
Yes
w/wing satisfactory

IV. CAPD Store:	
S. No	Particulars
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

Status
Devjwan, B. Chavjwan, B. Chavle
B.P.
Bhakar Dass, Bhavshir Singh
3016
3016
Yes
Yes
Yes
w/wing satisfactory

V. Bank / Extension counter:	
S. No	Particulars
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

N/A

VI. Amrit Sarovar:	
S. No	Particulars
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

N/A

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

Status
Govt. High School Devjwan
Ground, requires attention
Yes
Play ground needs maintenance, leveling and clearing

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

Status
Devjwan
Govt.
Govt. occupied by Patwari
Any other mutation devious has

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

PMAY house:	
S. No	Particulars
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
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. Khidmatcenter / CSC:	
S. No	Particulars
1	Location of Khidmatcenter/ CSC
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
1	Connectivity Road
2	Transport
3	Electricity
4	Drinking water
5	Cleanliness
6	Sports facility (Playground)
7	Any Other

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

Organised a lecture and provided information to the public regarding services, transparency and Nashadukt Bharat - known -

QUESTIONNAIRE FOR B2V5

Schedule-VI (SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean and green village
2	Activities undertaken under the Theme (as per instruction manual)	Managing solid and liquid waste, Sanitation of Soak pit, Awareness campaign for using pits like soak' bippers, Plastering drive, collection of garbage from House-Hold.
3	Status of activities undertaken	Sat's failing
4	Visible impact of the Activities	Sat's failing
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	GPDP Plan prepared.
6	How many activities of SDG have been covered under GPDP	Three (3 Nos.)
7	Bottlenecks, if any, faced in the achievement of SDG Theme	—
8	Remarks of the Visiting Officer on the status SDG Theme	Panchayat has adopted the SDG theme and performed well.

QUESTIONNAIRE FOR B2V5

Schedule-VII (IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Health Care facilities have improved partially.	
2	Cost of labor, drams, and water etc.	
3	Installation of solar lights, electric poles and transformers.	
4	Collection of garbage from house hold. The plastering drive.	
5	Cost of soak pits, Household toilets	
B	Impact of B2V1 to B2V4	
1	Health care facility improved partially.	
2	Construction of paved drains and sewage B.	
3	Installation of solar lights, electric poles and transformers.	
4	Collection of garbage from household free plastering drive.	
5	Cost of soak pits, household toilets etc.	
C	Challenges in the Panchayat	
1	Upgradation of G.H.S. to G.H.H.S.	
2	Challenges with respect to people who migrated in 1965 war.	
3	House hold tax collection to the residents.	
4	Requirement of plastering.	
5	Construction of soak pits.	
D	Suggestions if any	
1	A sincere follow up from the administration side is required if the success of such programme is required.	
2		
3		
4		
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	B.D.D.
2	P.W.D.
3	Agriculture
2	LEAST RESPONSIVE DEPARTMENTS
1	Revenue
2	PHE
3	Medical

ii. FEEDBACK ON UT INITIATIVES

UT initiative are coming very slowly. The programmes launched by the administration are coming on the ground and showing good results. A sincere follow up of the suggestions and complaints is reqd. if the success of such programme is needed.

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:	Upgradation of G.H.S. to G.H.S.S ownership rights to people who migrated in 1964 Household taps, connections for the residents Requisition of Ambulance, Const. of community
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 public has very high expectations from programmes the visiting officer has to face the anguish and resentment of public when such programmes don't get follow up. A sincere follow up is required from administrative side if success of such programme is reqd. 06/10
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Certified that the visiting officer, Sh. Arun Gupta has stayed in the Panchayat Devipur on 14/11/2023 to 15/11/2023

Signature of Sarpanch

Name ... Sarpanch

Pvt. Halqa Devipur

Block Bhilai - District

Signature of the Visiting Officer

Name ... Arun Gupta