



**GOVERNMENT OF JAMMU AND KASHMIR
GENERAL ADMINISTRATION DEPARTMENT
CIVIL SECRETARIAT, J&K**

Subject:- Aspirational Panchayat Programme – nominating visiting Officer of B2V4 as Prabhari Officer thereof.

**Government Order No.1336-JK(GAD) of 2022
Dated:09.11.2022**

It is hereby ordered that officers deployed as Visiting Officers for the 4th Phase of Back to Village Programme by the General Administration Department in terms of Government Order No. 1281-JK(GAD) of 2022, dated 22.10.2022, or by the Deputy Commissioners across the Union territory of Jammu and Kashmir, shall be the Prabhari Officer(s) for the concerned Panchayat(s) for the next one year or till decided otherwise.

It is further ordered that:-

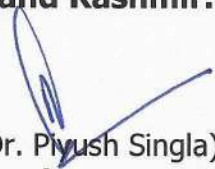
- i) The Prabhari officer(s) shall make quarterly physical follow up visits to the Panchayat (s) that he/she was allotted besides monthly virtual participation on First Monday of every month.
- ii) The first follow up visit shall be between 1st to 15th December, 2022.
- iii) The Prabhari officer shall guide and mentor the Panchayat(s), support and monitor all developmental activities and remove bottlenecks, if any, in the developmental process.
- iv) List of activities to be performed and special areas to be monitored and addressed by the Panchayat Prabhari is enclosed as **Annexure-A** to this order.
- v) They shall ensure resolution of legitimate grievances/demands, and follow up on the following deliverables of the Back to Village Programme:
 1. Swachh Gram Programme saturation.
 2. Dissemination of information regarding Jan Bhagidari.
 3. Issuance of Land Passbooks.
 4. 100% saturation of Golden Cards.
 5. Completion of pending inheritance mutations by the concerned Revenue officers.
 6. Distribution of e-Shram Cards to all eligible beneficiaries.
 7. 100% Aadhar Seeding/Penetration.
 8. Rejuvenating self-employment across all Panchayats by facilitating interaction of eligible youth with concerned agencies/marketing awareness programmes, banks and other agencies/line departments.

9. Progress of Jal Jeevan Mission.
10. Progress of Panchayat Paani Samitis.
11. Formation/Activation of Panchayat Youth Clubs.
12. Progress achieved under Mission Amrit Sarovar.

The Prabhari Officer(s) shall lay special focus on 101 deliverables (**Annexure-B**) of various departments inter-alia priority areas mentioned above. They shall maintain a continuous liaison with the people of the Panchayat and facilitate appropriate communication between the Panchayat and local administration/line departments, ensuring redressal of grievances/issues locally. All line Departments shall extend their cooperation to the Prabhari officers to their satisfaction. Any non-responsiveness/non-cooperation by the representatives of line departments shall be reported to the concerned Sub-Divisional Magistrate/District Magistrate for appropriate action.

It is further ordered that the Department of Rural Development and Panchayati Raj shall be the Nodal Department for coordinating the exercise, and shall devise an objective format/mechanism for monitoring the progress of the above deliverables.

By order of the Government of Jammu and Kashmir.


(Dr. Piyush Singla) IAS
Secretary to the Government
Dated: 09.11.2022

No. GAD-ADM0IV/188/2022-09-GAD

Copy to:-

1. All Financial Commissioners (Additional Chief Secretaries).
2. Director General of Police, J&K.
3. All Principal Secretaries to the Government.
4. Director General, J&K Institute of Management, Public Administration and Rural Development.
5. Principal Resident Commissioner, J&K Government, New Delhi.
6. Joint Secretary (Jammu, Kashmir & Ladakh), Ministry of Home Affairs Government of India.
7. All Commissioners/Secretaries to the Government.
8. Chief Electoral Officer, J&K.
9. Chairman, Special Tribunal, J&K.
10. Divisional Commissioner, Kashmir/Jammu.
11. All Heads of Departments/Managing Directors.
12. All Deputy Commissioners.
13. Director, Information, J&K.
14. Principal Private Secretary to the Lieutenant Governor.
15. Director, Archives, Archaeology and Museums, J&K.
16. Director, Estates, Jammu/Kashmir.
17. Private Secretary to the Chief Secretary.
18. Private Secretary to Advisor (B) to Lieutenant Governor.
19. Private Secretary to Principal Secretary to the Government, GAD.
20. Government Order/Stock File/Website, GAD.

ANNEXURE A

S. No.	Deliverables
1	Distribution of Ayushman Bharat Golden Health Cards to all eligible beneficiaries.
2	Ensure 100% Aadhar Seeding/Penetration and usage of Aadhar for availing different Government services.
3	Land Passbooks to be printed and issued to all landowners.
4	Inheritance Mutations- All pending and current mutations to be attested by the revenue officers.
5	Promoting and encouraging self-employment across all Panchayats by facilitating interaction of eligible youth with concerned agencies, banks line departments. Creating awareness of different schemes for unemployed youth.
6	Identify candidates for skill training under HIMAYAT and skill development and ensure that they are included for skill training under these schemes.
7	Ensure that every Panchayat has a functional CSC and is supporting general public in accessing online schemes.
8	Creating Awareness of Jan Bhagidari among PRIs and general public.
9	All important information of schemes, online services and beneficiaries and other details to be painted in every Panchayat.
10	<p>a) <i>Pani Samitis</i> meetings to be held regularly in the Panchayat</p> <p>b) Field testing kits to be provided to the Panchayat Pani Samiti and trainings given</p> <p>c) Water sufficiency and quality to be checked and certified and uploaded on portal</p>
11	Implement Swachh Gram Plans <ul style="list-style-type: none"> Door to door collection and disposal- ensure Management of grey water, black water and solid waste
12	All UDID Cards to be converted to Digital Format.
13	Distribution of e-Shram Cards to all eligible beneficiaries.
14	Ensure that at every Panchayat has one reasonable sized playfield and that sports activities are conducted there. In hilly areas or dispersed habitations, every <i>mohra</i> or sub village to have a playfield.
15	<p>1) Ensure presence of GRS, VLW, Panchayat Secretary in the Panchayat and also ensure that their contact numbers are prominently displayed.</p> <p>2) Ensure that Panchayat Ghar is functional, name and phone number of the Patwari/VLW and other officers is prominently painted.</p>
16	Amrit Sarovars to be completed in every Panchayat.
17	Formation and activation of Panchayat Youth Clubs.
18	<p>1) Ensure that Gram Sabha meetings with at least 50% attendance are held regularly and work plans are approved there. Ensure holding of Bal Sabhas and Mahila Sabhas.</p> <p>2) To ensure that all line departments regularly participate through their local/grass root level functionaries in Monday Meetings in Panchayats.</p>
19	Ensure that a Village Haat is established in every Village of the Panchayat.
20	Ensure that all OLD AGE, WIDOW and DISABLED pensions are sanctioned to every eligible beneficiary NOAPS/ISSS etc.
21	Ensure that all out of school children are identified and brought back to school.
22	Ensure that all demands, complaints and grievances raised during any B2V programme or any field visit are addressed and resolved.
23	Ensure that all eligible children are supported by Anganwadis and that nutrition is provided.
24	Ensure that basic infrastructure in terms of road, water and electricity is available and functional.
25	Ensure that information about all government schemes is widely disseminated and that regular awareness and extension camps are conducted by different departments.

ANNEXURE-B

S. No.	Name of the Department	Name of the deliverables	No. of Deliverables
1.	Agriculture Production & Horticulture/ JK Bank	Kissan Credit Card (KCC)	4
		No. of Soil Health Cards issued	
		No. of Kisan Melas Organized	
		No. of awareness programme organized	
2.	ARI & Trainings	No. of Inspection carried to Evaluate quality of work and grievance disposal, record keeping, inventory management	1
3.	Cooperative	Training members of cooperative societies	3
		Holding Awareness camps	
		Registration of new cooperative societies	
4.	Culture	No. of School talent hunt organized at panchayat level	1
5.	Disaster Management, Relief, Rehabilitation & Reconstruction	No. of grievances disposed off on Relief Commissioner's Grievance Portal	2
		No. of APDA MITRAs trained	
6.	Estate	No. of unauthorized occupants of government accommodation to be Identified/Completed	1
7.	Finance	No. of persons covered under self employment drive in the Panchayats	4
		All INDIVIDUAL SUBSIDY SCHEMES- No. of Counters set up by banks at Panchayat level to verify, Sanction, disburse cases and also accept fresh applications	
		No. of Aadhar linked accounts	
		Financial Inclusion through	
		a) PMJJY b) PMSBY c) APY d) PMJDY	
8.	Floriculture, Parks & Gardens	No. of training and awareness camps held for farmers in commercial floriculture	1
9.	Food, Civil Supplies and Consumer Affairs	SHIFT TO RATION CARD MANAGEMENT SYSTEM (RCMS)-PROGRESS	2
		100% Grievance Redressal to be ensured	
10.	Forest, Ecology & Environment	Green J&K Drive Campaign	4
		One Beat Guard, One Village Program*	

		a) Preparatory plantation activities in winter Plantation areas	
		b) Audit of earlier plantations.	
		Forests for Fodder	
11.	General Administration	100 % Biometric attendance ensure ENSURE FILLING OF EPM BY ALL EMPLOYEES ENSURING 100% FILLING OF PROPERTY RETURNS 100% ONLINE APRs- ENSURE HRMS MODULE TO BE IMPLEMENTED	5
12.	Health & Medical Education	PMJAY GOLDEN CARDS-Saturation Swachh hospitals- clean toilets, junk free premises	2
13.	Higher Education	No. of colleges where 30 credit skill course have been introduced No. of research Ecosystem in GDCs under NEP introduced To Complete and launch HRM Module under e-samarth gov suite To develop a students and faculty feedback mechanism for bringing about overall improvement in the system No. of colleges covered under "My college my pride- cleanliness drive in every GDC"	5
14.	Hospitality & Protocol	Training of all employees of the department Introduction and Implement Quality policy for the department	2
15.	Industries and Commerce	Land allotment for projects worth Rs. 6248 crores to be issued PMEGP: a) Targets to be achieved b) 100 awareness camps-five per district to be organised. Single Window System: a) 100% implementation and submission of 352 reforms of BRAP-2022 under Ease of Doing Business and Ease of Living initiatives. Central Inspection System to be made live online on JK Single Window System. Registration of Artisans, Dealers and Registration/Renewal of all eligible Dealers under J&K Registration of	5

		Tourists Trade Act 1978-to be organized.	
		Development work of 5 Industrial Estates to be initiated.	
16.	Information Department	Beats of J&K – an initiative to identify, encourage and launch atleast 100 musical talents of J&K – Launch to be hosted on youtube channel.	2
		Identify 50 role models and engage them to inspire youth through a contemporary digital format to be Launched.	
17.	Information Technology	No. of CSC Camps Established	5
		No. of ONLINE SERVICES POPULARISED/INFORMED	
		A. Umang/e-unnat.	
		B. Apki Zameen Apki Nigrani.	
		C. Beams, Jan Bhagidari-Assist in Access/Demonstrate/Educate/Inform.	
		Awareness, Information & Education about Beams, Jan Bhagidari etc to be spread through demonstration	
		Digital J&K and services No. of Hoardings in panchayats about Digital J&K and services	4
		Assist in enrollment of user services-	
		a) Golden Cards	
		b) Domiciles	
		c) UDID etc	
18.	Jal Shakti	Active/sensitize the local community/gram panchayats/pani samitis of their role and responsibilities in Planning, Implementation and Monitoring of Jal Jeevan Mission.	4
		a) Identification/nomination of Nodal Persons for each Panchyat and their training to act as Resource Persons during B2V4.	
		b) Prachaar Rath displaying banners and playing of jingles of Jal Jeevan Mission for Mass awareness in Panchayats	
		Awareness generation regarding mechanism for water quality and testing of water quality Field Testing Kits (FTKs) as per JJM	
		a) Distribution of Field Testing Kits(FTKs) to each Gram Panchayat	

		(GP)	
		b) Sanitary inspection of Water Supply Schemes/Sources in all GPs/Villages	
19.	Labour & Employment Department	Saturation of e- SHRAM	1
20.	Law, Justice & Parliamentary Affairs	No. of Awareness and assistance Camps organized through Legal Service Authority	1
21.	Mining	IMPLEMENTATION OF E-CHALLAN WITH ZERO MANUAL INTERFACE	1
22.	Planning, Development & Monitoring	Data saturation – Aspirational blocks on ABDP Dashboard	1
23.	Power Development	Distribution transformers	7
		a) Check Unique no.	
		b) Identify DTS with low oil and top up	
		c) Identify DTs with load imbalance,	
		d) Replace non standard fuses with standard fuses	
		e) Identify DTs without earthing and ensure proper earthing	
		f) Remove foliage around DTs	
		2) All pending electrical accident claim cases to the resolved and put up for disbursement	
24.	Public Grievances	Identification of 50 key issues of concern leading to grievances	2
		Assessment of perception of departments amongst public	
25.	Public Works (R&B)	100% ONLINE PAYMENTS WITH NO MANUAL INTERFACE	1
26.	Revenue Department	No. of camps held	5
		No. of persons accessed "Apki Zameen Apki Nigrani" Portal	
		No. of Passbook issued	
		No. of mutations attested	
		No. of Patwar Khanas made functional	
27.	Rural Development & Panchayati Raj	B2V1 Works	4
		No. of works verified (approved accorded)	
		No. of works documented (alloted)	
		No. of works completed	
		B2V2 Works	
		No. of works verified (approved accorded)	
		No. of works documented (alloted)	

		No. of works completed	
		B2V3 Works	
		No. of works verified (approved accorded)	
		No. of works documented (alloted)	
		No. of works completed	
		No of village HAATS established	
28.	School Education Department	Bringing back all out of school children	3
		My school my pride-Cleanliness & maintenance drives organized	
		No. of Parent teacher meetings held	
29.	Science & Technology	No. of Farmers reached out under PM KUSUM SCHEME	1
30.	Skill Development	No. of health staff provided skill training and accreditation to NSDC/MSDE	2
		No. of Polytechnics where admissions have been completed	
31.	Social Welfare	No. of DIVYANG CAMPS held	9
		No. of DISABILITY CARDS (UDID) digitized	
		No. of New ISSS/NASP Pensions sanctioned	
		Saturation of wall paintings of pension beneficiaries	
		100% Saturation of POSHAN VATIKA	
		No. Of Anemia Check Up camps held	
		AADHAR SEEDING a) No. of Ladli Beti beneficiaries Aadhar seeded b) No. of Aanganwadi beneficiaries Aadhar seeded	
		No. of BBBP events held	
		No. of Panchayats where Senior Citizens club formed	
32.	Tourism	No. of TOURIST DESTINATIONS/CIRCUITS/THEMES TREKS/-identified/Delineated & Demarcated	3
		No. of HOMESTAYS Identified	
		Providing Support for Tourism activities under VILLAGE COOPERATIVE	
33.	Transport	Whether Survey completed in all underserved areas	2
		No. of cases under taken under Mumkin Scheme	
34.	Tribal Affairs	Whether all Scholarship schemes	4

		saturated	
		A) Pre-Matric Scholarship to ST students (Class 1st to 8th)	
		B) Pre-Matric Scholarship to ST students (Class 9th to 10th)	
		Post-Matric Scholarship to ST Students	
35.	Youth Services & Sports	No. of games/sports activities organized in Panchayat-	1
	Total deliverables		101