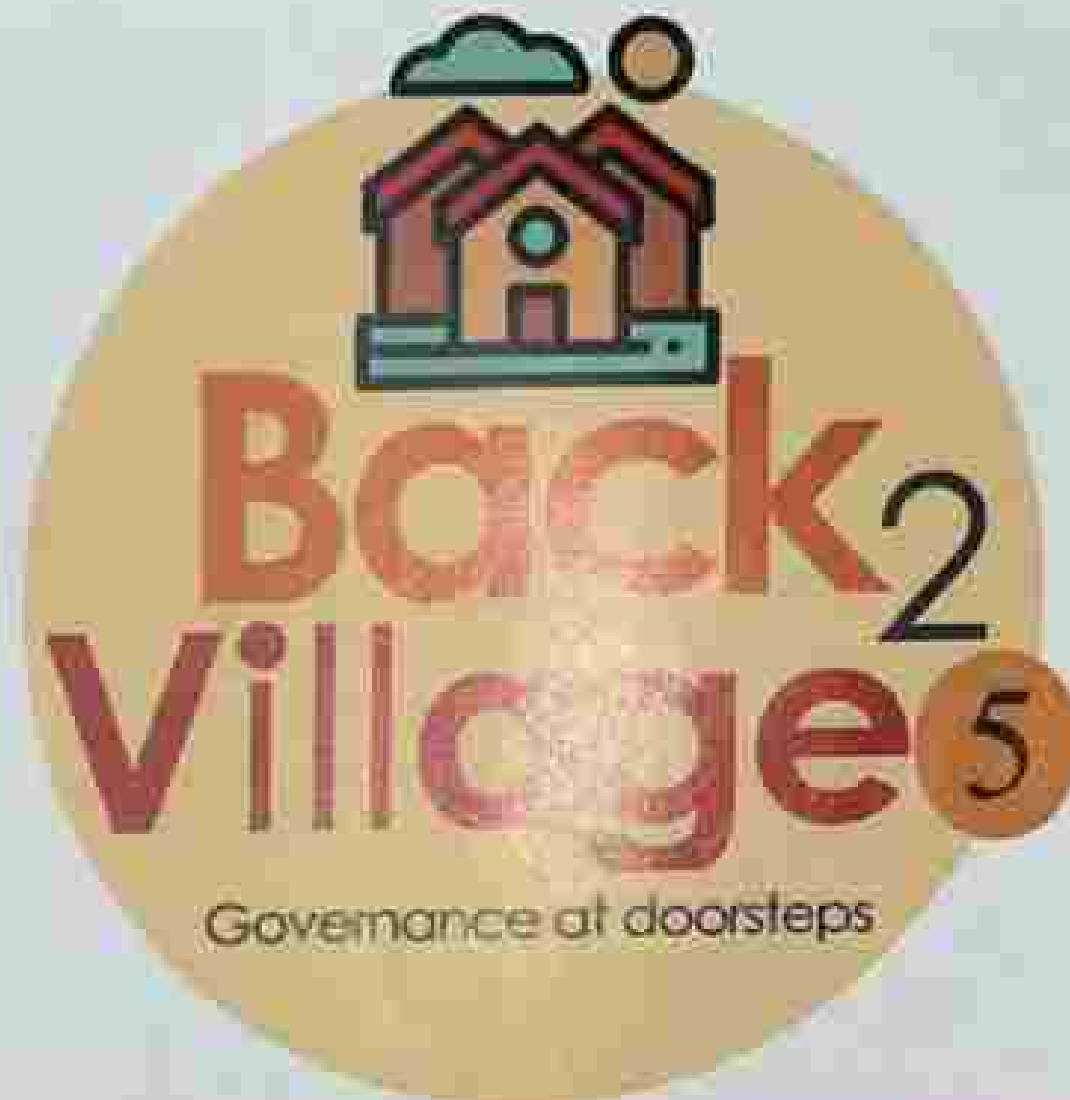


# INSTRUCTION MANUAL FOR B2V5



7<sup>th</sup> to 16<sup>th</sup> NOVEMBER, 2023.

Block Bhalwal Panchayat Seri Panditan

Name of Visiting Officer Shafiq Ahmed Designation Additional Secretary

**DISTRICT ADMINISTRATION JAMMU**

## KEYFEATURES

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

## INSTRUCTIONS FOR THE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	Seeking details from the District team	<ol style="list-style-type: none"> <li>Take print outs of filled booklets of B2V1, B2V2 and B2V3 &amp; B2V4 from <a href="http://www.jkpanchayat.jk.gov.in">www.jkpanchayat.jk.gov.in</a> or <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a></li> <li>Also take print outs of the summarized excel sheets of the previous phases from <a href="http://www.jkpanchayat.jk.gov.in">www.jkpanchayat.jk.gov.in</a> or <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a> ATRs on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner.</li> <li>Take prints of blank 2 booklets of B2V5 from <a href="http://www.jkpanchayat.in">www.jkpanchayat.in</a> /<a href="http://www.jkpanchayat.jk.gov.in">www.jkpanchayat.jk.gov.in</a></li> <li>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"> <li>• PRI grant</li> <li>• District Plan</li> <li>• UT plan</li> <li>• MGNREGA</li> <li>• Other schemes of other departments</li> <li>• Any other work</li> </ul> </li> <li>Plans/ beneficiary lists: <ul style="list-style-type: none"> <li>• MGNREGA draft plan document for the year 2023-24.</li> <li>• List of Awaas+ beneficiaries alongwith IHHL Convergence</li> <li>• List of pension beneficiaries.</li> <li>• List of SHGs</li> <li>• List of agriculture scheme beneficiaries</li> </ul> </li> <li>Lists of beneficiaries for: <ul style="list-style-type: none"> <li>• Various certificates/ benefits to be distributed by the visiting officer.</li> <li>• Any other activities identified by different departments</li> </ul> </li> </ol>

<p>Activity 2</p>	<p>Reach the Panchayat on day of visit.</p>	<ol style="list-style-type: none"> <li>1. To hold meetings with PRIs, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure &amp; implementation of Schemes as per Schedule 1A, 1B &amp; Schedule-II.</li> <li>2. Ensure that all front line workers of different deptts are present.</li> <li>3. Ensure exhibition by different depts. about individual beneficiary schemes.</li> <li>4. Inspect JKB/PSB counters/outlets.</li> <li>5. Participate/ensure organization of sports activity in playfield, talent hunt cultural event/youth activity.</li> <li>6. Ensure awareness generation about PM Vishwakarma scheme and AyushmanBhav.</li> <li>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.</li> <li>8. Visit government establishments, i.e., Health facility, Education Institute, Anganwadicenters, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, PatwarKhana, etc.</li> <li>9. Inspect Khidmat (CSC) Centres and create/generate awareness on online schemes, especially G2C schemes like BEAMS, Janbhagidari, Aapki Zamin Aapki Nigrani, Digital J&amp;K, etc.</li> <li>10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JJM, etc.</li> <li>11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat.</li> <li>12. Wherever possible, distribute employment letters for people selected under various government employments.</li> <li>13. Conduct social audit of works under following schemes: MGNREGA, PMAY, IHHL toilets and payments CSCs &amp; AMRIT SAROVARS.</li> <li>14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved.</li> <li>15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc.</li> <li>16. Organize village-level cultural events to engage panchayat members.</li> <li>17. Obtain a candid assessment about the performance of various deptts, including fair feedback about discrepancies in functioning.</li> <li>18. Open discussion on Nasha Mukht Abhiyan, corruption-free Panchayat, etc.</li> <li>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.</li> </ol>
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## GENERAL INSTRUCTIONS

1. The visiting officer shall spend at least three days in a Gram Panchayat to assess the details of the Gram Panchayat comprehensively.
2. He/She shall refrain from giving or offering any commitment on behalf of the government and shall adopt an unbiased attitude in reporting issues. As far as possible, his/her observation should be based on a fair and analytical view emerging from his/her interaction in the village.
3. He/She is going to the Panchayat as a planning officer, not for sanctioning any works or for making any commitments.
4. While preparing the Gram Panchayat development plan, he/she has to ensure that demands are prioritized and reflected under available schemes, wherever necessary the larger works are to be referred to administrative deptt under CSS/UT plans under intimation to DCs, and the rest of the works to DCs for reflecting it under district/CSS plans.
5. His/her work shall be hard-core planning and audit and is not a PR exercise.
6. Every Deputy Commissioner has to ensure that at least one RDD official (ideally Panchayat Secretary) is present in every panchayat with relevant panchayat records, to ensure the conduct of all activities as planned. Panchayat-wise orders need to be issued in advance.
7. The BDO has to ensure that Gram Sabha is held during the visit of the officer in the panchayat and uploaded on Vibrant Gram Sabha Portal.
8. The visiting officer should ideally carry his/her laptop to complete the reports at the Panchayat level itself and upload the final report, duly signed both by the Sarpanch and by the visiting officer on the [www.jkpanchayat.jk.gov.in](http://www.jkpanchayat.jk.gov.in) portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha Mukta, Bhrashtachar 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. Bhrashtachar 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](http://www.jkpanchayat.in) / [www.jkpanchayat.jk.gov.in](http://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 Aapki Nigam, Beams, Janbhagidari, Digital J&K
JKB/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
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 / staff
Swachh SBM	Evaluate
Panchayat play ground, Sports kits distribution Village games	Ensure, verify, Participate in at least one game in the playground
Har Gaon Hariyali, Plantation drive	Evaluate status, feedback
Village cultural event	Participate 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 KisanSamman 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.
- 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 IHHs 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 IHHs in the Gram Panchayat have toilets? Yes/No
- iv. Are all the IHHs 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/Aanganwadifunctional 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.



- 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"> <li>i. Awareness programmes regarding the establishment of Bee Colonies/ Mushroom farms.</li> <li>ii. Ensuring saturation of Kissan Credit Cards (KCC) &amp; Soil Health Cards (SHC).</li> <li>iii. Awareness about G.I. Tagging of agriculture crops.</li> <li>iv. Issuing sanction letter to the beneficiaries for providing farm Machinery equipment.</li> <li>v. Distribution of seedling and seeds including Rabi seeds, lavender seeds.</li> <li>vi. Implementation of FasalBeemaYojna (Crop Insurance)</li> <li>vii. Issuing sanction letters for insurance of the Cattle</li> </ul>
2	Rural Development Department	<ul style="list-style-type: none"> <li>i. Establishment of AmritSarovar per Panchayat (Target/Achievement)</li> <li>ii. Saturation of all households in SHGs across all panchayats.</li> <li>iii. Number of works verified and completed during B2V-I, II, III &amp; IV.</li> <li>iv. Achieving 100% social audit of PMAY.</li> <li>v. 100% verification of ODF plus model villages- door to door collection mechanism, segregation shed, PWMU, soakage/compost pits for all households</li> <li>vi. Achieving PMAY/IHHL Saturation.</li> <li>vii. Status of Drug Free/Corruption free Panchayats</li> <li>viii. Organizing of various sports events at the Panchayat level.</li> </ul>
3	Information Technology	<ul style="list-style-type: none"> <li>i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated.</li> <li>ii. Awareness about BEAMS, Janbhagidari &amp; E-UnnatPortal etc.</li> <li>iii. Hoardings, Wall paintings in all panchayats about Digital J&amp;K &amp; Services.</li> <li>iv. Organizing of one CSC Camps per panchayat.</li> <li>v. Assistance to be provided in enrolment for User Services, Golden Card, Domicile Certificates etc.</li> </ul>
4	Finance Department	<ul style="list-style-type: none"> <li>i. Number of Aadhaar Linked accounts under PMJJY, PMSBY, APY &amp; PMJDY.</li> <li>ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&amp;K Bank, EDI and Labour.</li> <li>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.</li> <li>iv. Awareness programme about GST Registration, Biometric verification of Tax Payers etc.</li> </ul>
5	Revenue Department	<ul style="list-style-type: none"> <li>i. Awareness programme about Management legacy data of registration &amp; Delivery of registration documents online to the citizens by the Tehsildar concerned.</li> <li>ii. Information campaign for popularization of "AapZameenAap Ki Nigrani".</li> <li>iii. Achieving saturation of land passbooks.</li> <li>iv. Pending inheritance mutations to be completed.</li> <li>v. Functionality of the Patwarkhanas. (No of Patwarkhanas made functional)</li> </ul>
6	Health & Medical Department	<ul style="list-style-type: none"> <li>i. Saturation of Golden Cards under PMJAY/ SEHAT Scheme.</li> <li>ii. Swachh Hospitals- Clean Toilets and Junk free premises.</li> <li>iii. Awareness programmes about Anaemia Mukht, TB Mukht, and Stunting Mukht Panchayats.</li> <li>iv. Screening of School Children.</li> <li>v. Awareness about screening of NCD (Non communicable disease).</li> </ul>
7	Social Welfare	<ul style="list-style-type: none"> <li>i. Geo-tagging of established Child Care Institutions.</li> <li>ii. Saturation of Old Age Pension ISSS/NSAP.</li> <li>iii. Number of Disability Cards (UDID) digitized.</li> <li>iv. 500 Anaemia check-up camps to be conducted.</li> <li>v. Number of Aanganwari Beneficiaries Aadhar Seeded.</li> </ul>

		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	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	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	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 KaviSamayan, Painting competitions etc.
11	Labour & Employment	i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fares 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 TabhiBadega 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 (NashaMukht 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 MUMKIN scheme to be finalized. <b>ARTD</b>
16	Tribal Affairs	i. Organizing of Tribal Artisan Mela in each District. ii. Saturation of Scholarship Schemes.
17	Power Development Department	i. Distribution of Transformers. a) Check Unique Number <b>Yes</b> b) Identify DTS with low oil and top oil <b>Yes</b> c) Identify DTS with load imbalance <b>OK</b> d) Replace Non Standard fuses standard fuses. <b>OK</b> e) All pending electrical accidental claim cases to be resolved and disbursed. <b>1 Case showing</b> f) Removal of damaged transformers. <b>At a time</b>
18	Food, Civil Supplies and consumer affairs	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	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.

## QUESTIONNAIRE FOR B2V5

### Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

#### A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Shafiq Ahmed
2	Designation	Additional Secretary
3	Department	Science & Technology
4	Place of posting	Civil Sect. Jammu
5	Mobile No	94191 72662 / 8825016063
6	Email ID	ahmedshafiq1983@gmail.com
7	Home District	Rajouri
8	Dates of visit	14-11-2023

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](http://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	Seri Panditan
2	Local Government Directory(LGD) code of the Panchayat	240534
3	Name of CD Block	Bhalwal
4	Name of Tehsil	do-
5	Name of District	Jammu

#### C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	03
2	No. of hamlets in the Panchayat	06
3	No. of households in the Panchayat	<del>2600</del> 600(+)
4	Population (approx) of the Panchayat	4600 (as per Census 2011)

# 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 booklet is handed over to the DC)

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Ajayan Mahajan	JEO	Present	
2	Education	Kala Ram	Jr. Asstt.	Present	
3	Food, Civil Supplies and Consumer Affairs	Dhoni Ram / Champa	Ration Dealer	Present	
4	Forest				
5	Health and Medical Education	Dr. Anagata Rajput	MLMP	Present	
6	ICDS Department	Dhoni Ram / Champa	Ration Dealer	Present	
7	Irrigation and Flood Control Department	Suresh Choudhary	JE		
8	Jal Shakti Department	Rajul Salgotra	J.E	Present	
9	Power Development Department	Rajesh Kumar	PEM	Present	
10	Public Works Department	Mohd. Salim	J.E	Present	
11	Revenue	Sudeep Kumar	Ration Dealer	Present	
12	Rural Development and Panchayat Raj	Chetan Chandel	Panchayat Secretary	Present	
13	Skill Development				
14	Social Welfare Department	Kamal Gupta	S	Present	
15	Youth Services and Sports Department				
16	Others	Vishal Mishra (A.H)	MTS	Present	
17					
18					
19					
20					

# QUESTIONNAIRE FOR B2V5

## Schedule-II

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

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	Govt. Building.			
	b) New/need repairs	Need Repair			
	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 ghar) (Y/N)	No			
	VII. Water (Y/N)	No			
	VIII. Electricity(Y/N)	No			
2	Educational Institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	NIL			
	b) Primary	2	30	NIL	Govt.
	c) Middle	2	85	NIL	Govt.
	d) High	1	100	NIL	Govt.
	e) Higher Secondary	-	-	-	-
	f) College	01			Govt.
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		02	01	01	01
5	Bank branch(Y/N)	No			
6	Availability of ATM (Y/N)	Yes			
7	Khidmat center/ CSC (Y/N)	Yes			
8	Patwarkhana(Y/N)	Yes			
9	Village haat (Y/N)	No			
10	Playground(Y/N)	No			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
	Yes	03	550	Yes (Connecting online)	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		05		Yes	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		No. of 2 Amrit Sarovar	Chak Road	Complete	
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	NIL			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	05			
	iii. Please mention assets				
	1.	Composite pit			
	2.	Panchayat Ghar			
	3.	Personnel Shed.			
	4.	Health Center			
	5.	School Building			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Community Hall Near PHC	2007.		
17	List of Underutilized Buildings- names	Name	Year of construction		
		Am. One	2007		



# QUESTIONNAIRE FOR B2V5

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

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET ELIGIBLE BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASONS FOR PENDING
1	Old Age pension	Social Department Welfare	195	195	-
2	Widow pension	Social Department Welfare	27	27	-
3	Disability pension	Social Department Welfare	27	27	-
4	Status under Stunting Mukht	Social Department Welfare	NA	NA	-
5	Status under wasting Mukht	Social Department Welfare	NA	NA	-
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	1	1	-
7	Digital Services provided	IT/ BDO/ CSC	N/A	05	-
8	Kisan Kisan	Agriculture Department	NA	NA	-
9	Kisan credit card	Agriculture Department	325	135	-
10	PM Kisan Sammanidhi	Agriculture Department	435	325	-
11	Employment Saturation (PMEGP, Tejasvani, Munkhi, Mission Youth, Himmat, etc)	Employment Department	N/A	N/A	-
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	N/A	N/A	-
13	JIM Implementation	Jal Shakti Department			
	I. No of Household provided PHTC	JIM Scheme in Progress	Tendered		-
	II. Har Ghar Jal village(s) certified (No.)	Scheme in Progress			-
14	No of Households electrified	PDD	920	920	-
15	PMAY- Gramin	RDO & PR	30	30	-
16	SBM Gramin- IHHL functional (Household toilets)	RDO & PR	12	12	-
17	ODF Plus villages (No)	RDO & PR	423		-
18	Targeted Sock pit completed	RDO & PR	10	10	-
19	JKRHM:	RDO & PR			
	I. Number of Self Help Groups formed		21	21	-
	II. Number of Households involved		-	215	-
20	Land Passbook Saturation	Revenue Department	NA	600	-
21	Pending Mutations	Revenue Department	NA	07	07
22	Domicile Certificates	Revenue Department			
23	Persons identified drug addicts	BDO/ Sarpanch	NA	NIL	-
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	NA	NIL	-
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	NA	NIL	-
26	Golden Health Card under Ayushman Bharat	Health Department	1649	1474	Adhar card not available
27	Janani Suraksha yojana	Health Department	12	12	-
28	Status under Anaemia Mukht	Health Department	1649	1611	38 under 6mgs not covered
29	Status under Leprosy Mukht	Health Department	1649	0	-
30	Number of Ayushman Helix organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	4 per month	611	-
31	Number of Ayushman Sabas held	Health Department	1 per month		-
32	Out of School Children brought to Schools	School Department Education	-	32	-
33	Number of students still out of Schools	School Department Education	-	16	-
34	Persons educated through bridge courses	School Department Education	-	NIL	-
35	Household using clean cooking fuel (LPG)	FCS & CA	-	200	-



# QUESTIONNAIRE FOR B2V5

## Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

### I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health & Wellness Center - Seri Pandit
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff a) Doctor b) Paramedical	a) Dr. Aprajita Roychoudhury [MLHP] b) Parveen Akhtar FMPHW, Sakshi Kaur FMPHW
4	No of patients attended during the month	438
5	Status of medicine availability	Adequate
6	Special medical camp held, if any	4 per Month
7	Status of Immunization	All children are immunized till date including migration population
8	Participation of health worker in Village Health and Nutrition Day	Thursday of every month
9	Institutional deliveries in Panchayat (Current Year)	12 till date w.e.f 13 April 2023
10	Non- Institutional deliveries in Panchayat (Current Year)	Nil
11	Other	
12	Remarks of the Visiting Officer	Functioning of H & ME is Satisfactory

### II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt. High School Seri Pandit
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	21
4	Enrolment of the School a) Boys b) Girls	Boys - 69 Girls - 58 = Total = 127
5	Availability of play ground	Yes
6	Availability of drinking water	Yes
7	Availability of electricity	Yes
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Yes
10	Other	-
11	Remarks of the Visiting Officer	Shardha archana needs maintenance & availability play ground in HSS Seri is required.

### III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Gesi Panditana 'D' Ramli Mohalla
2	Number of children enrolled	14
	a) Boys	8
	b) Girls	6
3	Status of Building (Private/ Govt.)	Private
4	Availability of Helper/ worker	07 / 09
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	No
12	Number of children wasted	No
13	Any Other	Nil
14	Remarks of the Visiting Officer	Total 10 AWCs are functioning in P.Y. Serai Panditana. All functioning well.

### IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	
2	Government / Private	Private
3	Name of the dealer (In case of Private)	Bhauri Kaur
4	No of registered beneficiaries	24
5	No of beneficiaries drawing Ration from the store	400 +
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	Yes
8	Availability of ration	Yes
9	Any Other	Nil
10	Remarks of the Visiting Officer	Total 04 no. of CAPD stores are functioning satisfactorily.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Chak Changanwan
2	No of Accounts in the branch	5374
3	No of persons applied under various self-employment schemes	23
4	No of cases sanctioned under various self-employment schemes	13
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	13
6	Availability of ATM	Yes
7	Any Other	
8	Remarks of the Visiting Officer	Opening of Bank Branch / JKB / EDB JRB 2 ATM is required.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Near Panchayat Ghos, Canal Road
2	Condition of Amrit Sarovar	Constructed
3	Details of repair undertaken, if any	Two No. of Amrit Sarovar has been repaired with grouting.
4	Utilization of Amrit Sarovar	Satisfactory.
5	Any Other	Nil
6	Remarks of the Visiting Officer	Repair / Renovation is satisfactory

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Nil
2	Condition of Playground	
3	Utilization of Playground	
4	Any Other	
5	Remarks of the Visiting Officer	At least 2 no. of playgrounds is required

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	At Panchayat Ghos
2	Government/ Private building	Government
3	Land passbook saturation	Complete
4	Pending mutations	07
5	Any Other	
6	Remarks of the Visiting Officer	Separate partwarkhana is required in GP

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Near Dasdehar / Chate Bhatnagar
2	Name of the beneficiary	Ramesh Kumar
3	Status of the house (completed/ in-use/ under-construction)	Complete
4	Any Other	
5	Remarks of the Visiting Officer Work of ac fary	PMAY is satisf-

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Near Pachayat Ghar,
2	Name of the beneficiaries	Rajeev Damsal
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Complete
4	Any Other	
5	Remarks of the Visiting Officer works executed satisfact- only.	

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Near Pachayat Main Road
2	No of online services provided by the CSC	05
3	No of persons approached for services	50
4	Any Other	
5	Remarks of the Visiting Officer Satisfactory	

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Satisfactory
2	Transport	POB
3	Electricity	Satisfactory
4	Drinking water	do
5	Cleanliness	do
6	Sports facility (Playground)	Nil
7	Any Other	Nil

# 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	Yes
	2. Skits, Songs, Dramas	No
	3. Local Folk programme / Show	NO
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	Yes
B	Sports Activities	
	1. Sports Event	Yes
	2. Distribution of sports kit	Yes
C	Inaugurations (If any)	
	PMAY house	Complete
	Segregation Sheds	And on
	Amrit Sarovar	Complete
	JJM Assets	Tendered
	Compost/ Soak Pits	Complete
	PMGSY / MGNREGA works	Satisfactory
	Any other	Nil
D	Distribution of certificates	
	Self Employment Schemes	Establish
	Land Pass books	Yes (complete upload at site)
	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	under taken

## QUESTIONNAIRE FOR B2V5

Schedule-VI  
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean & green Village
2	Activities undertaken under the Theme (as per instruction manual)	Plantation and Cleanliness drive at Panchayat Office & Schools.
3	Status of activities undertaken	All Activities done at panchayat-level
4	Visible impact of the Activities	All area are cleaned and fully hygien.
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	03
7	Bottlenecks, if any, faced in the achievement of SDG Theme	No
8	Remarks of the Visiting Officer on the status SDG Theme	Overall Satisfactory

# QUESTIONNAIRE FOR B2V5

Schedule-VII  
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Electricity issues.	
2	Connectivity issues	
3	Pension issues	
4	PMGSY issues	
5	Education issues	
B	Impact of B2V1 to B2V4	
1	Overall impact of B2V1 to	
2	B2V4 is very good.	
3		
4		
5		
C	Challenges in the Panchayat	
1	Monkey menance	
2	Transport facility	
3	Educational Infrastructure	
4	Implementation TJM Scheme	
5	Banking Sector.	
D	Suggestions if any	
1	There is a need of improvement	
2	in Electric, Jal Shakti, Road	
3	Connectivity Sectors. Edu juth,	
4	need improvement in infrastr-	
5	ucture & Scarcity of Staff	

HO/DE B2V5  
thouqat  
admission (not available)



# QUESTIONNAIRE FOR B2V5

Schedule-VIII

## I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Rural Dev. Deptt
2	Social Welfare Deptt.
3	Revenue Deptt
2	LEAST RESPONSIVE DEPARTMENTS
1	Jal Shakti
2	PWD R&B
3	Mechanical (JSD)

## ii. FEEDBACK ON UT INITIATIVES

Overall impact of schemes / Projects undertaken by the UT Govt. of J&K is very encouraging & people friendly

## iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Need ATM at village see condition Resolution Attached
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Need Boundary wall at P.H. Quater Need Culvert at P.H. Sec.
3	Overall assessment of the visit and suggestions: (The visiting officer to ensure that the overall assessment is recorded in details along with concrete suggestions)	
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	09
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	

Signature of Sarpanch

NASIB SINGH

Name Sarpanch 15/2/23  
Panchayat Seri Panditan

Signature of the Visiting Officer

Name

Skafiq Akmal JKAS

Addl. Secretary  
SRP