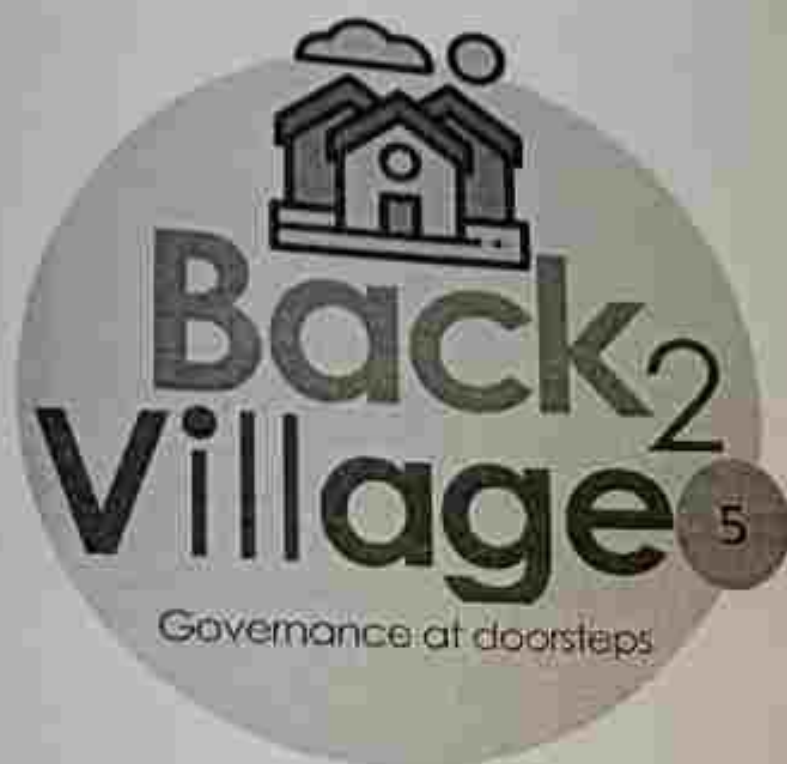




10 to 16th NOVEMBER 2023.

QUESTIONNAIRE FOR B2V5

Schedule 3 (A)
(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Prakash Chandra
2	Designation	IC
3	Department	CD Block
4	Place of posting	CD Block School, Jharkhand
5	Mobile No	9822115101
6	Email ID	
7	Home District	Jharkhand
8	Date of visit	12.01.2022

B. Locational details of Panchayat: (to be pre-filled, information to be taken from the previous phases booklets/summarized excel sheet uploaded on jpanchayat.jk.gov.in (to be validated by the visiting officer and missing details to be filled))

S.No	Particulars	
1	Name of the Panchayat	PANJIND NO 1
2	Local Government Directory (LGD) code of the Panchayat	11002012
3	Name of CD Block	LATTA
4	Name of Tehsil	LATTA
5	Name of District	UDHAMPUR

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	07
3	No. of households in the Panchayat	420
4	Population (approx) of the Panchayat	2400

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 entries have to be filled by the visiting Officer before the clock is handed over to the OC)

S. NO.	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	SH. JAVED PATEL	TAED	Present	
2	Education	SH. KUNAL KUMAR	TEACHER	Present	
3	Food, Civil Supplies and Consumer Affairs	SH. OM PARKASH	PRIVATE DEAR	Present	
4	Forest	SH. MADAN SHILAM	GUARD	Present	
5	Health and Medical Education	SH. TILLOK Singh	PHARMACEUT	Present	
6	ICDS Department	AWC WORKERS	WORKERS	All Present	
7	Irrigation and Flood Control Department	- NIL -	- NIL -	Absent	
8	Jai Shakti Department	- NIL -	- NIL -	Absent	
9	Power Development Department	SH. RIYAZ AHMED	LINE MAN	Present	
10	Public Works Department	SH. NICHU HANKEF		Present	
11	Revenue	SH. DILIP SINGH	PATWARI	Present	
12	Rural Development and Panchayat Raj	SH. KUNAL KUMAR	GRS	Present	
13	Skill Development				
14	Social Welfare Department	SH. RATTAN LAL	NYC	Present	
15	Youth Services and Sports Department	SH. UHOM Singh	REK	Present	
16	Others SHEET DEPT.	SH. VIJAY KUMAR	SHAFERD	Present	
17	FOREST	ROHESH KUMAR	GUARD	Present	
18		MADBEER HUSSAIN	CIF	Present	
19		LATIF WANI	LINE MAN	Present	
20					

QUESTIONNAIRE FOR B2V5
Schedule-II
(FIRST HAND INFORMATION ON INFRASTRUCTURE -
PANCHAYAT ASSET REGISTER AND ITS UTILIZATION)

I. Infrastructure of Panchayat Shor				
a) Govt Building/private	YES Building			
b) Meter/reading/wire	YES			
c) Ammeter (Y/N)	YES			
d) Computer/printer (Y/N)	YES			
e) Dreamet (Y/N)	YES			
f) Telephone (Y/N)	NO			
g) Toilet (CSC/part of panchayat)	NO			
h) Water (Y/N)	YES			
i) Electricity (Y/N)	NO			
II. Educational institutions				
A) Kindergarten	No. of Schools	Enrollment	Teacher sanctioned	Govt Building/ Private Building
1) Primary	NIL	- 211 -	- 211 -	NIL
2) Middle	05	252	NIL	YES - 1000
3) High	01	80	NIL	YES - 1000
4) Higher Secondary	01	220	220	Govt
5) College	NIL			
III. Anganwadis Centre				
	No. of Anganwadis Centre	Total children Enrolled	Staff / Worker sanctioned	Govt Building/ Private Building
	04			PRIVATE BUILDING
IV. Healthcare facility				
	No. of sub centres	No. of beds	No. of health & welfare corners	No. of Outposts having Govt. Building
	NIL	01	NIL	01
1) Subcentre (Y/N)	NO			
2) Availability of ATM (Y/N)	N/D			
3) Subcentre/ CSC (Y/N)	NO			
4) Patashkhana (Y/N)	N/D			
5) Village hall (Y/N)	N/D			
6) Playground (Y/N)	N/D			
7) Ration shop (Y/N)	NO			
	No. of Ration Shop	No. of Registered Beneficiaries	Connected with online biometric system or not	
	NIL	NIL	NIL	
12) Government offices- details, whether functional or not	No. of Govt Offices		Functional	
13) Asset Sarpvare - details, location, condition	Details	Location	Condition	Utilization
	01	25-10-07	WALL	YES
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)	NO			
II. Number of Asset captured	02			
III. Please mention assets	1.			
	2.			
	3.			
	4.			
	5.			
16) List of Incomplete Buildings- names, year of construction	Name		Year of construction	
	NTPC AND H/S PANCHAYAT		2018-19	
17) List of Underutilized Buildings- names	Name		Year of construction	
	NIL			

STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT	
SCHEMES	STATUS
1. PANCHAYAT SAMITHI	1. 1984
2. PANCHAYAT SAMITHI	2. 1984
3. PANCHAYAT SAMITHI	3. 1984
4. PANCHAYAT SAMITHI	4. 1984
5. PANCHAYAT SAMITHI	5. 1984
6. PANCHAYAT SAMITHI	6. 1984
7. PANCHAYAT SAMITHI	7. 1984
8. PANCHAYAT SAMITHI	8. 1984
9. PANCHAYAT SAMITHI	9. 1984
10. PANCHAYAT SAMITHI	10. 1984
11. PANCHAYAT SAMITHI	11. 1984
12. PANCHAYAT SAMITHI	12. 1984
13. PANCHAYAT SAMITHI	13. 1984
14. PANCHAYAT SAMITHI	14. 1984
15. PANCHAYAT SAMITHI	15. 1984
16. PANCHAYAT SAMITHI	16. 1984
17. PANCHAYAT SAMITHI	17. 1984
18. PANCHAYAT SAMITHI	18. 1984
19. PANCHAYAT SAMITHI	19. 1984
20. PANCHAYAT SAMITHI	20. 1984
21. PANCHAYAT SAMITHI	21. 1984
22. PANCHAYAT SAMITHI	22. 1984
23. PANCHAYAT SAMITHI	23. 1984
24. PANCHAYAT SAMITHI	24. 1984
25. PANCHAYAT SAMITHI	25. 1984
26. PANCHAYAT SAMITHI	26. 1984
27. PANCHAYAT SAMITHI	27. 1984
28. PANCHAYAT SAMITHI	28. 1984
29. PANCHAYAT SAMITHI	29. 1984
30. PANCHAYAT SAMITHI	30. 1984
31. PANCHAYAT SAMITHI	31. 1984
32. PANCHAYAT SAMITHI	32. 1984
33. PANCHAYAT SAMITHI	33. 1984
34. PANCHAYAT SAMITHI	34. 1984
35. PANCHAYAT SAMITHI	35. 1984
36. PANCHAYAT SAMITHI	36. 1984
37. PANCHAYAT SAMITHI	37. 1984
38. PANCHAYAT SAMITHI	38. 1984
39. PANCHAYAT SAMITHI	39. 1984
40. PANCHAYAT SAMITHI	40. 1984
41. PANCHAYAT SAMITHI	41. 1984
42. PANCHAYAT SAMITHI	42. 1984
43. PANCHAYAT SAMITHI	43. 1984
44. PANCHAYAT SAMITHI	44. 1984
45. PANCHAYAT SAMITHI	45. 1984
46. PANCHAYAT SAMITHI	46. 1984
47. PANCHAYAT SAMITHI	47. 1984
48. PANCHAYAT SAMITHI	48. 1984
49. PANCHAYAT SAMITHI	49. 1984
50. PANCHAYAT SAMITHI	50. 1984
51. PANCHAYAT SAMITHI	51. 1984
52. PANCHAYAT SAMITHI	52. 1984
53. PANCHAYAT SAMITHI	53. 1984
54. PANCHAYAT SAMITHI	54. 1984
55. PANCHAYAT SAMITHI	55. 1984
56. PANCHAYAT SAMITHI	56. 1984
57. PANCHAYAT SAMITHI	57. 1984
58. PANCHAYAT SAMITHI	58. 1984
59. PANCHAYAT SAMITHI	59. 1984
60. PANCHAYAT SAMITHI	60. 1984
61. PANCHAYAT SAMITHI	61. 1984
62. PANCHAYAT SAMITHI	62. 1984
63. PANCHAYAT SAMITHI	63. 1984
64. PANCHAYAT SAMITHI	64. 1984
65. PANCHAYAT SAMITHI	65. 1984
66. PANCHAYAT SAMITHI	66. 1984
67. PANCHAYAT SAMITHI	67. 1984
68. PANCHAYAT SAMITHI	68. 1984
69. PANCHAYAT SAMITHI	69. 1984
70. PANCHAYAT SAMITHI	70. 1984
71. PANCHAYAT SAMITHI	71. 1984
72. PANCHAYAT SAMITHI	72. 1984
73. PANCHAYAT SAMITHI	73. 1984
74. PANCHAYAT SAMITHI	74. 1984
75. PANCHAYAT SAMITHI	75. 1984
76. PANCHAYAT SAMITHI	76. 1984
77. PANCHAYAT SAMITHI	77. 1984
78. PANCHAYAT SAMITHI	78. 1984
79. PANCHAYAT SAMITHI	79. 1984
80. PANCHAYAT SAMITHI	80. 1984
81. PANCHAYAT SAMITHI	81. 1984
82. PANCHAYAT SAMITHI	82. 1984
83. PANCHAYAT SAMITHI	83. 1984
84. PANCHAYAT SAMITHI	84. 1984
85. PANCHAYAT SAMITHI	85. 1984
86. PANCHAYAT SAMITHI	86. 1984
87. PANCHAYAT SAMITHI	87. 1984
88. PANCHAYAT SAMITHI	88. 1984
89. PANCHAYAT SAMITHI	89. 1984
90. PANCHAYAT SAMITHI	90. 1984
91. PANCHAYAT SAMITHI	91. 1984
92. PANCHAYAT SAMITHI	92. 1984
93. PANCHAYAT SAMITHI	93. 1984
94. PANCHAYAT SAMITHI	94. 1984
95. PANCHAYAT SAMITHI	95. 1984
96. PANCHAYAT SAMITHI	96. 1984
97. PANCHAYAT SAMITHI	97. 1984
98. PANCHAYAT SAMITHI	98. 1984
99. PANCHAYAT SAMITHI	99. 1984
100. PANCHAYAT SAMITHI	100. 1984

Page 3 of 13

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No.	Particulars	Status
1	Name of Health Institutions	
2	Type of building (Govt./ Private)	NTPHC
3	Availability of Staff	GOVT.
	a) Doctor	
	b) Paramedical	NO
4	No of patients attended during the month	YES
5	Status of medicine availability	86
6	Special medical camp held, if any	YES
7	Status of Immunization	NO
8	Participation of health worker in Village Health and Nutrition Day	YES
9	Institutional deliveries in Panchayat (Current Year)	04
10	Non- Institutional deliveries in Panchayat (Current Year)	01
11	Other	03
12	Remarks of the Visiting Officer	- NIL - Construct the 2nd floor of NTPHC and provide sufficient staff at NTPHC including NABs doctor and also provide road connectivity.

II. Education Institutions:

S. No.	Particulars	Status
1	Name of Education Institutions	
2	Type of building (Govt./ Private)	M/S PRADAB-1, M/S-01, P/S-05
3	Availability of Staff as per sanctioned strength	GOVT & P/S DHALLA - (PRIVATE BUKHIN)
4	Enrolment of the School	LOW at M/S FOLKLORE
	a) Boys	299
	b) Girls	274
5	Availability of play ground	YES (P/S DHALLA & P/S PRADAB) - NO
6	Availability of drinking water	YES
7	Availability of electricity	YES
8	Availability of functional toilets	YES (But Not in good condition)
9	Activities undertaken under 'My School My Pride'	YES
10	Other	NO
11	Remarks of the Visiting Officer	Up-grade the Infrastructure in all schools and providing sufficient staff to High School Pradab.

III. Anganwadi Center:

S. No.	Particulars	Status
1	Location of Anganwadi Center	
2	Number of children enrolled a) Boys b) Girls	16 50 Total = 134
3	Status of Building (Private/ Govt.)	PRIVATE
4	Availability of Helper/ worker	YES
5	Maintenance of record of children	YES
6	Availability of sufficient ration	YES
7	Availability of timely Ration	YES
8	Availability of Functional toilet	YES
9	Availability of tap connection	NO
10	Availability of electricity connection	NO
11	Number of children stunted	YES
12	Number of children wasted	NIL
13	Any Other	NIL
14	Remarks of the Visiting Officer	Construct the Govt. Building to run the AWC and open new AWC at Kandi, Jodhpur and Samal.

IV. CAPD Store:

S. No.	Particulars	Status
1	Location of CAPD Store	KHADRI
2	Government / Private	PRIVATE
3	Name of the dealer (in case of Private)	SH. DSI PARRASH
4	No of registered beneficiaries	SH.
5	No of beneficiaries drawing Ration from the store	420
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	—
10	Remarks of the Visiting Officer	GOVT. CAPD STORE SHOULD BE OPENED TO PROVIDE RATION IN A PROPER WAY TO BENEFICIARIES.

Particulars:

Sl. No.	Particulars	Amount	
		Rs.	Paise
1	Location of Bank / Institution	---	---
2	Size of Branches in the Branch	---	---
3	Age of premises occupied under	---	---
4	Various self-employment schemes	---	---
5	Age of cases sanctioned under	---	---
6	Various self-employment schemes	---	---
7	No. of cases in which financial	---	---
8	has been sanctioned under various	---	---
9	self-employment schemes	---	---
10	Availability of ATM	---	---
11	Any Other	---	---
12	Remarks of the Visiting Officer	Remarks of the Visiting Officer	

Remarks of the Visiting Officer: The branch is situated in a good location and the premises are well maintained. The staff are well trained and the services are satisfactory. The branch is well equipped with all the necessary facilities. The branch is well managed and the staff are well motivated. The branch is well equipped with all the necessary facilities. The branch is well managed and the staff are well motivated.

Particulars:

Sl. No.	Particulars	Amount	
		Rs.	Paise
1	Location of Branch	---	---
2	Condition of Branch	---	---
3	Details of recent transactions	---	---
4	Any Other	---	---
5	Remarks of the Visiting Officer	Remarks of the Visiting Officer	

Remarks of the Visiting Officer: The branch is situated in a good location and the premises are well maintained. The staff are well trained and the services are satisfactory. The branch is well equipped with all the necessary facilities. The branch is well managed and the staff are well motivated. The branch is well equipped with all the necessary facilities. The branch is well managed and the staff are well motivated.

Particulars:

Sl. No.	Particulars	Amount	
		Rs.	Paise
1	Location of Branch	---	---
2	Condition of Branch	---	---
3	Details of recent transactions	---	---
4	Any Other	---	---
5	Remarks of the Visiting Officer	Remarks of the Visiting Officer	

Remarks of the Visiting Officer: The branch is situated in a good location and the premises are well maintained. The staff are well trained and the services are satisfactory. The branch is well equipped with all the necessary facilities. The branch is well managed and the staff are well motivated. The branch is well equipped with all the necessary facilities. The branch is well managed and the staff are well motivated.

Particulars:

Sl. No.	Particulars	Amount	
		Rs.	Paise
1	Location of Branch	---	---
2	Condition of Branch	---	---
3	Details of recent transactions	---	---
4	Any Other	---	---
5	Remarks of the Visiting Officer	Remarks of the Visiting Officer	

Remarks of the Visiting Officer: The branch is situated in a good location and the premises are well maintained. The staff are well trained and the services are satisfactory. The branch is well equipped with all the necessary facilities. The branch is well managed and the staff are well motivated. The branch is well equipped with all the necessary facilities. The branch is well managed and the staff are well motivated.

QUESTIONNAIRE FOR B2V5

Schools - V
(AWARENESS / EVENTS / INAGURATION)

EVENTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

S. No	Particulars	Amount
A	Cultural Events / Programmes	
	1. Dholak and Nautanki	12.1
	2. Bhangra and Nautanki	10.2
	3. Bhangra, Nautanki	10.2
	4. Local Folk Programmes / Shows	10.2
B	Programmes with PFI and Special Events	
	1. Sports Events	10.2
	2. Sports Events of Sports SA	10.2
	3. Sports Events of Sports SA	10.2
	4. Sports Events of Sports SA	10.2
C	PMAY Scheme	
	1. PMAY Scheme	10.2
	2. PMAY Scheme	10.2
	3. PMAY Scheme	10.2
	4. PMAY Scheme	10.2
D	Any other	
	1. Any other	10.2
	2. Any other	10.2
	3. Any other	10.2
	4. Any other	10.2
E	Any other	
	1. Any other	10.2
	2. Any other	10.2
	3. Any other	10.2
	4. Any other	10.2

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No.	Particulars	Status
1	SDG Theme adopted by the Panchayat	744
2	Activities undertaken under the Theme (as per instruction manual)	Smart 70P. Respect for human right- Fair evaluation and Talent development Employment and labour relation Labour employee health and safety
3	Status of activities undertaken	The status of activities undertaken 100% are currently on track
4	Visible impact of the Activities	People aware some scheme run by the Govt by these activities
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP?	27
7	Bottlenecks, if any, faced in the achievement of SDG Themes	—
8	Remarks of the Visiting Officer on the status SDG Theme	More camp should be organised to aware the people about to get benefit of various scheme run by the Govt for generate employment

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No.	Particulars	Status
A	Demands/ Suggestions addressed by the Administration	
1	No grievances/ demands addressed by	
2	the administration which were based	
3	on the basis of B2V1 and yet people of	
4	the village deprived from the basic	
5	amenities.	
B	Impact of B2V1 to B2V4	
1	No impact seen on present level	
2	of B2V1 to B2V4 during the B2V1	
3	the time people raised the same	
4	demands which were not fulfilled	
5	yet.	
C	Challenges in the Panchayat	
1	Inadequate finances to carry out activities	
2	most of the officers running under staff	
3	are not motivated to proper work	
4	People are not aware about various	issues
5		
D	Suggestions if any	
1	Govt. should resolve all the pending	
2	issues during the B2V5 Programme	
3	as far as possible to save the living	
4	style of the poor people	
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS	
1	Education despite being under staff & 14% demand
2	Medical department despite being under staff
3	
2. LEAST RESPONSIVE DEPARTMENTS	
1	Elmiculture department
2	Agriculture department
3	

II. FEEDBACK ON UT INITIATIVES

My feedback on UT initiative that people get more money house but installments are not given to them timely due which they always finding it very difficult to collect distribute in a proper way, over all people are working in a right track but due to lack of basic amenities they are finding very difficult to live road 1012 Bank - water supply hospital so many other things in future. Additional Kokain to Nalgonda via Pullov and 1012 School

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No.	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Construction of road from Kokain to Nalgonda via Pullov 2. upgradation of 1012 to 1012 3. Open 1012 Bank Branch + construction bridge over main river Nalgonda
2	Major/urgent public demands that were/were reflected earlier but have not been addressed so far:	Enclosed. All demands mentioned above were not addressed
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 people are not aware about several central scheme so would like to suggest that special awareness camps be held and provide basic amenities like 1012 Bank Branch, 1012 School road.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	The overall rating of Govt Functioning is not well because most of the offices are under staff 6.5 (6.5)
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	It is certified that the visiting officer has stayed in the Panchayat for 2 days and taken the local concerns carefully

Signature of Sarpanch

Signature of the Visiting Officer

Name.....

Name.....

Complaints during BZVS

1. no employees in PHC department to run 7 water tank
2. Road from Koksini to Nongphara via Pakera
3. mandamus road from kangloo to Pachownd

Starting from 15.30 to 18.00

4. no play grounds in the PHT
5. no bank facility available people have to walk long distance to avail the services of bank at little Tel near market
6. Upgradation of HS Pachownd to the level of lot 2. (dise roads)

7. NTPHC: only 3 employees in the NTPHC and construction of upper floor of the building

8. Bridge over river Tameng near Koksini -> sanction but financial approval has been given for job

9. Land damaged of Post HS Pachownd
NWC at Koksini Pakera and Tameng are not available

Demands during BZVS

1. Construction of road from Koksini to Nongphara via Pakera under PMSY / PWD
2. open Jalk Bank Branch
3. Up gradation of HS Pachownd to the level of lot 2
4. school house in village Pachownd no-1
5. Veterinary hospital at Pachownd
6. Up gradation of PS Channel to MS
7. Skill development centre
8. Provide road from Dulle galle to Tamengal via Behana chom temple
9. Bridge near HS Pachownd Upper Division / Upper Division. Pathlains and bridge over Tameng (all)
10. creation of Post in HS Pachownd
- 11/2. Connect Tamengal hellock into tourist spot
12.0 -> PMSY fund in village Pachownd.

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023

KEY FEATURES

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

INSTRUCTIONS FOR THE VISITING OFFICER

INSTRUCTIONS	ACTION POINTS
Seeking details from the District office	- Take print outs of filled booklet of B2V1, B2V2 and B2V3 & B2V4 from www.kpmharyana.gov.in or www.kpmharyana.in - Also take print out of the summarized excel sheets of the previous phase from www.kpmharyana.gov.in or www.kpmharyana.in ATRs yet issued raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner. - Take print of blank 2 booklets of B2V3 from www.kpmharyana.in or www.kpmharyana.gov.in - Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads: • PFI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work - Plan's beneficiary lists: • MGNREGA draft plan document for the year 2023-24 • List of Awas+ beneficiaries alongwith HHH, Convergence • List of pension beneficiaries • List of SHGs • List of agriculture scheme beneficiaries - Lists of beneficiaries for: • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

Serial	Reach Panchayat on day of visit.	1. To hold meetings with PRA, Officers/officials of the department, and General Public to have firsthand information about the Infrastructure & implementation of Schemes as per Schedule IA, IB & 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 /KRPSM counters/units. 5. Participate/ensure organization of sports activity in playground, school fest, cultural event/youth activity. 6. Ensure awareness generation about PM Vishwakarma scheme and AayushmanBharat. 7. Ensure saturation of anti health card and Golden Health Card under AayushmanBharat, saturation of Old Age Pension Scheme, Domicile Saturation, KCC Saturation, and saturation of land passbooks. 8. Visit government establishments, i.e., Health facility, Education Institute, Agri/extension centre, CAPD store, Bank/Extension counter, Amrit Sarovar, Playground, Panchayat, etc. 9. Inspect Khidmat (CSC) Centres and cross-generate awareness on online schemes, especially G2C schemes like BEAMS, Jashagirdar, Aapki Zimm, Aapki Nigam, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through field visits of PMAY houses, Compost/Soak pits, JFM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. 12. Wherever possible, distribute employment letters for people selected under various government employment. 13. Conduct social audit of works under following schemes: MGNREGA, PMAY, HHHL, 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 depts, including fair feedback about discrepancies in functioning. 18. Open discussion on Naaha 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.
--------	--	--

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 uttering 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 justified and reflected under available schemes, wherever necessary the target works are to be referred to administrative dept under CSR/IT 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 RDO 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 HDO 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.ikpanchayat.gov.in portal.
9. The focus of the visit is on youth, skills, self-employment, Nasha Mukt, Bhrahtachar Mukt, Rongar yakt J&K, besides carrying forward the activities during Jai Anshu and saturating them.

10. 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. Parwar, 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. Bhrahtachar Mukt J&K.
 - vi. Nasha Mukt J&K.
9. The PRI members (Sarpanch, Panch, HDC 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 HDC Chairperson and Sarpanch/Panch are present at the time of inauguration and ceremonies.

10. The visiting officers shall not leave the district without handing over a hard copy of the report to the Rural Development officer (RDO/Panchayat Secretary) for further spreading of the report on the www.kannadavar.in/ www.kannadavar.org.in/ portal within a week's time, positively.

Instruction for Field Visit

FIELD VISIT

Station	Purpose
Khidmat Centres	Create / Renewal awareness on online services particularly GOC schemes Aaga- Zame- Aaga-Nigam, Bema, Jafang-dar, Digital IAK.
JKN/PSB counters/outlets	a) Status of counter b) Number of visitors etc.
Incomplete buildings/projects	Verify whether identification and redressal done
PDS	Visit, evaluate, online status
PHC	Visit- evaluate, status of staff, equipment and quality
PNAY	Inspect, inaugurate
My school, my pride progress, schools- water, toilets, staff	Visit, check the water, electricity, sanitation, meet students and staff
Swachh SHM	Evaluate
Panchayat play ground, Sports kit distribution Village games	Inspect, verify, Participate in at least one game in the playground
Har Ghar Hariyali, Planti- tion drive	Evaluate status, feedback
Village cultural event	Participate in events that'll be held
Dangal Haat/Mela	
Exhibition of schemes	Ensure that every department participates and that it continues for the entire duration of H2V
Jal Jeevan 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- PM-JAY
2. Deen Dayal Antyodaya Yojana- National Rural Livelihood Mission
3. PM Awas Yojana (Housing)
4. PM Ujjwala Yojana
5. PM Vishwakarma
6. PM Kisan Samman Nidhi
7. Kisan Credit Card (KCC)
8. PM Poshan Abhiyan
9. Har Ghar Jal- Jal Jeevan Mission
10. Survey of Villages and Mapping with improved technology in Village areas (SVAMITVA)
11. Jan Dhan Yojana
12. Jeevan Jyoti Bina 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.

23. Whether the issues raised by Mahila Sabha are addressed during the Gram Sabha. Yes/No
24. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/No
25. 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 Scheme/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 Hakqa 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 Mahila Sabha'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	i. Awareness programmes regarding the establishment of Bee Orchards/ Mushroom farms. ii. Ensuring saturation of Kisan Credit Cards (KCC) & Soil Health Card (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 Pashu Bima Yojna (Crop Insurance) vii. Issuing sanction letters for insurance of the Cattle.
2	Rural Development Department	i. Establishment of AnviSarovar per Panchayat (Target/Achievement) ii. Saturation of all households in SHCs across all panchayats. iii. Number of works verified and completed during BIV-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, co-kanga/compost pits for all households vi. Achieving PMAY/TPRL Saturation. vii. Status of Drug Free/Corruption free Panchayats viii. Organizing of various sports events at the Panchayat level.
3	Information Technology	i. All online services under Public Service Guarantee Act to be popularized and information about them to be disseminated. ii. Awareness about BEAMS, Janbhagdarik 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	i. Number of Aadhaar Linked accounts under PMJDY, PMSBY, APY & PMJJBY. ii. Providing Self-employment to at least 20 person per panchayat in consultation with J&K Bank, EOI 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	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 Zamindari Ki Hujari". 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	i. Saturation of Golden Cards under PMJDY/ 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	i. Geo-tagging of established Child Care Institutions. ii. Saturation of Old Age Pension ISS/NSAP. iii. Number of Disability Cards (UDID) digitized. iv. 500 Anaemia check-up camps to be conducted. v. Number of Aanganwari Beneficiaries Aadhar Seeded.

		v. Number of Betibachao/Padhas events held. vi. Saturation of left out cases under disability pension, implants and tricycles etc. vii. Awareness about Drug Abuse Panchayats.
8	Forest, Ecology & Environment	i. Plantation drives under "The Green Harvest" program. ii. Conservation of water bodies. iii. Forest fire fodder. iv. "Green BKK 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 Trihar. iii. Promotion of local artists by way of organizing KaviSamayam, Painting competitions etc.
11	Labour & Employment	i. Registration of Job Seekers 50 per District. ii. Organizing of one Job fairs per District. iii. Awareness about Self Employment Schemes under Seed Capital Fund & Youth Start-up Loan Scheme.
12	School Education Department	i. Number of students covered under Nipun Bharat & Padaga 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 (Nasha Mukti 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.
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) Identify DTS with low oil and top oil c) Identify DTS with load imbalance d) Replace Non Standard fuses standard fuses. e) All pending electrical accidental claim cases to be resolved and disbursed. f) Removal of damaged transformers.
18	Food, Civil Supplies and consumer affairs	i. Achievement made under opening of fair price shops. ii. Saturation of 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 SKS members registered with NRLM/Tribal Affairs. ii. Skill Training of 82V4/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	Cooperatives	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 (BEC) under Rooftop Solar Residential Sector. ii. Outreach and training of farmers for PM-KUSUM Scheme. iii. Installation of Staff for solar gadgets for mass awareness.
22	Public Works Department (J&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	aid 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 license. 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 JalDrovan Mission & Regular testing of all Schools & Anganwadis for potable water.
28	Law Justice & Parliamentary affairs.	i. To start work on E-assembly project. ii. Mechanism for monitoring of cases at district level. iii. Steps for decriminalization of laws.
29	Public Grievance	i. Satisfaction level for grievances redressal. ii. Assessment of perception of departments among public. iii. Key issues of concern leading to grievances to be identified.
30	Estates Department	i. Vacant/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 Badakh & K for public.
34	Industries & Commerce Department	i. PMESP 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.