

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

Kileleshwa

W.e.f : 9th to 10th Nov. 2023

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	AZJAZ AHMAD DOBI
2	Designation	LECTURER EDUCATION
3	Department	SCHOOL EDUCATION
4	Place of posting	HSS Kilam Kulgam
5	Mobile No	7006741689
6	Email ID	aijaz2522@gmail.com
7	Home District	KULLIAM
8	Dates of visit	09/11/2023 to 10/11/2023

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	Kilam - B
2	Local Government Directory(LGD) code of the Panchayat	241670
3	Name of CD Block	Devbar
4	Name of Tehsil	Devbar
5	Name of District	Kulgam

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	05
3	No. of households in the Panchayat	309/458
4	Population (approx) of the Panchayat	927.

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	Ajao Mu Shah	Jr. AEO	Present	Satisfactory
2	Education	Subzar Mu Bhat	Teacher	- do -	- do -
3	Food, Civil Supplies and Consumer Affairs	Kher Shahid Humad	Helper	- do -	- do -
4	Forest	Mohd. Munahar	MTS	- do -	- do -
5	Health and Medical Education	Shazada Mkhdo	Asha	- do -	- do -
6	ICDS Department	Nabeeda Jan	A.N.W	- do -	- do -
7	Irrigation and Flood Control Department	Mushtaq Humad	Helper	- do -	- do -
8	Jal Shakti Department	Eh. Hassan Bhat	ALM	- do -	- do -
9	Power Development Department	Mohd Amin Bhat	Helper	- do -	- do -
10	Public Works Department	Mushtaq Humad	W. Supervisor	- do -	- do -
11	Revenue	Parvaz Humad	Patwar	- do -	- do -
12	Rural Development and Panchayat Raj	Najeeb ul Rehman Nadik Hussain	P.A.A. P.A.A.	- do -	- do -
13	Skill Development	-	-	-	-
14	Social Welfare Department	Parvina Mkhdo	Supervisor	- do -	- do -
15	Youth Services and Sports Department	Javid Mu. Bhat	R.K.	- do -	- do -
16	Others Animal Husb.	Kher Shahid Mu.	Sr. V.P.	- do -	- do -
17	Fisheries	Nadeem Humad	MTS	- do -	- do -
18	Sheep Husbandry	Subzar Humad	MTS	- do -	- do -
19	EDB (Bank)	Subair Mkhraj	Manager	- do -	- do -
20	Handicraft	Abid Nisar Lakh	- MTS	- do -	- do -

QUESTIONNAIRE FOR B2V5

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

1	Infrastructure of Panchayat Ghar				
	a) Govt building/private	Govt. Building			
	b) New/needing repairs	New			
	II. Furniture (Y/N)	Yes			
	III. Computer/printer (Y/N)	Yes			
	IV. Internet (Y/N)	No			
	V. Telephone (Y/N)	No			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Yes			
	VII. Water (Y/N)	Yes			
	VIII. Electricity (Y/N)	No			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	01	29	x	Govt.
	b) Primary	01	52	x	Govt.
	c) Middle	03	90	04	Govt.
	d) High	x	x	x	x
	e) Higher Secondary	01	394	07	Govt.
	f) College	x	x	x	x
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		05	139	x	Govt.
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		x	01	x	01
5	Bank branch (Y/N)	Yes			
6	Availability of ATM (Y/N)	Yes			
7	Khidmat center/ CSC (Y/N)	Yes			
8	Patwarkhana (Y/N)	Yes			
9	Village haat (Y/N)	No			
10	Playground (Y/N)	Yes			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01	275	Yes (100%)	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		10	10		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		03	Kilam-B	Good	Yes
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	The Panchayat is located near River Vashew, Pisciculture units can be developed there.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	All			
	iii. Please mention assets	Educational Institutions			
	1.	Veterinary Clinic			
	2.	Ration Depo			
	3.	Jk Bank / EOB Bank			
	4.	Playground / Hospital			
	5.				
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		x	x		
17	List of Underutilized Buildings- names	Name	Year of construction		
		x	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 PENDENCY
1	Old Age pension	Social Department Welfare	43	43	-
2	Widow pension	Social Department Welfare	03	03	-
3	Disability pension	Social Department Welfare	03	03	-
4	Status under Stunting Mukht	Social Department Welfare	NIL	NIL	-
5	Status under wasting Mukht	Social Department Welfare	NIL	NIL	-
6	Equipment's provided to Specially abled persons(implants, tricycles etc)	Social Department Welfare	01	01	-
7	Digital Services provided	IT/ BDO/ CSC	430 ⁺	250	-
8	Daksh Kisan	Agriculture Department	15	15	-
9	Kisan credit card	Agriculture Department	315	288	under process
10	PM Kisan Sammanndhi	Agriculture Department	315	209	-do-
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmat, etc)	Employment Department	-	-	-
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	-
13	JJM Implementation	Jal Shakti Department	-	-	-
	I. No of Household provided FHTC		200	180	under process
	ii. Har Ghar Jal village(s) certified (No.)	67/10/16	-	-	-
14	No of Households electrified	PDD	438	438	-
15	PMAY- Gramin	RDD& PR	17	15	Andhar Not Linked with A/No.
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	09	09	-
17	ODF Plus villages (No)	RDD& PR	01	01	-
18	Targeted Sock pit completed	RDD& PR	25	25	-
19	JKRLM:	RDD& PR	-	-	-
	I. Number of Self Help Groups formed		-	-	-
	ii. Number of Households involved		-	-	-
20	Land Passbook Saturation	Revenue Department	600	400	Beneficiaries Not applied
21	Pending Mutations	Revenue Department	NIL	NIL	-
22	Domicile Certificates	Revenue Department	1000 ⁺	900	under process
23	Persons identified drug addicts	BDO/ Sarpanch	-	-	-
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	14	14	-
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	-	-	-
26	Golden Health Card under Ayushman Bharat	Health Department	1600	1560	under process
27	Janani suraksha yojana	Health Department	11	11	-
28	Status under Anaemia Mukht	Health Department	-	-	-
29	Status under Leprosy Mukht	Health Department	-	-	-
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	03	03	-
31	Number of Ayushman Sabas held	Health Department	48	48	-
32	Out of School Children brought to Schools	School Department Education	02	02	-
33	Number of students still out of Schools	School Department Education	NIL	NIL	-
34	Persons educated through bridge courses	School Department Education	NIL	NIL	-
35	Household using clean cooking fuel (LPG)	FCS & CA	415	395	-

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	PHC - Kilam
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff a) Doctor b) Paramedical	04 16
4	No of patients attended during the month	1500
5	Status of medicine availability	Available
6	Special medical camp held, if any	Yes
7	Status of Immunization	100% Done
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	- NIL -
10	Non- Institutional deliveries in Panchayat (Current Year)	- NIL -
11	Other	-
12	Remarks of the Visiting Officer	Doing good - Requires repairment in roof and WASH facility.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt. HSS Kilam
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	24
4	Enrolment of the School a) Boys b) Girls	216 178
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'	cleanliness drives, debates, discussions, Seminars, Painting competitions etc.
10	Other	-
11	Remarks of the Visiting Officer	Working is satisfactory Needs Boundary wall and the Levelling of playground.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	Bonapora Kilam - B.
2	Number of children enrolled a) Boys b) Girls	10 10
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	No
9	Availability of tap connection	Yes
10	Availability of electricity connection	Yes
11	Number of children stunted	NIL
12	Number of children wasted	NIL
13	Any Other	-
14	Remarks of the Visiting Officer	overall performance good.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Near Birtel Tower Kilam - B
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Khusshid Ahmed Wani
4	No of registered beneficiaries	275
5	No of beneficiaries drawing Ration from the store	275
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

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	EDB Near Eid-gah Kilam-B.
2	No of Accounts in the branch	6500
3	No of persons applied under various self-employment schemes	45
4	No of cases sanctioned under various self-employment schemes	45
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	43
6	Availability of ATM	No
7	Any Other	-
8	Remarks of the Visiting Officer	Satisfactory

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Near PHC Kilam-B
2	Condition of Amrit Sarovar	Good
3	Details of repair undertaken, if any	- NIL -
4	Utilization of Amrit Sarovar	Yes
5	Any Other	-
6	Remarks of the Visiting Officer	Maintained well and is in a good condition.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Takibal Kilam-B
2	Condition of Playground	Good
3	Utilization of Playground	Yes
4	Any Other	-
5	Remarks of the Visiting Officer	Well maintained playground with boundary wall is available.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	Govt. Girls Hostel Kilam-B
2	Government/ Private building	Govt.
3	Land passbook saturation	60%
4	Pending mutations	- NIL -
5	Any Other	-
6	Remarks of the Visiting Officer	Satisfactory.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Near Nani Masjid Kilam - B
2	Name of the beneficiary	Mohd Amin Hajam
3	Status of the house (completed/ in-use/ under-construction)	Under Construction
4	Any Other	-
5	Remarks of the Visiting Officer	Work going on

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Shah Mohalla Kilam - B
2	Name of the beneficiaries	Rfa Mohideen Lone
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	in-use
4	Any Other	-
5	Remarks of the Visiting Officer	Mostly filled up with mud.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Kilam Main Market
2	No of online services provided by the CSC	23
3	No of persons approached for services	1000 (approx.)
4	Any Other	-
5	Remarks of the Visiting Officer	Satisfactory

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	The link roads need to be mechanized.
2	Transport	The Bus service to Srinagar should be started.
3	Electricity	Area requires additional transformers and wiring.
4	Drinking water	Need of water filtration plant.
5	Cleanliness	Need of more Soak and Compost pits.
6	Sports facility (Playground)	Leveling and complete boundary wall of playground.
7	Any Other	Need of flood protection walls.

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	Seminars regarding Environmental Cleanliness
	2. Skits, Songs, Dramas	Drama regarding drug abuse
	3. Local Folk programme / Show	x x x
	4. Discussions with PRI and Senior citizens	Held with full participation
	5. Exhibitions	x x x
B	Sports Activities	
	1. Sports Event	Conducted V. ball match, Race
	2. Distribution of sports kit	x x x
C	Inaugurations (If any)	
	PMAY house	Inspected and found satisfactory
	Segregation Sheds	Inspected and found functional
	Amrit Sarovar	Inspected and found in good condition
	JJM Assets	Inspected found filled
	Compost/ Soak Pits	
	PMGSY / MGNREGA works	Inspected and found all satisfied
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	x x x
	Land Pass books	Provided via concerned authorities
	Any other	x x x
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Done and the people were made familiar with all these schemes.

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean and green Panchayat and Healthy Village.
2	Activities undertaken under the Theme (as per instruction manual)	- Holding cleanliness drives - Importance regarding Soak and Composit Pits. - activities regarding Solid and Liquid management systems. - awareness regarding Inundation systems.
3	Status of activities undertaken	Almost 95% schemes functional at grass root level
4	Visible impact of the Activities	- People appreciated all the activities which were held and demanded more such awareness activities in future.
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	04
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Need more participation and Interest from people.
8	Remarks of the Visiting Officer on the status SDG Theme	Appreciating and Satisfactory

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A Demands/ Grievances addressed by the Administration		
1	- Construction of Protection wall of Panchayat Epher,	
2	Ephr. Middle School Kilam and Ephr. HSS Kilam.	
3	- Flood protection bund for Agricultural Land	
4	Near Stadium at Kilam - B.	
5		
B Impact of B2V1 to B2V4		
1	- Participation of people in Egram Sabhas etc.	
2	- Different Developmental works were taken in the	
3	Panchayat under various schemes of Ephr.	
4	Road Connectivity and Green House Holes	
5	were connected. With Fresh Tap Water.	
C Challenges in the Panchayat		
1	- Flood protection bund as the Panchayat	
2	is located near River Vesham.	
3	- Lack of interest and participation of	
4	people particularly youth.	
5	- Lack of coordination between Line Departments	
D Suggestions if any		
1	Needs more focus on the Services provided by	
2	RDD, PDD and JIM.	
3	- Awareness to people regarding Participation	
4	in Egram Sabhas and other meetings.	
5	- issues and grievances need to be fulfilled which	
	are raised by people in earlier programmes	
	and Egram Sabhas.	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1 BEST PERFORMING DEPARTMENTS	
1	RDD and Education
2	Health and ICDS
3	Jal Shakti Dept and Agriculture
2 LEAST RESPONSIVE DEPARTMENTS	
1	- NIL -
2	x
3	2

ii. FEEDBACK ON UT INITIATIVES

- Feeling immense pleasure to write that Govt. of India is doing an extraordinary job in almost all the fields these by the uplifting the developmental scenario in Union territory bring corruption free and transparency in governance making all the schemes/service online, Empowering the Panchayats and effective participation of people particularly women.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	- Meda-damization of local link roads. - Improvement in LT poles and Electric LTs.
2	Major/urgent public demands that was/were reflected earlier but have not been addressed so far:	- Boundary wall of Govt Higher Sec. School - Filtration plant. Kilam
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 overall assessment of all the departments works are found satisfactory. All the issues raised earlier have been addressed by all the departments but there is a need of more improvement in services concerned with RDD, PDD and PHE.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	09
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	The visiting officer stayed for 2 days and one night in Panchayat and all the work done was found satisfactory.

Signature of Sarpanch
Name: Ahmad Rajan
Kilam

Signature of the Visiting Officer
Name: AEZAZ Ahmed Dobi
10/11/2013

To whom it may concern

It is certified that Aijaz Naved Dda, Visiting Officer has stayed in the Panchayat Halqa Kilem-B Block Darsar for two days (09/12/2023 & 10/12/23) in connection to 5th phase of Back to Village (B2V5) programme vide order No. 399. DDCK of 2023.
Date: 10/12/23

Aijaz Naved Dda
Sarpanch
Aijaz Ahmad Hajam
Kilem-B
Kilem B.
Date: 10/12/2023.