

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

KEYFEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

vity	INSTRUCTIONS	ACTION POINTS
vity	Seeking details from the District team	<ul style="list-style-type: none"> a. Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in 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. c. Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in / www.jkpanchayat.jk.gov.in d. 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"> • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work e. Plans/ beneficiary lists: <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 f. Lists 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

Reach the Panchayat on day of visit.

1. To hold meetings with PRIs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure & implementation of Schemes as per Schedule 1A, 1B & Schedule-II.
2. Ensure that all front line workers of different deptts are present.
3. Ensure exhibition by different depts. about individual beneficiary schemes.
4. Inspect JKB/PSB counters/outlets.
5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity.
6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav.
7. Ensure saturation of soil health card and Golden Health Card under AyushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks.
8. Visit government establishments, i.e., Health facility, Education Institute, Aganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc.
9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigrani, Digital J&K, etc.
10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JJM, etc.
11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat.
12. Wherever possible, distribute employment letters for people selected under various government employments.
13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL toilets and payments CSCs & AMRIT SAROVARS.
14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved.
15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc.
16. Organize village-level cultural events to engage panchayat members.
17. Obtain a candid assessment about the performance of various deptts, including fair feedback about discrepancies in functioning.
18. Open discussion on Nasha 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.

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 Muk, Bhrashtachar Muk, Rozgar yukt J&K, besides carrying forward the activities during Jan Abhiyan and saturating them.

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

- a. Make full use of Centrally Sponsored Schemes.
- b. Saturation of individual beneficiary schemes.
- c. Self-employment schemes.
- d. Bank-linked schemes, including departmental subsidy schemes
- e. Empowerment and transparency through digital initiatives
- f. Effectiveness of grassroots machinery:
 - i. Patwari, VLW present and available.
 - ii. Available funds utilized in public interest and as per Gram Sabha resolutions.
 - iii. Fairness in governance.
 - iv. CSS/Individual beneficiary schemes, etc
 - v. Bhrashtachar Muk J&K.
 - vi. Nasha Muk, J&K.
9. The PRI members (Sarpanchs, Panchs, BDC Chairperson) shall be at the forefront of all activities and given due importance, and the approach should be to strengthen them and make them feel empowered. He/she shall ensure that the BDC Chairperson and Sarpanch/Panch are present at the time of inauguration and ceremonies.

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

Instruction for Field visit

FIELD VISIT

Facility	Purpose
Khidmat Centres	Create /Generate awareness on online services particularly G2C schemes Aapki Zamin AapkiNigrani, Beams, Janbhagidari, Digital J&K
JKB/PSB counters/outlets	a) Status of counter b) Number of visitors etc
Incomplete buildings/pro- jects	Verify whether identification and redistribution done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PMAY	Inspect, Inaugurate
My school, my pride progress; schools- water, toilets, staff	Visit, check for water, electricity, sanitation, meet students and staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify. Participate in at least one game in the playground
Har Gaon Hariyali, Planta- tion drive	Evaluate status, feedback
Village cultural event	Participate in ensure that it is held
Dangal/ Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of B2V
Jal Jeewan Mission verification- WSS/JSD Electricity supply	Verify

AWARENESS GENERATION ABOUT FLAG SHIP SCHEMES

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

FLAG SHIP SCHEMES

- | | | |
|-----|---|--|
| 1. | Ayushman Bharat- PMJAY | |
| 2. | Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission | |
| 3. | PM Awas Yojana (Rural) | |
| 4. | PM Ujjawala Yojana | |
| 5. | PM Vishwakarma | |
| 6. | PM 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 improvised technology in Village areas (SVANMITVA) | |
| 11. | Jan Dhan Yojana | |
| 12. | Jeevan Jyoti Bima Yojana | |
| 13. | PM KUSUM Yojana | |
| 14. | Suraksha Bima Yojana | |
| 15. | Atal Pension Yojana | |

ADDITIONAL FOCUS SCHEMES FOR TRIBAL DISTRICTS

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

Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.

1. SDGs AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY MARCH 2024
2. STATUS OF WORKS UNDER THE FOLLOWING GOALS

1. Clean and green village

- i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste. - **Yes**
- ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. - **No**
- iii. Has mapping of land use, water bodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason thereof. - **Yes**
- iv. Has the Climate Resilience Plan been developed for the GP? - **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. - **Yes (Planting of Trees & Soak Pit developed)**
- vi. Whether schools have started segregating waste. - **Yes**
- vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. - **Yes**

2. Healthy village

- i. Are meetings related to Village Health and Sanitation Committee being held regularly? - **Yes**
- ii. Do all the eligible individuals been provided the Golden Card? - **Yes**
- iii. Are all the Children being immunized as per the Schedule recommended by Govt. of India? - **Yes**
- iv. Are all the eligible individuals been vaccinated against COVID-19? - **Yes**
- v. Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal check-ups? - **Yes**
- vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? - **Yes**

3. Water-sufficient village

- i. Do all the IHHs in the Gram Panchayat have water pipeline connections? - **No**
- ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify. - **Yes Soak Pit was constructed (partially)**
- iii. Do all the IHHs in the Gram Panchayat have toilets? - **Yes**
- iv. Are all the IHHs toilets functional or not? - **Yes**
- v. Do all the Schools/Anganwadi centers have a toilet facility or not? - **Yes**
- vi. Are all the toilets in the schools/Aanganwadi functional or not? - **Yes**
- vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? - **No**

4. Child-Friendly village

- i. Do all the children under the age of 0-6 years been enrolled in the Anganwadi centers for pre-schooling? - **Yes**
- ii. How many Bal Sabha's were organized in the Gram Panchayat. - **02**

- iii. Whether the issues raised by Bal Sabha are addressed during the Gram Sabha. - **No**
 - iv. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? - **No**
 - v. Do all the schools under the Gram Panchayat have separate toilets for girls and boys? - **Yes**
5. **Village with good governance**
- i. Is CSC located in the Gram Panchayat Bhawan or not? - **No**
 - ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? - **Yes**
 - iii. Does the Gram Panchayat has its building or not? - **Yes**
 - iv. Is the Gram Panchayat office functional or not? - **No**
 - v. Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? - **No**
 - vi. Is Social Audit of earlier Schemes/Programs carried out or not? - **Yes**
6. **Poverty-free and enhanced livelihood village**
- i. Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No if yes specify - **No**
 - ii. Have all the eligible households registered in PDS or not? - **Yes**
 - iii. Has Gram Panchayat provided space for Self-help Groups in Panchyat Ghar for holding meetings or not? - **Yes**
 - iv. Have all the eligible households been registered for Pension or not? - **Yes**
 - v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? - **Yes**
 - vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? - **Yes**
 - vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? - **Yes**
7. **Socially secured village**
- i. Whether Gram Panchayat is maintaining data related to Differently Abled People? - **No**
 - ii. Is Gram Panchayat Office Disabled Friendly or not? - **No**
 - iii. Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? - **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**
 - v. Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? - **Yes**
 - vi. Are all the eligible households getting benefits from IAY or not? - **Yes**
8. **Engendered Development in Village**
- i. How many Mahila Sabha's were organized in the Gram Panchayat - **04**
 - ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan - **No**
 - iii. Whether GPs have taken steps for increasing women's participation in Gram Sabha - **Yes**
 - 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 - **475**
9. **Self-sufficient infrastructure in the village**

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. - **No**
- ii. Whether the Disaster management plan is available at the GP Level - **No**
- iii. Whether child-friendly park with required facilities is available in GP - **No**
- iv. Whether the GP has easy access to Godown for storage - **No**
- v. Whether street lights are provided in public places for ensuring safety - **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 Fasal Beema Yojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle
2	Rural Development Department	<ul style="list-style-type: none"> i. Establishment of Amrit Sarovar per Panchayat (Target/Achievement) ii. Saturation of all households in SHGs across all panchayats. iii. Number of works verified and completed during B2V-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/ IHHL 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, Janbhagidari & E-Unnat Portal 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 PMJJY, 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 "Aap Zameen Aap Ki Nigrani". iii. Achieving saturation of land passbooks. iv. Pending inheritance mutations to be completed. v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)
6	Health & Medical Department	<ul style="list-style-type: none"> i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme. ii. Swachh Hospitals- Clean Toilets and Junk free premises. iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht 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.

		<ul style="list-style-type: none"> vi. Number of BetiBachaoBetiPadhao events held. vii. Saturation of left out cases under disability pension, implants and tricycles etc. viii. Awareness about Drug Mukht Panchayats.
8	Forest, Ecology & Environment	<ul style="list-style-type: none"> i. Plantation drives under "Har Gaon Haryali" program. ii. Conservation of water bodies. iii. Forest for Fodder. iv. "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 Tivhar. iii. Promotion of local artists by way of organizing KaviSamaylan, 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 & Padega Bharat Tabhi Badega 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 (Nasha Mukht 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 MUMKIN scheme to be finalized.
16	Tribal Affairs	<ul style="list-style-type: none"> i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
17	Power Development Department	<ul style="list-style-type: none"> i. Distribution of Transformers. <ul style="list-style-type: none"> 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 B2V4/MTMP2 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.

		v. 100% Implementation of Skill strengthening for industrial value enhancement Scheme.
20	Cooperative	i. Formation of Primary Agriculture Credit Society (PACS) & Farmer Producer Organization (FPO) at Block level. ii. Holding Awareness Camps iii. Registration of new cooperative societies.
21	Science & Technology	i. Public awareness events (IEC) under Rooftop Solar Residential Sector. ii. Outreach and training of farmers for PM-KUSUM Scheme. iii. Installation of Stall for solar gadgets for mass awareness.
22	Public Works Department(R&B)	i. Connectivity of left out habitations under PMGSY. ii. Safe audit and inspection of all roads. iii. All major roads pothole free in the district.
23	ARI Trainings	i. Inspections carried to evaluate quality of work and grievances disposal, record keeping & Inventory management.
24	Mining	i. Monthly monitoring of E-Challans. ii. Awareness programmes about illegal mining. iii. Grant of quarry licence. iv. Identification of new minor mineral blocks.
25	Disaster Management	i. Number of grievances disposal of Relief Commissioner's Portal. ii. Training of 250 APDA MITRAS. iii. Training of volunteers under SDRF.
26	GAD	i. Ensuring Biometric attendance. ii. Online portal for purchase of property by J&K Government employees. iii. Monitoring complaints through fixed line telephone grievance cell PUKAR. iv. Action against false complaints.
27	Jal-Shakti Department	i. Providing of Functional Household Tap Connection (FHTC) to the left out areas. ii. Smart Billing- Online collection of water charges. iii. Ease of water connection amendment in legal provisions. iv. Implementation of Jal Jeevan Mission & Regular testing of all Schools & Aanganwaris for potable water.
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. ii. Mechanism for monitoring of cases at district level. iii. Steps for decriminalization of laws.
29	Public Grievance	i. Satisfaction level for grievances redressal. ii. Assessment of perception of departments among public iii. Key issues of concern leading to grievances to be identified.
30	Estates Department	i. Vacation/identification of all unsafe buildings. ii. Eviction of unauthorized occupants.
31	Hospitality & Protocol	i. Awareness programmes regarding eat right. ii. Capacity building/ training of the staff.
32	Floriculture Department	i. Awareness about yoga. ii. Training and awareness camps for farmers in commercial floriculture.
33	Information Department	i. Training of the Departmental Officials in Media and Communications. ii. Launch of Musical Talents. iii. Organizing photograph competition under Badalta J&K for public.
34	Industries & Commerce Department	i. PMEGP cases in which marginal money disbursed. ii. MSME registration on single window portal. iii. Registration of Artisans and weavers. iv. Training of youth in handicrafts and Handloom cooperatives. v. Achievements made under VishwaKarma Scheme.
35	Planning Development & Monitoring Department	i. Monitoring of CSS / Flagship Programmes. ii. Physical verification of completed projects/ works. iii. Monitoring of Aspirational Panchayat, Block and District programmes. iv. Awareness programme about registration of Births & Deaths. v. Panchayat development index rating verification.



Back² Village⁵

Governance at doorsteps

to 16th NOVEMBER, 2023.

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Sonia Vaid
2	Designation	Deputy Director (P&S)
3	Department	Food Civil Supply and Consumer Affairs Department
4	Place of posting	Directorate of FCS&CA, Jammu
5	Mobile No	9149565323
6	Email ID	dydirplanfcsca@jk.gov.in
7	Home District	Jammu
8	Dates of visit	14/11/2023 and 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	Kattal Batal
2	Local Government Directory(LGD) code of the Panchayat	57671/20591
3	Name of CD Block	Nagrota
4	Name of Tehsil	Nagrota
5	Name of District	Jammu

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	02
2	No. of hamlets in the Panchayat	09
3	No. of households in the Panchayat	782
4	Population (approx) of the Panchayat	4500 (approx.)

QUESTIONNAIRE FOR B2V5

Schedule-1 (B)

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

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	1. Jashod	AEA	Present	
2	Education	1. Niaz Kouser	Head Master	Present	
3	Food, Civil Supplies and Consumer Affairs	1. Pankaj Thakur 2. Sian Mohd	TSO FPS Dealer	Present	
4	Forest	1. Shail Singh	Guard	Present	
5	Health and Medical Education	1. Dr. Samridhi 2. Ranjana Kumari 3. Meena Kumari	BAMS EMPHW EMPHW	Present	
6	ICDS Department	1. Ruhi Rafiq 2. Jyoti Jamiwal 3. Santosh Kumari	Supervisor AWW AWW	Present	
7	Irrigation and Flood Control Department	1. Arun Sharma	Gang Coolie	Present	
8	Jal Shakti Department	1. Vijay Kumar	I/c PHE	Present	
9	Power Development Department	1. Nazir Ahmed	Line man	Present	
10	Public Works Department	1. Anjum Choudhary 2. Yash Paul	JE Work Supervisor	Present	
11	Revenue	3. Yash Paul 4. Sunny Kumar	Naib Tehsildar Patwari	Present	
12	Rural Development and Panchayati Raj	1. Chanchal Devi 2. Rajinder Kumar	Secretary Panchayat SO(P)	Present	
13	Skill Development	Nil	Nil		
14	Social Welfare Department	1. Najma Akhter	Conductress	Present	
15	Youth Services and Sports Department	Nil	Nil	Nil	
16	Fisheries	1. Balbir Singh	MTS	Present	
17	Sheep Husbandry	1. Faisal Qayoom	ASM	Present	
18	Animal Husbandry	1. Naresh Kundal	SA Trained	Present	
19	J&K Bank	1. Rupali Mahajan	Banking Associate	Present	
20	Election Cell	1. Vinod Kumar 2. Amanit	BLO BLO	Present Present	

QUESTIONNAIRE FOR B2V5

Schedule-II

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

1	Infrastructure of Panchayat Ghar	Single storied (not functional/locked)			
	a) Govt building/private	Government			
	b) New/need repairs	Need repairs			
	II. Furniture(Y/N)	Y			
	III. Computer/printer(Y/N)	Y (available but placed in BDO office as Panchayat Ghar is not functional)			
	IV. Internet (Y/N)	N			
	V. Telephone (Y/N)	N			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Y			
	VII. Water (Y/N)	Y			
	VIII. Electricity(Y/N)	Y			
2	Educational institutes	Y			
	a) Kindergarten	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	b) Primary	4	290	05	03 schools have Govt. building & 01 school have Private building
	c) Middle	4			
	d) High	0			
	e) Higher Secondary	1			
	f) College	0			
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		0	0	0	0
4	Healthcare facility	No. of sub-centers	No of PHCs	No of health & wellness centers	All 1 private building No of Institute having Govt. building
		6	169	0	
5	Bank branch(Y/N)	0	0	01	01
6	Availability of ATM (Y/N)	N	0	0	0
7	Khidmat center/ CSC (Y/N)	N	0	0	0
8	Patwarkhana(Y/N)	N	0	0	0
9	Village haat (Y/N)	Y	0	0	0
10	Playground(Y/N)	N	0	0	0
11	Ration shop (Y/N)	N	0	0	0
		No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01	3490	connected	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
13	Amrit Sarovars - details, location, condition	0	Location	Condition	Utilization
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Pandav Mandir in Narain Khori			
15	i. Whether Panchayat assets captured on e-Gram Sampda App (Y/N)	No			
	ii. Number of Asset captured	0			
	iii. Please mention assets	0			
	1.	0			
	2.	0			
	3.	0			
	4.	0			
	5.	0			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		0	0		
17	List of Underutilized Buildings- names	Name	Year of construction		
		1. Panchayat Ghar	2015-16		
		2. Community Hall	2015-16		

QUESTIONNAIRE FOR B2V5

Schedule-III

(STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT)

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET ELIGIBLE BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDENCY
1	Old Age pension	Social Welfare Department	117	117	
2	Widow pension	Social Welfare Department	38	38	
3	Disability pension	Social Welfare Department	13	13	
4	Status under Stunting Mukht	Social Welfare Department	Nil	Nil	
5	Status under wasting Mukht	Social Welfare Department	Nil	Nil	
6	Equipment's provided to Specially abled persons(implants, tricycles etc)	Social Welfare Department	01	01	
7	Digital Services provided	IT/ BDO/ CSC	NA	NA	
8	Daksh Kisan	Agriculture Department	60	60	
9	Kisan credit card	Agriculture Department	432	309	
10	PM KisanSammannidhi	Agriculture Department	209	209	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department	No such details are available		
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department			
13	JJM Implementation	Jai Shakti Department	Information not received		
	i. No of Household provided FHTC				
	ii. Har Ghar Jal village(s) certified (No.)				
14	No of Households electrified	PDO			
	PMAY- Gramin	RDD& PR	39	20	
15	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	465	465	
16	ODF Plus villages (No)	RDD& PR	40	40	
17	Targeted Sock pit completed	RDD& PR	0	0	
18	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed		20	20	
	ii. Number of Households involved		200	200	
19	Land Passbook Saturation	Revenue Department	950	950	
20	Pending Mutations	Revenue Department	0	0	
21	Domicile Certificates	Revenue Department	No pendency		
22	Persons identified drug addicts	BDO/ Sarpanch	0	0	
23	Awareness camps for de-addiction conducted	BDO/ Sarpanch	02	02	
24	Drugs Addicts rehabilitated	BDO/ Sarpanch	0	0	
25	Golden Health Card under Ayushman Bharat	Health Department	3098	3098	
26	Janani suraksha yojana	Health Department	56	56	
27	Status under Anaemia Mukht	Health Department	120	120	
28	Status under Leprosy Mukht	Health Department	0	0	
29	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	13	13	
30	Number of AyushmanSabras held	Health Department	07	07	
31	Out of School Children brought to Schools	School Department	Nil	Nil	
32	Number of students still out of Schools	School Department	Nil	Nil	
33	Persons educated through bridge courses	School Department	Nil	Nil	
34	Household using clean cooking fuel (LPG)	FCS & CA	782	726	
35					

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)	Government
3	Availability of Staff	
	a) Doctor	01
	b) Paramedical	02
4	No of patients attended during the month	300
5	Status of medicine availability	Yes
6	Special medical camp held, if any	Yes
7	Status of Immunization	100%
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	100%
10	Non- Institutional deliveries in Panchayat (Current Year)	0%
11	Other	NA
12	Remarks of the Visiting Officer	

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govty. High School Kartal Battal
2	Type of building (Govt./ Private)	Government
3	Availability of Staff as per sanctioned strength	31
4	Enrolment of the School	
	a) Boys	135
	b) Girls	155
5	Availability of play ground	Yes
6	Availability of drinking water	Dearth of water
7	Availability of electricity	Yes
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Slogan writing & Painting Competition
10	Other	NA
11	Remarks of the Visiting Officer	

III. Anganwari Center:

S. No	Particulars	Status
		Kattal Battal (Ward no. 04)
1	Location of Anganwari Center	
2	Number of children enrolled	12
	a) Boys	14
	b) Girls	
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	Both are present
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Yes
7	Availability of timely Ration	Yes
8	Availability of Functional toilet	Yes
9	Availability of tap connection	Yes
10	Availability of electricity connection	Yes
11	Number of children stunted	Nil
12	Number of children wasted	Nil
13	Any Other	NA
14	Remarks of the Visiting Officer	

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Zindlaid (Wardno. 02)
2	Government / Private	Government
3	Name of the dealer (in case of Private)	Sain Mohd.
4	No of registered beneficiaries	3490
5	No of beneficiaries drawing Ration from the store	2884
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	Yes
8	Availability of ration	Nil
9	Any Other	NA
10	Remarks of the Visiting Officer	

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Nagrota Toll Post
2	No of Accounts in the branch	Information not received
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	Nil
7	Any Other	
8	Remarks of the Visiting Officer	NA

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	NA
2	Condition of Amrit Sarovar	NA
3	Details of repair undertaken, if any	NA
4	Utilization of Amrit Sarovar	NA
5	Any Other	NA
6	Remarks of the Visiting Officer	

VII. Playground:

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

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	Nagrota
2	Government/ Private building	Private building
3	Land passbook saturation	100%
4	Pending mutations	Nil
5	Any Other	Nil
6	Remarks of the Visiting Officer	

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Katal Barai
2	Name of the beneficiary	List enclosed
3	Status of the house (completed/ in-use/ under-construction)	20 houses completed out of 39 which are in progress.
4	Any Other	NA
5	Remarks of the Visiting Officer	

X. Soak pits/ Compost pits:

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

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	NA
2	No of online services provided by the CSC	NA
3	No of persons approached for services	NA
4	Any Other	NA
5	Remarks of the Visiting Officer	

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Good
2	Transport	Good
3	Electricity	Good
4	Drinking water	Good (needs improvement)
5	Cleanliness	Good
6	Sports facility (Playground)	Nil (Required)
7	Any Other	NA

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

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

QUESTIONNAIRE FOR B2V5

Schedule-VI

(SDG THEME ADOPTED BY THE PANCHAYAT)

Particulars	Status
1. SDG Theme adopted by the Panchayat	Clean & Green Village & Healthy Village
2. Activities undertaken under the Theme (as per instruction manual)	Baal Sabha, Mahila Sabha and pledges undertaken
3. Status of activities undertaken	Being implemented
4. Visible impact of the Activities	Awareness generated
5. Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6. How many activities of SDG have been covered under GPDP	04
7. Bottlenecks, if any, faced in the achievement of SDG Theme	Cleanliness
8. Remarks of the Visiting Officer on the status SDG Theme	SDG Theme has been implemented and awareness has been generated regarding SDG

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
	1	Construction of culvert from House of Lal Singh to ward no. 06 to ward no. 01
	2	Construction of Tractor road from Kheri to Thalal.
	3	
	4	
	5	
B	Impact of B2V1 to B2V4	
	1	Culvert from House of Lal Singh to ward no. 06 to ward no. 01 had constructed
	2	Tractor road from Kheri to Thalal had constructed.
	3	
	4	
	5	
C	Challenges in the Panchayat	
	1	Community Hall and Panchayat Ghar needs to be made functional.
	2	Protection Work required for protection of land/property at various places.
	3	GHS Kattal Battal needs urgent repairs and resolution to problem of water scarcity.
	4	Black Topping of interlinking roads.
	5	
D	Suggestions if any	
	1	Panchayat Activities being conducted in school which affects its functioning so Rural Development Department needs to look into the matter
	2	Revenue Department needs to prepare the estimates and incorporate the same under relevant heads.
	3	Directorate of School Education Department Jammu needs to do the needful in the matter
	4	PWD (R&B), Jammu needs to do the needful.
	5	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS		
1	Health Department	
2	Food And Supply and Consumer Affairs Deptt	
3	Rural Development Department	
2. LEAST RESPONSIVE DEPARTMENTS		
1		
2	As no complaint again any of the Deptt. has been reported	
3		

ii. FEEDBACK ON UT INITIATIVES

General Public is satisfied with the working of all government Deptt.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	1. Panchayat Bhava & Community Hall are not functional. 2. Water Scarcity
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	1. Repair/ Renovation of BHS Katal Batal. 2. Protection work at various places
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)	Detail is enclosed as annexure. A
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	08.
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Certified that the visiting officer B2V5 Sonia Vaid has stayed in the PYT for 2 days.

Signature of Sarpanch

R. K. Jamwal
Name..... Sarpanch.....
Pyl. Halqa Katal Batal
Block Nagrota

Signature of the Visiting Officer

Name..... [Signature] 15/11/2023

S.No.	Assessment (Issues Requiring Immediate Attention)	Suggestions
1.	Community Hall and Panchayat Ghar need to be made functional.	Rural Development Department needs to look into the matter.
2.	Protection Work required for protection of land/property at various places.	Revenue Department needs to prepare the estimates and incorporate the same under relevant heads.
3.	GHS Kattal Battal needs urgent repairs and resolution to problem of water scarcity.	Directorate of School Education Department Jammu needs to do the needful in the matter
4.	Black Topping of interlinked roads	PWD (R&B), Jammu needs to do the needful.

82452023

Date: → 14/11/2023

NameDesignationPhNoSignature

- 1) Dr. Samirchi (C40) 8717077079.
- 2) Santosh Kumar ANW 9858204805
- 3) Ruchi Rajag Supervisor 9682587470
ICDS
- 4) Santosh Kumar ANW 9796056267
- 5) Sonia Thakur ANW 7006653074
- 6) Pooja Sharma ANW 9622378764
- 7) Jyoti Jammwal ANW 9796408042
- 8) Monika Sharma ANW 9697285622
- 9) Anu Sharma Gang (Coordi 9469095316
(Jt FC Dep)
- 10) Ashok Kumar Fgd. 9906215321

RuchiSantoshSonia ThakurPoojaJyoti JammwalMonika SharmaAnu SharmaAshokAshok

11. Ranjana Kumari FHPHW 9419202803
Health Deptt.

Ranjana

12. Meena Kumari ASHA 9596686685
Worker

Meena

13. Kailash Kumar ASHA 9858670975

Kailash

14. Anita Jammwal Manager 9419282763
(Jandiyabank Nagaria)

Anita

15. Nisha Verma Teacher 9419209288
(GHS Katal Bata)

Nisha

Name	Designation	PH NO	Signature
Rupali Mahajan	Banking Associate (S2K Bank) Nagrat	7889854169	Rupali
17. Niaz Kousar	Hot G.H.S. Katal Balab	9596673004	Niaz Kousar
18. Bashir Ahmed	Tr. Frontline worker	8082861958	Bashir
19. Vinod Kumar	Tr. BLO	9419828247	Vinod
20. Amanit Hussain	Tr. BLO	9419273193	Amanit
21. Barkat Ali	Tr. BLO	9149567959	Barkat
22. Aman Ali		8082807315	Aman
23. Sunny Kumar	Revenue Dept. Patwari	7051022684	Sunny
24. Faizal Qayoom	Asst. (Sheep Husbandry Dept)	7006481004	Faizal
25. Jasho 2	ASAC (Agriculture)	9419124796	Jasho
26. Lal Chand	Forch. W. G. CAPD		Lal Chand
27. Saim Mohd	(Animal Husbandry Dept)		Saim
28. Nareesh Kundal	SA Trained	7889311838	Nareesh

Abdul Sathar PWD 9906141626

Ab. Sathar

30 Mangat Ram Chokidar 8493874032

31 Subanghi Chander Gangooli 9596837249

32 Madan Lal Lokar 9889620717

33 Rajendra Lamba. Jhal. Katal, Batahi 9596482527

34

35 Vishup Jemwel.

8082587011

Paul

36 Ved Kumar

Paul

37 Lalchand. Panch w. No 8.

9469540968

9906384713

Paul

38 Vikram Sharma w. No 7

7889563262

Sharma

39 Latif Mohd Fishers

9196240952

Paul

40 Bulbir Singh Fishers HTS

8492001451

Panch Ward No: 1
Katal Batahi
Nagrota

41 Er. Anjum Chowdhary Jr. Engineer PWD

9419119185

Paul

42 Yash Paul

Workshop Supervisor PWD

9419131269

Paul

43 Hasi Ram B. Lo 93

9469141995

Paul

44 Nazama Akhter Conductor

Social Welfare



Paul

9697989676

Sharma Pajetha
Junior Assistant
TSO

FCSA 700822241
FCSA 985822222
14/11/2023

Back to village 15/11/2023

1. Sunny Kumar Patwari (Revenue Deptt) 7051022684 Sunny
2. Parveen Akhter. 9858257468 Parveen
3. Aameena Akhter. 9797549060 Aameena
4. Shamim Begum 9906656390 Shamim
5. Shabina Akhter 9797549060 Shabina
6. Jamul Devi  Jamul Devi
7. Bashir Ahmed To. Bashir Ahmed
8. Subash chander (irrigation) 882861958 Subash
9. Ashok Kumar. Forest Deptt 9596837249 Ashok
10. Ma 9906215321 Ma
10. Abdul Salas (P. W. D) 9906141626 Abdul Salas
11. Mangat Ram. (Choki Das) 8419387432 Mangat Ram
12. Shail Singh. Forest Deptt 8492032381 Shail Singh
13. Er. Anjum Chowdhary PhD J-Engineer. 9419119185 Anjum Chowdhary
14. Yash Paul PhD W/Supervisor 9419131269 Yash Paul
15. Naresh Khandelwal Animal Husbandry M-Ts Deptt. 7889311839 Naresh Khandelwal
16. श्रीशर्मा देवी Pauch. w/o 2 Shri Sharma Devi
17. Pushpa Devi  Pushpa Devi
18. Arun Sharma (Irrigation) (Gray Coll) 6005708896 Arun Sharma
19. Jashu (Agriculture) 9419124796 Jashu
20. Mohd Zafar 8899387496 Mohd Zafar
21. Samir Sharma FCSA JA 706832241 Samir Sharma
22. Pankaj Tiwari Panna 750 9858222222 Pankaj Tiwari

Mita Jarnwal — 7051302682

Rajinder Singh — 8082117552

Manisha Devi — 8492959406

Vandhana Rajput 8899449778

Niaz Kousar H/M 8596673004

Paramdeep Singh Field Asst. CSS Horticulture 8006890658

Tarun Gupta IEC Dept. (DIC Jammu)

IPO

Ranjana Kumari Health Dept. FMPHW

9797353683

Not in Number
Bar

9419202803

Meena Kumari Edu. Dept. Lib. Asst.

9419208740

15/11/2027