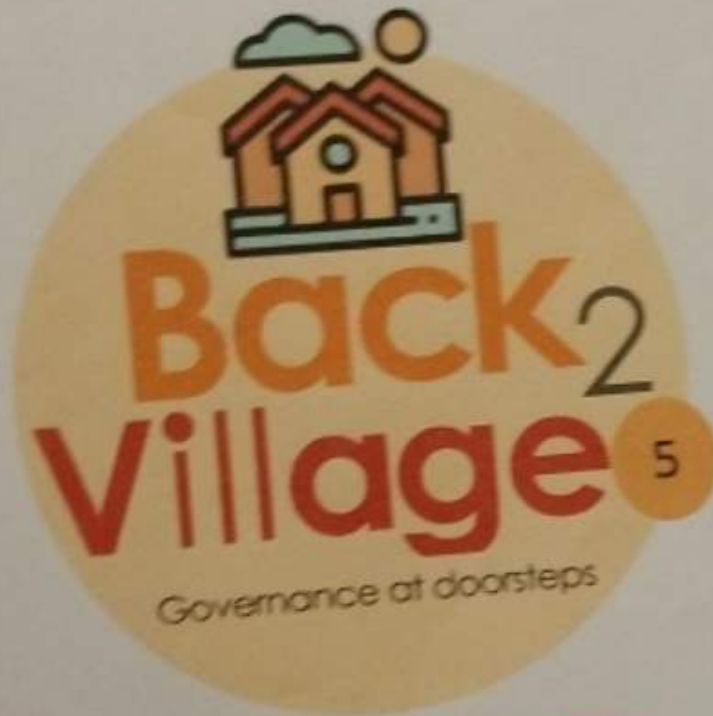


PANCHAYAT HALQA
KRALAPORA-B
BLOCK:- B-K-PORA
TEHSIL:- B-K-PORA
DISTRICT:- BUDGAM

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023.



10 to 16th NOVEMBER 2023.

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

Details of Reporting Officer:

S.No	Particulars	
1	Name	ABUL ALA DAR
2	Designation	SENIOR LECTURER
3	Department	EDUCATION
4	Place of posting	HSS WAIHORA
5	Mobile No	7780957243
6	Email ID	abulaladar372@gmail.com
7	Home District	BUDGAM
8	Dates of visit	10th & 11th 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	KRALADORA 'B'
2	Local Government Directory(LGD) code of the Panchayat	241246
3	Name of CD Block	B-K-PORA
4	Name of Tehsil	B-K-PORA
5	Name of District	BUDGAM

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	02
3	No. of households in the Panchayat	661
4	Population (approx) of the Panchayat	3966

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				
2	Education	DR. SHAZIA FASRY	AEA	present	
3	Food, Civil Supplies and Consumer Affairs	MYS MARYAM	TEACHER	present	
4	Forest	ADIL AHMAD PAUL	STORE KEEPER	present	
5	Health and Medical Education	SH. RASOOL	WATCHER	present	
6	ICDS Department	GULZAR AHMAD	HEAD INSPECTOR	present	
7	Irrigation and Flood Control Department	SHAHZA SALEEM	SUPERVISOR	present	
8	Jal Shakti Department	NAZIR AHMAD	WORKS SUPERVISOR	present	
9	Power Development Department	FAROOQ AHMAD	LINE MAN	present	
10	Public Works Department	RIYAZ AHMAD	INSPECTOR	present	
11	Revenue	BICAL AHMAD	ROAD WORKER	present	
12	Rural Development and Panchayat Raj	JAVID AHMAD	PATWARI	present	
13	Skill Development	AB- RASHID	Sec. panchayat	present	
14	Social Welfare Department	absent	absent	absent	
15	Youth Services and Sports Department	IRFAN AHMAD	T S O	present	
16	Others	absent	absent	absent	
17					
18					
19					
20					

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/need repairs	NIL			
	II. Furniture(Y/N)	NIL			
	III. Computer/printer(Y/N)	NIL			
	IV. Internet (Y/N)	NIL			
	V. Telephone (Y/N)	NIL			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	NIL			
	VII. Water (Y/N)	Under construction			
	VIII. Electricity(Y/N)	NIL			
2	Educational Institutes				
		No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	NO	-		
	b) Primary	NO	-		
	c) Middle	NO	-		
	d) High	01	80	02	Govt
	e) Higher Secondary	NIL			
	f) College	NIL			
3	Anganwadi Centre	No. of Anganwadi Centre	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		05	124	01	private
4	Healthcare facility	No. of sub centers	No. of PHCs	No. of health & wellness centers	No. of Institutes having Govt. building
			01		
5	Bank branch(Y/N)	NO			
6	Availability of ATM (Y/N)	NO			
7	Khidmat center/ CSC (Y/N)	NO			
8	Patwarkhana(Y/N)	NO			
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	681	681	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		NIL	NIL	NIL	NIL
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	NIL	NIL		
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured				
	iii. Please mention assets				
	1. COMPOST PIT				
	2. ANGANWADI				
	3. DUSTBINS				
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		01	2022-23, 2023-24		
17	List of Underutilized Buildings- names	Name	Year of construction		
		01	from 2022		

QUESTIONNAIRE FOR B2V5

(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				
2	Widowpension	Social Department Welfare			
3	Disabilitypension	Social Department Welfare	56	56	
4	Status under Stunting Mukht	Social Department Welfare	09	09	
5	Status under wasting Mukht	Social Department Welfare	11	11	
6	Equipment's provided to Specially abled persons(implants, tricycles etc)	Social Department Welfare	02	02	
7	Digital Services provided	Social Department Welfare	03	03	
8	Daksh Kisan	IT/ BDO/ CSC	NIL	NIL	
9	Kisan credit card	Agriculture Department	NA	NA	
10	PM KisanSammannidhi	Agriculture Department	20	NIL	under process
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Agriculture Department	151	46 issued	Land sold
12	Primary Agriculture Credit Society (PACS) formation	Employment Department	160	159	Land not in farmer's name
13	JJM Implementation		NA	NA	
	i. No of Household provided FHTC		NA	NA	
	ii. Har Ghar Jal village(s) certified (No.)		661	661	
14	No of Households electrified	PDD	100%	100%	
15	PMAY- Gramin	RDD& PR	620	620	
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	NA	NA	
17	ODF Plus villages (No)	RDD& PR	100%	100%	
18	Targeted Sock pit completed	RDD& PR	15	15	
19	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed		20	20	
	ii. Number of Households involved		20	20	
20	Land Passbook Saturation	Revenue Department	NA	100%	
21	Pending Mutations	Revenue Department	NA	100%	
22	Domicile Certificates	Revenue Department	NA	NA	
23	Persons identified drug addicts	BDO/ Sarpanch	NIL	NIL	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	—	—	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	NIL	NIL	
26	Golden Health Card under Ayushman Bharat	Health Department	5966	5727	Not interested
27	Janani suraksha yojana	Health Department	37	12	N.A of funds
28	Status under Anaemia Mukht	Health Department	462	462	NIL
29	Status under Leprosy Mukht	Health Department	NA	NA	No case found
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	4	4	
31	Number of AyushmanSabras held	Health Department	8	8	
32	Out of School Children brought to Schools	School Department Education	—	—	
33	Number of students still out of Schools	School Department Education	NIL	NIL	
34	Persons educated through bridge courses	School Department Education	—	—	
35	Household using clean cooking fuel (LPG)	FCS & CA	3405	3405	

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	P.H.C. KRALAPORA
2	Type of building (Govt./ Private)	PRIVATE
3	Availability of Staff a) Doctor b) Paramedical	04 03
4	No of patients attended during the month	547
5	Status of medicine availability	YES
6	Special medical camp held, if any	NIL
7	Status of Immunization	YES 98%
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	Health education is being delivered
12	Remarks of the Visiting Officer	Health department is doing their job nicely and immunization done in time.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	HS KRALAPORA ZONE B-K-P.O.RA
2	Type of building (Govt./ Private)	GOVT.
3	Availability of Staff as per sanctioned strength	24- present 19 (sanctioned 24) deficiency 03- present 02
4	Enrolment of the School a) Boys b) Girls	38 40 YES (NOT SUFFICIENT)
5	Availability of play ground	YES
6	Availability of drinking water	YES (unjustified use of electricity)
7	Availability of electricity	YES
8	Availability of functional toilets	YES
9	Activities undertaken under 'My School My Pride'	-
10	Other	The school is running smoothly.
11	Remarks of the Visiting Officer	

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	01-SEKPORA 2-MANZ MOHALA 2, HANIDAL 244 3 KUMH
2	Number of children enrolled a) Boys b) Girls	48 = 101 53
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	NO
8	Availability of Functional toilet	YES
9	Availability of tap connection	YES
10	Availability of electricity connection	YES
11	Number of children stunted	02
12	Number of children wasted	02
13	Any Other	NO
14	Remarks of the Visiting Officer	Anganwari Centres are running smoothly

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	NEAR MANDIR
2	Government / Private	GOVT
3	Name of the dealer (in case of Private)	NO
4	No of registered beneficiaries	681
5	No of beneficiaries drawing Ration from the store	3405
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	NO
10	Remarks of the Visiting Officer	The CAPD Store runs properly.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	
2	No of Accounts in the branch	
3	No of persons applied under various self-employment schemes	NIL
4	No of cases sanctioned under various self-employment schemes	—
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	—
6	Availability of ATM	—
7	Any Other	—
8	Remarks of the Visiting Officer	feasible Land not available

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	Feasible land not available.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	KRALAPORA (B)
2	Condition of Playground	Needs renovation
3	Utilization of Playground	Under process.
4	Any Other	
5	Remarks of the Visiting Officer	Needs more funds for its completion in time.

VIII. Patwarkhana:

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

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	
3	Status of the house (completed/ in-use/ under-construction)	
4	Any Other	
5	Remarks of the Visiting Officer	

No PMAY house constructed during the year

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	
2	Name of the beneficiaries	Krataposa (8)
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	
5	Remarks of the Visiting Officer	The Soak pits sanctioned during the year are completed in time.

XI. Khidmatcenter / CSC:

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

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Satisfactory
2	Transport	Satisfactory (Needs Sumo service)
3	Electricity	Satisfactory
4	Drinking water	Satisfactory (Needs more filtration)
5	Cleanliness	Not Satisfactory
6	Sports facility (Playground)	Satisfactory but needs more fu
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	
	2. Skits, Songs, Dramas	—
	3. Local Folk programme / Show	—
	4. Discussions with PRI and Senior citizens	—
	5. Exhibitions	YES discussed with PRI and Co
B	Sports Activities	
	1. Sports Event	—
	2. Distribution of sports kit	—
C	Inaugurations (If any)	—
	PMAY house	—
	Segregation Sheds	—
	Amrit Sarovar	—
	JJM Assets	—
	Compost/ Soak Pits	—
	PMGSY / MGNREGA works	—
	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	YES aware generation about digital services and other schemes.

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	poverty free and enhanced livelihood
2	Activities undertaken under the Theme (as per instruction manual)	Career counselling camps, creation of SHGS in GPS, camps to encourage youth for self employment. Demand for work under MGNAREGA. Preparation of Job cards under MGNAREGA. Ujjwala gas connection.
3	Status of activities undertaken	In process
4	Visible Impact of the Activities	Activities/work done under SDG have positive impact on general public.
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	NA
6	How many activities of SDG have been covered under GPDP	13
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Lack of training to front line workers of other departments.
8	Remarks of the Visiting Officer on the status SDG Theme	Some activities have been fulfilled and some other activities need to be completed.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Playground	
2	partial completion of panchayat ghos	
3	upgradation of internal roads.	
4	upgradation of internal drains	
5		
B	Impact of B2V1 to B2V4	
1	Some demands have been completed / fulfilled	
2	and some are yet to be	
3	addressed. So overall an	
4	mixed impact.	
5		
C	Challenges in the Panchayat	
1	Lack of safe and clean drinking water.	
2	Drainage. Nadi Nallehs have got converted into filth.	
3	P.H.C. centre is yet under construction.	
4	Panchayat washrooms are still incomplete	
5		
D	Suggestions if any	
1	People of the village have been raising the	
2	demand of proper drainage system, clean drinking	
3	water. P.H.C. is still incomplete	
4	people live near the Doodh Ganga	
5	suffers a lot due to the bad smell.	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RDD
2	EDUCATION
3	HEALTH
2	LEAST RESPONSTVE DEPARTMENTS
1	SPORTS
2	BANK
3	Co-operative

II. FEEDBACK ON UT INITIATIVES

- 1- Vishwa Karma
- 2- Nasha MukT
- 3- Corruption free
- 4- Digitalisation

III. GENERAL ASSESSMENT OF THE VISTING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Acute drainage problem in facility of PHC. slow development in roads.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	1- Completion of PHC Centre. 2- Full Redriving and clearing of all irrigation canals. 3- Two more anganwadi centres. 4- construction of 10 Wells programised. 5- Dislocation of dumping site.
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)	A few demands have been fulfilled by the govt and pending demands may be fulfilled at an earliest.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	8
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Certified that Mr. Abul Ala Dar (Visiting officer) B2V5 PH Kralapara B stayed in panchayat on 10th and 11th of NOV 2023.

Signature of Sarpanch
Name.....
ALEEMA

Signature of the Visiting Officer
Name ABUL ALA DAR