

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

PANCHAYAT : -
SHULOORA KRALPORA
KUPWARA

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	SYED KHURSHED ANWAR
2	Designation	LECTURER
3	Department	S. EDUCATION
4	Place of posting	HSS KHUMRIYAL
5	Mobile No	7889379116
6	Email ID	anwarsyed@gmail.com
7	Home District	Kupwara
8	Dates of visit	10-11-23 & 11-11-2023

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

S.No	Particulars	
1	Name of the Panchayat	SHULOORA
2	Local Government Directory(LGD) code of the Panchayat	7242
3	Name of CD Block	KRALPORA
4	Name of Tehsil	KRALPORA
5	Name of District	KUPWARA

C. Panchayat Profile:

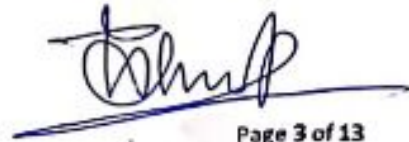
S.No	Particulars	
1	No. of revenue villages in the Panchayat	02
2	No. of hamlets in the Panchayat	12
3	No. of households in the Panchayat	480
4	Population (approx) of the Panchayat	2930

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	Mussat Janid	operator	Present	-
2	Education	AB. QAYOOM	PET	4	
3	Food, Civil Supplies and Consumer Affairs	HILAL A. KHOJA	STORE KEEPER	4	-
4	Forest	- ABSENT -	-	ABSENT	-
5	Health and Medical Education	SHOKIYA FAROOQ	CHO	PRESENT	-
6	ICDS Department	AYESHA BEGUM	SUPERVISOR	4	
7	Irrigation and Flood Control Department	- ABSENT -	-	ABSENT	
8	Jal Shakti Department	GH. HASSAN	LINEMAN	PRESENT	
9	Power Development Department	GULZAR A BHAT	LINEMAN	PRESENT.	
10	Public Works Department	- ABSENT -	-	-	
11	Revenue	M. SHAFI MALIK	PATWARI	PRESENT	
12	Rural Development and Panchayat Raj	SARFARAZ AH.	SEC. PANCH.	PRESENT.	
13	Skill Development	- ABSENT -	-	-	
14	Social Welfare Department	SAIMA GULZAR	CRAFTS ASST.	PRESENT	
15	Youth Services and Sports Department	AB. QAYOOM.	PET	PRESENT.	
16	Others	RDD. BASHIR AH.	GRS	PRESENT.	
17	SOCIAL FORESTRY	M. MABSOOL	JR. MATI	PRESENT.	
18	FISHERIES	SAJAD HAIDER	FIELD OFF	PRESENT.	
20	PHE	M. YOUSF LONE	LINEMAN	PRESENT	
21.	HORTICULTURE	AB. HAMID	TECHNICIAN	PRESENT.	
22.	HEALTH	NASREENA AKHTER	FMPHN	PRESENT.	
23.	ANIMAL DEPT	BASHIR AH. WANI	Asst. Stock.	PRESENT.	
24.	SHEEP & DEPT.	HAFEEZA BEGUM.	HELPER	PRESENT.	



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Schedule-II

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

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	GOVT.			
	b) New/need repairs	NEEDING REPAIRS.			
	II. Furniture (Y/N)	Y			
	III. Computer/printer (Y/N)	Y			
	IV. Internet (Y/N)	N			
	V. Telephone (Y/N)	N			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Y			
	VII. Water (Y/N)	Y			
	VIII. Electricity (Y/N)	Y			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	-	-	-	-
	b) Primary	01	15	-	GOVT
	c) Middle	03	200	-	4
	d) High	-	-	-	-
	e) Higher Secondary	-	-	-	-
	f) College	-	-	-	-
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		12	279	-	02 G / 110 Rental
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		-	-	01	01
5	Bank branch (Y/N)	-			
6	Availability of ATM (Y/N)	Nil.			
7	Khidmat center/ CSC (Y/N)	Y			
8	Patwarkhana (Y/N)	Y			
9	Village haat (Y/N)	N			
10	Playground (Y/N)	Y			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01	2350	2350	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		09		09	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		UNDER	PROCESS	UNDER	MGNREGA
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	-			
15	I. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Y			
	II. Number of Asset captured	04			
	III. Please mention assets	Health & wellness Centre Panchayat Ghar Shopping complex. Library cum reading Room.			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		- Nil -	-		
17	List of Underutilized Buildings- names	Name	Year of construction		
		-	-		

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	PERSONS FOR PENDING
1	Old Age pension	Social Department Welfare	143	143	
2	Widow pension	Social Department Welfare	23	23	
3	Disability pension	Social Department Welfare	14	14	
4	Status under Stunting Mukht	Social Department Welfare	-	-	
5	Status under wasting Mukht	Social Department Welfare	-	-	
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	05	- 05 -	
7	Digital Services provided	IT/ BDO/ CSC	CSC	-	
8	Kisan Kisan	Agriculture Department	-	-	
9	Kisan credit card	Agriculture Department	403	350	53-Not Interested
10	PM Kisan Sammanidhi	Agriculture Department	403	335	68- mutation pending / Not eligible / Not interested
11	Employment Saturation (PMGP, Tejasvani, Mumukh, Mission Youth, Himayat, etc)	Employment Department	100	93	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	
13	JAM Implementation	Jai Shakti Department			
	I. No of Household provided FHTC		480	435	
	II. Har Ghar Jal village(s) certified (No.)		480	435	
14	No of Households electrified	PDD	480	480	
15	PMAY- Gramin	RDD& PR	09	09	
16	SBM Gramin- IHHL functional (Household covered)	RDD& PR	75	75	
17	ODF Plus villages (No)	RDD& PR	02	02	
18	Targeted Sock pit completed	RDD& PR	220	220	
19	JAKM:	RDD& PR	09	09	
	I. Number of Self Help Groups formed		60	60	
	II. Number of Households involved		45	45	
20	Land Passbook Saturation	Revenue Department	- 0 -	- 0 -	
21	Pending Mutations	Revenue Department	-	- 55 -	
22	Domicile Certificate	Revenue Department	-	-	
23	Persons identified drug addicts	BDO/ Sarpanch	01	- cancelled -	
24	Anonymous camps for de-addiction conducted	BDO/ Sarpanch	- 01 -		
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	- 01 -		- 560 - migrants
26	Golden Health Card under Ayushman Bharat	Health Department	2930	2000	370 - 2 Asha
27	Jansamaraksha yojana	Health Department	35	15	
28	Status under Anaemia Mukht	Health Department	02	02	
29	Status under Leprosy Mukht	Health Department	-	-	
30	Number of Ayushman Helas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	- 10 -	- 10 -	
31	Number of Ayushman Seba held	Health Department	03	03	
32	Out of School Children brought to Schools	School Department Education	-	-	
33	Number of students still out of Schools	School Department Education	-	-	
34	Persons educated through bridge courses	School Department Education	-	-	
35	Household using clean cooking fuel (LPG)	FCS & CA	480	480	

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Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	01
2	Type of building (Govt./ Private)	GOVT.
3	Availability of Staff a) Doctor b) Paramedical	b) PARAMEDICAL
4	No of patients attended during the month	470
5	Status of medicine availability	Y
6	Special medical camp held, if any	02
7	Status of Immunization	Twice / month
8	Participation of health worker in Village Health and Nutrition Day	-Yes-
9	Institutional deliveries in Panchayat (Current Year)	- 15 -
10	Non- Institutional deliveries in Panchayat (Current Year)	-
11	Other	-
12	Remarks of the Visiting Officer	Ayushman Bharat Health and wellness centre is one of the top centres in country. The centre is doing its activities in a professional manner.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Primary & UPS / middle school
2	Type of building (Govt./ Private)	GOVT.
3	Availability of Staff as per sanctioned strength	YES
4	Enrolment of the School a) Boys b) Girls	295 a, 152 b, 143.
5	Availability of play ground	Y.
6	Availability of drinking water	Y.
7	Availability of electricity	Y.
8	Availability of functional toilets	Y.
9	Activities undertaken under 'My School My Pride'	Y.
10	Other	-
11	Remarks of the Visiting Officer	Urgent need of a separate girls toilet at middle school Shulovera.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	Shulloora & Salmatirani (12).
2	Number of children enrolled a) Boys b) Girls	279 a, 148 b, 121
3	Status of Building (Private/ Govt.)	2 (Govt) 10 - Rented
4	Availability of Helper/ worker	Y.
5	Maintenance of record of children	Y
6	Availability of sufficient ration	Y
7	Availability of timely Ration	Y
8	Availability of Functional toilet	Y
9	Availability of tap connection	Y
10	Availability of electricity connection	Y
11	Number of children stunted	-
12	Number of children wasted	-
13	Any Other	-
14	Remarks of the Visiting Officer	-

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Shulloora
2	Government / Private	- Govt -
3	Name of the dealer (in case of Private)	-
4	No of registered beneficiaries	- 2350 -
5	No of beneficiaries drawing Ration from the store	- 2350 -
6	Whether store is functioning through Aadhar biometric system	- Y -
7	Whether record/register maintained in the store	- Y -
8	Availability of ration	- Y -
9	Any Other	-
10	Remarks of the Visiting Officer	About 500 migrants not registered here.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	- Kid - Kralpora
2	No of Accounts in the branch	- 2000 -
3	No of persons applied under various self-employment schemes	- 250 -
4	No of cases sanctioned under various self-employment schemes	- 250 - 15 -
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	- 15 -
6	Availability of ATM	- N -
7	Any Other	-
8	Remarks of the Visiting Officer	ATM NEEDED IN PANCHAYAT

VI. Amrit Sarovar:

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

VII. Playground:

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

VIII. Patwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Shulora Bala -
2	Government/ Private building	- private -
3	Land passbook saturation	- 45 -
4	Pending mutations	- 0 -
5	Any Other	-
6	Remarks of the Visiting Officer	-

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	AB. RASHID HAJAM (2023)
3	Status of the house (completed/ in-use/ under-construction)	SHULORA EO (UNDER-CONSTRUCTION)
4	Any Other	
5	Remarks of the Visiting Officer	09 - Sanctioned - 09 - Under Construction

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	SHULORA BALA
2	Name of the beneficiaries	HALEEMA BEGUM.
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	COMPLETED.
4	Any Other	-
5	Remarks of the Visiting Officer	220 - Sanctioned. in 2022-23. f Completed under MGNREGA

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	SHULORA
2	No of online services provided by the CSC	58
3	No of persons approached for services	2375
4	Any Other	
5	Remarks of the Visiting Officer	-

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Yes - Needs Blacktopping
2	Transport	- Yes - functional.
3	Electricity	- Yes - provided.
4	Drinking water	- provided -
5	Cleanliness	Satisfactory.
6	Sports facility (Playground)	02 - PGW.
7	Any Other	

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	- Y -
	2. Skits, Songs, Dramas	- Y -
	3. Local Folk programme / Show	- Y -
	4. Discussions with PRI and Senior citizens	- Y -
	5. Exhibitions	-
B	Sports Activities	
	1. Sports Event	- Y -
	2. Distribution of sports kit	-
C	Inaugurations (If any)	
	PMAY house	- Y -
	Segregation Sheds	-
	Amrit Sarovar	-
	JJM Assets	-
	Compost/ Soak Pits	- Y -
	PMGSY / MGNREGA works	- Y -
	Any other	CSC near pvt. Qhar (S&M)
D	Distribution of certificates	-
	Self Employment Schemes	-
	Land Pass books	-
	Any other	-
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	- Yes -

QUESTIONNAIRE FOR B2V5
Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	CLEAN & GREEN VILLAGES
2	Activities undertaken under the Theme (as per instruction manual)	1. PLANTATION DRIVES. (5) CSC Centres. 2. SWATCHHA CAMPAIGN (6) Drainage System. 3. COMPOST PITS CONSTRUCTION (7) Segregation Shed 4. SOAK PITS. (8) Vermicompost
3	Status of activities undertaken	& SATISFACTORY.
4	Visible Impact of the Activities	- GOOD -
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	YES, PLAN VETTED, PASSED & UPLOADED.
6	How many activities of SDG have been covered under GPDP	- 09 -
7	Bottlenecks, if any, faced in the achievement of SDG Theme	- - -
8	Remarks of the Visiting Officer on the status SDG Theme	- SATISFACTORY -

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	TAP WATER - HAR GHAR TAL	PROVIDED -
2		
3		
4		
5		
B	Impact of B2V1 to B2V4	
1		
2	MOST DEMANDS NOT MET	
3		
4	EXCEPT HAR GHAR TAL	
5		
C	Challenges in the Panchayat	
1	Blank-topping of Roads.	
2	Upgradation of Middle School to High School.	
3	clean water filtration plant needed.	
4	protection Bundh on Nallah Kehmit.	
5		
D	Suggestions if any	
1	HT/LT Upgradation.	
2	Foot Bridge on Nallah Kehmit	
3	Upgradation of playgrounds.	
4	Renovation of Panchayat Ghar	
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	- RDD -
2	- EDUCATION -
3	- ICDS - AND - HEALTH -
2	LEAST RESPONSIVE DEPARTMENTS
1	- PWD -
2	- SKILL DEVELOPMENT -
3	- COOPERATIVE - AND - FLOOD CONTROL -

ii. FEEDBACK ON UT INITIATIVES

- Schemes like Health - (Golden cards / Abha Cards).
- RDD (snatch Bharat mission); PMAY; ODF plus villages;
- Revenue - Saturation / mutation; land P/B;
- Agri - KCC etc. / soil health / etc.
- Have a very good impact on the people.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	- clean water not provided. - Bion plant to be removed / closed / shifted -
2	Major / urgent public demands that was / were reflected earlier but have not been addressed so far:	- Blacktopping of roads - main and inner links. - Upgradation of H.S. wellness centre & middle to high school.
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)	There is an urgent need of a filtration plant and blacktopping of main Road & inner links. A protection needed in Kehmil village & ATM are need of the town.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	- 06 -
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Certified that visiting officer visited & stayed at Panchayat for 2 days.

Signature of Sarpanch
Name: Pyl Halqa
Signature of Sarpanch

Signature of the Visiting Officer
Name: Syed Khurshed Amran