

INSTRUCTION MANUAL FOR B2V5



**Back²
Village⁵**

Governance at doorsteps

7th to 16th NOVEMBER, 2023.

QUESTIONNAIRE FOR B2V5

Schedule-I (A)
(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Iqbal Rasool Mir
2	Designation	Senior Lecturer
3	Department	Department of School Education
4	Place of posting	Buss Achpora (Qaziabad)
5	Mobile No	70065 66043
6	Email ID	Tanutanveer054@gmail.com
7	Home District	Kupwara
8	Dates of visit	8/9 of Nov. 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	Bichernara
2	Local Government Directory(LGD) code of the Panchayat	245643
3	Name of CD Block	Qaziabad
4	Name of Tehsil	Qaziabad
5	Name of District	Kupwara

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	2
2	No. of hamlets in the Panchayat	X
3	No. of households in the Panchayat	500
4	Population (approx) of the Panchayat	3450

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 Field staff 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	Mahammad Iqbal	JABO	Present	
2	Education	Abdul Jaleel	TS	Present	
3	Food, Civil Supplies and Consumer Affairs	Chandley M. Shah, Umer	ASK	Present	
4	Forest	—	—	—	—
5	Health and Medical Education	Mehfuz	FMPTW	Present	
6	ICDS Department	Rifat	Anganwadi worker	Present	
7	Irrigation and Flood Control Department	—	—	—	—
8	Jal Shakti Department	Ab. Rashid Sheikh	OW	Present	
9	Power Development Department	Fayaz Ab. Lodice	Line man	P.	
10	Public Works Department	Yasir Ali Qureshi	JE	Present	
11	Revenue	Sajjad Mudassir	Patwari	Present	
12	Rural Development and Panchayat Raj	Mohd. Mustafa Bhat	AAP (PS)	Present	
13	Skill Development	—	—	—	—
14	Social Welfare Department	Syed Sharif Hussain	craft Asst.	Present	Shas ca.
15	Youth Services and Sports Department	—	—	—	—
16	Others	—	—	—	—
17	Animal Husbandry	Mohd. Shafiq Hussain	V-P	Present	
18	Gramin Bank	AS - Jaleel	AS	Present	
19	Sheep Husbandry	Ayaz Ab. Shah	ASM	Present	
20	—	—	—	—	—

20 Sniculture Gh. Rasool Khan Mulberry Present Ask

21 Centre for financial literacy Anis Bashir Field Present Present

22 Horticulture Majed Ahmed HTG Present Present

QUESTIONNAIRE FOR B2V5

Schedule-II

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

1	Infrastructure of Panchayat Ghar	Under Construction			
	a) Govt building/private				
	b) New/need repairs				
	II. Furniture (Y/N)	NO			
	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)	Under Construction			
	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	X			
	b) Primary	01	30	X	4 out. Clubbed
	c) Middle	01			
	d) High	X			
	e) Higher Secondary	X			
	f) College	X			
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
		X	X	02	X
5	Bank branch (Y/N)				
6	Availability of ATM (Y/N)				
7	Khidmat center/ CSC (Y/N)	CSC-01			
8	Patwarkhana (Y/N)	NO			
9	Village haat (Y/N)	NO			
10	Playground (Y/N)	Yes-02			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01	3350 (Domb)	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		03	Yes		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		X	X	X	X
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	X			
15	i. Whether Panchayat assets captured on e-Gram Sampda App (Y/N)	Yes			
	ii. Number of Asset captured	05			
	iii. Please mention assets	Segregation shed at Bichherwara community Compost pit at Bichherwara community Solid waste pit at Bichherwara community Solid waste pit at Bichherwara Fencing around Masjid Sharaf Bichherwara			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Health and wellness centre (Bichherwara)	(2018)		
17	List of Underutilized Buildings- names	Name	Year of construction		
		X			

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	136	136	
2	Widow pension	Social Department Welfare	14	14	
3	Disability pension	Social Department Welfare	38	38	
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	7	7	
7	Digital Services provided	IT/ BDO/ CSC	01	01	
8	Daksh Kisan	Agriculture Department	05	05	
9	Kisan credit card	Agriculture Department	477	477	
10	PM Kisan Sammanidhi	Agriculture Department	231	231	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department			
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	
13	JJM Implementation	Jal Shakti Department	-	-	
	i. No of Household provided FHTC 250	No	-250	-250	Under mltiply unavassable
	ii. Har Ghar Jal village(s) certified (No.)				in all households
14	No of Households electrified	PDD	500	500	Water pipeline is not present in whole Panchayat
15	PMAY- Gramin	RDD& PR	17	17	
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	167	167	
17	ODF Plus villages (No)	RDD& PR	Yes	Yes	
18	Targeted Sock pit completed	RDD& PR	95	95	
19	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed		15	15	
	ii. Number of Households involved		150	150	
20	Land Passbook Saturation	Revenue Department	819	819	Technical error
21	Pending Mutations	Revenue Department	0	0	
22	Domicile Certificates	Revenue Department	380	380	
23	Persons identified drug addicts	BDO/ Sarpanch	X	X	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	2	2	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	X	X	
26	Golden Health Card under Ayushman Bharat	Health Department	1380	1150	
27	Janani suraksha yojana	Health Department	25	25	
28	Status under Anaemia Mukht	Health Department	0	0	
29	Status under Leprosy Mukht	Health Department	0	0	
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	5	5	
31	Number of Ayushman Sabas held	Health Department	5	5	
32	Out of School Children brought to Schools	School Department Education	15	15	
33	Number of students still out of Schools	School Department Education	X	X	
34	Persons educated through bridge courses	School Department Education	X	X	
35	Household using clean cooking fuel (LPG)	FCS & CA	450	450	

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Schedule-IV

(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health and Wellness centre
2	Type of building (Govt./ Private)	Private
3	Availability of Staff a) Doctor ☒ b) Paramedical	Paramedical - 02
4	No of patients attended during the month	30
5	Status of medicine availability	Available
6	Special medical camp held, if any	NO
7	Status of Immunization	satisfactory
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	25
10	Non- Institutional deliveries in Panchayat (Current Year)	NIL
11	Other	
12	Remarks of the Visiting Officer	Health and Wellness system needs special attention in the Gram panchayat. Govt buildings, medicines and doctor posts should be sanctioned for these centres - as per visit.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt. P.S. Anikernara and Govt. M.S. Badrah
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff as per sanctioned strength	Available as per staff sanctioned strength.
4	Enrolment of the School a) Boys b) Girls	18 + 52 - 70 = 140 12 + 58 - 70 = 140
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'	School facelifting and cleanliness drive
10	Other	
11	Remarks of the Visiting Officer	- School Edu. dept. is functioning smoothly. Primary School Anikernara which is clubbed with B.S. Magam. It should be separated and provided a govt. building separately. - on visit all staff members were found present.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	throughout village (67)
2	Number of children enrolled a) Boys b) Girls	131 150 = 281
3	Status of Building (Private/ Govt.)	one Govt + 6 (private)
4	Availability of Helper/ worker	Available in all centres
5	Maintenance of record of children	Maintained
6	Availability of sufficient ration	used to be available (not available since one month)
7	Availability of timely Ration	Not it timely as per availability
8	Availability of Functional toilet	only in govt building. not available in private centres
9	Availability of tap connection	Not available
10	Availability of electricity connection	Not available
11	Number of children stunted	-Nil-
12	Number of children wasted	-Nil-
13	Any Other	
14	Remarks of the Visiting Officer	Anganwadi centres are functioning normally, but lacks govt infrastructure like - govt buildings, Tap water, electricity as found during the visit

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Badra Prithvira
2	Government / Private	Government
3	Name of the dealer (In case of Private)	Nil -
4	No of registered beneficiaries	3350 souls
5	No of beneficiaries drawing Ration from the store	3350 souls
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	Satisfactory as per visit.

V. Bank/ Extension counter:

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

ATM and J&K Bank Branch should be established in the Gram Panchayat

VI. Amrit Sarovar:

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

There is need of Amrit Sarovar

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Playground at Badra and Picheerwara (02)
2	Condition of Playground	fairly good
3	Utilization of Playground	utilized fully
4	Any Other	
5	Remarks of the Visiting Officer	

Filling and levelling of Play ground as well as fencing needs to be done.

This was found after verifying physically that installation of lights around the ground

VIII. Patwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	NO
2	Government/ Private building	NO
3	Land passbook saturation	0.17
4	Pending mutations	0
5	Any Other	
6	Remarks of the Visiting Officer	

There should be separate Patwarkhana at revenue villages of Badra and Picheerwara. People of Gram Panchayat suffer a lot due to non availability

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Throughout Panchayat Hala
2	Name of the beneficiary	Constructed throughout Hala
3	Status of the house (completed/ in-use/ under-construction)	9 complete, under construction 17.
4	Any Other	
5	Remarks of the Visiting Officer	There is need of more than 100 PMAY houses in the gram Panchayat. Found as per visit

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Throughout the Panchayat
2	Name of the beneficiaries	Constructed across the Panchayat
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Soak pits completed = 95 Compost pits completed = 84 } in use
4	Any Other	
5	Remarks of the Visiting Officer	Already constructed structures are working properly. There is need of more such structures in the Panchayat

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Bicherwara
2	No of online services provided by the CSC	100+ Services are being provided at CSC
3	No of persons approached for services	60 to 70 persons approached daily for services
4	Any Other	
5	Remarks of the Visiting Officer	CSC at Bicherwara is having good record as per Panchayat reports. There is need of one more CSC Centre at Badra Panchayat.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Good Road connectivity. But needs improvement at many spots
2	Transport	Non-availability of transport
3	Electricity	Yes (Good)
4	Drinking water	Not satisfied - Scarcity of Tap water and people demand new TBM
5	Cleanliness	Satisfactory
6	Sports facility (Playground)	Available
7	Any Other	

Scheme should be implemented

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	
	2. Skits, Songs, Dramas	
	3. Local Folk programme / Show	This program was performed by school students.
	4. Discussions with PRI and Senior citizens	Heating discussion was held
	5. Exhibitions	
B	Sports Activities	
	1. Sports Event	
	2. Distribution of sports kit	
C	Inaugurations (If any)	3 houses were inaugurated
	PMAY house	
	Segregation Sheds	01 was inaugurated
	Amrit Sarovar	
	JJM Assets	
	Compost/ Soak Pits	5 soak pits inaugurated
	PMGSY / MGNREGA works	inaugurated
	Any other	
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	Awareness was given regarding these issues.

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean water and sanitation
2	Activities undertaken under the Theme (as per instruction manual)	Gramsasha was conducted and people were given awareness regarding sanitation and clean water.
3	Status of activities undertaken	Sanitation was found satisfactory but water sector needs further improvement
4	Visible impact of the Activities	No free flow of grey or black water and no open deposition of garbage
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP	5 activities
7	Bottlenecks, if any, faced in the achievement of SDG Theme	- NO -
8	Remarks of the Visiting Officer on the status SDG Theme	Work needs to be done to achieve the SDG fully.

Details of candidates for Self Employment

- ① Mudassar Ahmad Dar S/o Bashir Ahmad Dar 6005 481161
- ② Mudassar Bashir Dar S/o Bashir Ahmad Dar 9797 202627
- ③ Marwaf Ahmad Malla S/o Navir Ahmad Malla 7051 50823
- ④ Imtiyaz Ahmad Dar S/o Gh Mohd. Dar 60054 95035
- ⑤ Mohd Ashraf Khawaja S/o AH Mohd Khawaja 8493 951950

QUESTIONNAIRE FOR B2V5 Schedule-VII (IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A Demands/ Grievances addressed by the Administration		
1	Electricity supply means were solved upto maximum	
2	To solve water needs Submersible Motor (NPS) was installed	
3	for waste disposal Community compost pit and Segregation	on Kamrud.
4	fencing and levelling of grounds and playgrounds	shed were done constructed.
5	Improvement in the roads of Gram Panchayat	
B Impact of B2V1 to B2V4		
1	Electricity supply means became better	
2	People of village especially Antra Puzen and few wards of Panchayat	have access
3	Gram Panchayat has become neat & clean by various	measures.
4	important places got fenced and levelled.	
5	Conditions of roads is better as compared to other previous years.	
C Challenges in the Panchayat		
1	Supply of fresh and clean tap water in whole Panchayat	
2	Completion of pending roads in the Panchayat	
3	Holistic development in infrastructure and supplies in Health sector	
4	Development of skill education and one girls high school in Gram Panchayat	
5	Sanction of Public Transport for Gram Panchayat.	
D Suggestions if any		
1	Proper and speedy implementation of previously sanctioned	
2	Transport from local level to Antra Puzen and Antra Puzen	work.
3	Construction of Antra Puzen	
4	improvement of street lighting	
5	Availability of manpower in various public departments.	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS	
1	RDD
2	Education
3	R&B
2. LEAST RESPONSIVE DEPARTMENTS	
1	PHE
2	Forest department
3	Floriculture

ii. FEEDBACK ON UT INITIATIVES

There was development in Jammu and Kashmir after UT foundation and Halqa Bichherwara has taken the advantage of all centrally sponsored schemes. The Gram Panchayat is developing towards progress and prosperity.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Public is suffering due to non availability of fresh water.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far.	Improvement in health and education sectors in the Gram Panchayat.
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 Gram Panchayat is getting benefits of Govt. schemes due to which there is visible development in the village. Quick action and implementation is needed.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	6
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	It is hereby certified that the VO along with Model Officer from RDD stayed in the panchayat for one night and two days.

Signature of Sarpanch

Name Nayem Ahmed

Sarpanch

Halqa Bichherwara

Phone: 8899166210

Signature of the Visiting Officer

Name Iqbal Rasool Mir

Gr. Lecturer

Govt BSS Ashpora

09/11/2023 Second Day Attendance B2Vs (Line Departments)

Name of Employee	Department	Designation	Phone Number	Remarks
Muhammad Iqbal	Agriculture	JABO	7006884850	Family
Ayaz Ali Shah	Sheep Husbandry	ASIM	8182995723	Family
Mohd Shafi' Haseer	Animal Husbandry	(V.P)	7889802912	Family
Majeed Ali Hasham	Horticulture	H-T-LIV	9596085477	Family
Eni-Rasool Khan	Sariculture	M-M	9906057562	Family
Haseem	Health	ASHA	7051445234	Family
Fahmeed Ali	I.C.D	AWCWA	9622899145	Family
Muhammad Javed	R.B.B	Road Worker	7006326951	Family
Chaudhary M. Shafi Chachiz	FCSECA	ASK. Com Clerk	9906660267	Family
Muhammad A. Hasham	I.C.D	Worker	9797018220	Family
SAMAYA ASHRAF	I.C.D.S	A.W.W	9149919625	Family
Sulander Kaur	EMPHW	Health	7006417266	Family
Rukhsana Begum	Aisha	Health (Asha)	9797178037	Family
Muhammad Asghar Jantary	PHE	Assistant Commissioner	9596033505	Family
Muhammad Hussain Khan	School Education	Head Master	6005217572	Family
Muhammad Mujtaba Bhatt	RDD	AAP	7006727016	Family
Mazhar Ahmad	P.H.E	P.H.E. Officer	7006510462	Family
Bilal Aslam	RDD	Chief Officer	9103339096	Family
Muhammad Yousaf	P.D.S.	S.K.	9541458929	Family
Muhammad Asghar (Cousin)	RDD	Senior Officer	9596009721	Family

Report regarding implementation of various central sponsored schemes like -

KCC, HSC, MGNREGS, ABHA Cards, PMJAY, Sehat Scheme, Land Passbooks, UDD

Sir,

During the Back to Village Phase I of B₂Vs Programme, it was observed that the people of Gram Panchayat are getting benefits of all these schemes. We found the people holding KCC cards, Golden Cards, Job cards, Land Passbooks, etc. We are sharing the figures with you sir, as per the report received from different departments we have 817 persons having Land Passbooks, 1150 with Golden Health cards, ~~1003~~¹⁰⁰³ having ABHA cards, 312 Job cards, 477 KCC. Many persons have been provided with different equipments facing any kind of disability. Awareness was given to people about different self employment schemes and people were also ^{made} aware about Nasha Mukh Bharat. Healthy discussion was held for the development of Panchayat in which all PRIs and general public participated. ~~Support~~ Sports activities also took place during the programme. Some crises were evolved on spot with the help of higher ups of different departments. It is suggested that all the depts. should work with zeal and zest for 100% implementation of all the schemes. 09/11/23