

INSTRUCTION MANUAL FOR B2V5



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	Dr. H.M. Mohasin Hasis
2	Designation	Veterinary Assistant Surgeon
3	Department	Sheep Husbandary
4	Place of posting	Y.K. Pura
5	Mobile No	7780830514
6	Email ID	mohsinhasis4702@gmail.com
7	Home District	Anantnag
8	Dates of visit	13/11/23 & 14/11/23

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	L.G. Pura - B
2	Local Government Directory (LGD) code of the Panchayat	274619
3	Name of CD Block	Nessu
4	Name of Tehsil	Anantnag
5	Name of District	Anantnag (Panthi Kulgam)

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	04
2	No. of hamlets in the Panchayat	15
3	No. of households in the Panchayat	543
4	Population (approx) of the Panchayat	2384

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	Nazir Ah. Bhat	AEA	✓	-
2	Education	Rafiq Ah. Lone	Teacher	✓	-
3	Food, Civil Supplies and Consumer Affairs	Sami-ullah Ganie	F.P. Shop Dealer	✓	-
4	Forest	Ab. Rashid Durr	Helper	✓	-
5	Health and Medical Education	Gulzar Ah. Rather	NPW	✓	-
6	ICDS Department	Pamposher Khat	Supervisor	✓	-
7	Irrigation and Flood Control Department	-	-	(A)	-
8	Jal Shakti Department	Mushtaq Ah. Pala	Field Worker	✓	-
9	Power Development Department	Tanveer Ahmed	Lineman	✓	-
10	Public Works Department	Hb. Rehman Wami	A.E	✓	-
11	Revenue	Mehraj Ahmad	Postvasi	✓	-
12	Rural Development and Panchayati Raj	Rukia Jan	GRS	✓	-
13	Skill Development	Mohd. Humain	Senior Craft Inspector	✓	-
14	Social Welfare Department	Yasmeena Jan	Craft Artisan	✓	-
15	Youth Services and Sports Department	-	-	(A)	-
16	Others				
17	Sericulture	Owais Ahmad Mir	Mali	✓	-
18	DIC	Mukhtar Ahmed	Field Officer	✓	-
19	PHE Mechanical	Ghi. Rasool Durr	Station Officer	✓	-
20	Floriculture	Mudasir Ah.	Common laborer	✓	-

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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	Private			
	b) New/need repairs	Need repair			
	II. Furniture(Y/N)	N			
	III. Computer/printer(Y/N)	N			
	IV. Internet (Y/N)	N			
	V. Telephone (Y/N)	N			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Yes			
	VII. Water (Y/N)	Yes			
	VIII. Electricity(Y/N)	Yes			
2	Educational Institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	Nil	-	-	-
	b) Primary	2	53	Nil	Govt (1) Pvt (1)
	c) Middle	1	57	Nil	Govt (need repairment)
	d) High	Nil	-	-	-
	e) Higher Secondary	Nil	-	-	-
	f) College	Nil	-	-	-
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		10	187	Nil	Private (need repairment)
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		Nil	Nil	1 (Sakloo)	Nil
5	Bank branch(Y/N)	Nil	1	-	-
6	Availability of ATM (Y/N)	No	1	-	-
7	Khidmat center/ CSC (Y/N)	No	-	-	-
8	Patwar khana(Y/N)	No	-	-	-
9	Village haat (Y/N)	No	-	-	-
10	Playground(Y/N)	No	-	-	-
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		4	543	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		No	-		
13	Amrit Sarovers - details, location, condition	Details	Location	Condition	Utilization
		Yes	Malikpur	Worse	Unutilized need repair.
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	-			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	10			
	iii. Please mention assets				
	1.	Soak pit, Compost pit			
	2.	Public works			
	3.	CSC			
	4.	Mobile towers			
	5.	Anganwadi Centres, Ration Shop			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Nil	-		
17	List of Underutilized Buildings- names	Name	Year of construction		
		Nil	-		

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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 Welfare Department	91	91	-
2	Widow pension	Social Welfare Department	15	15	-
3	Disability pension	Social Welfare Department	9	9	-
4	Status under Stunting Mukht	Social Welfare Department	Nil	-	-
5	Status under wasting Mukht	Social Welfare Department	Nil	-	-
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Welfare Department	5	5	-
7	Digital Services provided	IT/ BDO/ CSC	-	-	-
8	Daksh Kisan	Agriculture Department	5	5	-
9	Kisan credit card	Agriculture Department	121	121	-
10	PM Kisan Samman Nidhi	Agriculture Department	121	121	-
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		458	300	Due to less pressure at fertilization
	II. Har Ghar Jal village(s) certified (No.)		Nil	-	
14	No of Households electrified	PDD			-
15	PMAY- Gramin	RDD& PR	Nil	2	-
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	Nil	380	-
17	ODF Plus villages (No)	RDD& PR	5 villages	All covered	-
18	Targeted Sock pit completed	RDD& PR	25	25	-
19	JKRLM:	RDD& PR			
	I. Number of Self Help Groups formed		Nil	-	-
	II. Number of Households involved		-	-	-
20	Land Passbook Saturation	Revenue Department			
21	Pending Mutations	Revenue Department			
22	Domicile Certificates	Revenue Department			
23	Persons identified drug addicts	BDO/ Sarpanch	1	1	-
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	Nil	-	-
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	Nil	-	-
26	Golden Health Card under Ayushman Bharat	Health Department	2305	2140	Rest not eligible
27	Janani suraksha yojana	Health Department	35	35	
28	Status under Anaemia Mukht	Health Department	34	34	-
29	Status under Leprosy Mukht	Health Department	Nil	-	-
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	14	14	-
31	Number of Ayushman Sabas held	Health Department	Nil	-	-
32	Out of School Children brought to Schools	School Education Department	Nil	-	-
33	Number of students still out of Schools	School Education Department	Nil	-	-
34	Persons educated through bridge courses	School Education Department	Nil	-	-
35	Household using clean cooking fuel (LPG)	PCS & CA	409	409	-

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Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health & Wellness Centre Sakloo
2	Type of building (Govt./ Private)	Private
3	Availability of Staff a) Doctor b) Paramedical	FMPHW-1, MLHP-1 ASHA-4
4	No of patients attended during the month	88
5	Status of medicine availability	Yes
6	Special medical camp held, if any	Held on 11/11/23 at Sakloo (20 members attended)
7	Status of Immunization	Completed
8	Participation of health worker in Village Health and Nutrition Day	Held on 1st Thursday of every month
9	Institutional deliveries in Panchayat (Current Year)	10
10	Non-Institutional deliveries in Panchayat (Current Year)	Nil
11	Other	-
12	Remarks of the Visiting Officer	Satisfactory

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	3
2	Type of building (Govt./ Private)	Government (2), Private (1)
3	Availability of Staff as per sanctioned strength	Yes
4	Enrolment of the School a) Boys b) Girls	45 Boys 65 Girls
5	Availability of play ground	No
6	Availability of drinking water	Partial
7	Availability of electricity	Yes (except PS tankla)
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Yes
10	Other	-
11	Remarks of the Visiting Officer	Satisfactory

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Gangpura A/B, Mugal Bagh, Sakloo, Tansa A/B
2	Number of children enrolled a) Boys b) Girls	Gulshan Colony, Dargapura, Harspur, Dargapura Sakloo 98 Boys 89 Girls
3	Status of Building (Private/ Govt.)	Private Building (No furniture)
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	Yes (non functional at Gangpura-A)
9	Availability of tap connection	Yes (except at Gangpura-A)
10	Availability of electricity connection	Yes (except Gangpura A)
11	Number of children stunted	NUL
12	Number of children wasted	NUL
13	Any Other	-
14	Remarks of the Visiting Officer	Satisfactory

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Sakloo (1), Gangpura (2) Mugalbagh (1) = 4
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Sammullah Ganie (Sakloo) 9 r/fan, 4h nabimethoo (Gangpura) Hishad Ah (Muglabbagh)
4	No of registered beneficiaries	2305
5	No of beneficiaries drawing Ration from the store	2305
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	Not Present at Grampanchayat
2	No of Accounts in the branch	—
3	No of persons applied under various self-employment schemes	—
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	Urgent need of one vacant shop/shops with infrastructure to run a CSC Centre.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Malekpur, Ganjipura
2	Condition of Amrit Sarovar	Worse
3	Details of repair undertaken, if any	NO
4	Utilization of Amrit Sarovar	Not Utilized
5	Any Other	—
6	Remarks of the Visiting Officer	Needs urgent repair on priority

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	NA
2	Condition of Playground	—
3	Utilization of Playground	—
4	Any Other	—
5	Remarks of the Visiting Officer	Land of 23 Kanah, identified for playground at Malekpur, Ganjipura

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	NA
2	Government/ Private building	—
3	Land passbook saturation	100%
4	Pending mutations	Nil
5	Any Other	—
6	Remarks of the Visiting Officer	Satisfactory, Work has already started to establish Partwarkhana on 13/11/22.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Gangyura, Sakloo
2	Name of the beneficiary	Shankar Akheshi, Shub Jan
3	Status of the house (completed/ in-use/ under-construction)	Completed
4	Any Other	-
5	Remarks of the Visiting Officer	Satisfactory

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Gangyura, Sakloo, Jaxia, Muzabash,
2	Name of the beneficiaries	Total 46 beneficiaries
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed.
4	Any Other	-
5	Remarks of the Visiting Officer	Satisfactory

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	CSC Centre needs one shop as it is being run from home of person.
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	Urgent need of one shop for the same (CSC Centre)

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Yes
2	Transport	NOT available
3	Electricity	Yes
4	Drinking water	Partial
5	Cleanliness	Yes
6	Sports facility (Playground)	NA
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	Yes
	5. Exhibitions	—
B	Sports Activities	
	1. Sports Event	Yes (Done at P/s Gangpur)
	2. Distribution of sports kit	—
C	Inaugurations (If any)	
	PMAY house	Visited one house of Mr. Shanti (Completed)
	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

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Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean & Green village
2	Activities undertaken under the Theme (as per instruction manual)	Construction of SLWM units Segregation of waste Plantation of trees
3	Status of activities undertaken	Some activities Completed Others, ongoing Satisfactory
4	Visible impact of the Activities	Cleanliness, organic agriculture
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	2
7	Bottlenecks, if any, faced in the achievement of SDG Theme	People do not give their full efforts for success of programme
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	Work on DHT been taken up by concerned department	
2	Work on borewell already started.	
3		
4		
5		
B	Impact of B2V1 to B2V4	
1	Majority of works mentioned from B2V1 to B2V4	
2	not taken up so impact on people is	
3	very less. Leading to least people participating	
4	in B2V5.	
5		
C	Challenges in the Panchayat	
1	Lack of infrastructure at educational institutions (misakla & PS Gungpura)	
2	Lack of building of ms sakla, water leaking into kitchen of PS Gungpura	
3	Insufficient flood protection bunds.	
4	No established Govt office building in GP.	
5	Lack of health care center, etc. Lack of conducting PRI's.	
D	Suggestions if any	
1	Basic day to day necessities may be given due concern	
2	Educational institute buildings and infrastructure be given due concern	
3	Flood protection bunds may be constructed on priority	
4	Munim bagh & Sakho may be freed from dual	
5	related to Dist. Amnabag and Dist. Kalgaon.	
6	Concerned Sarpanch may be taken on board as Sarpanch was not present in B2V5.	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1 BEST PERFORMING DEPARTMENTS		
1	Health Department	
2	SCDS	
3	RDD	
2 LEAST RESPONSIVE DEPARTMENTS		
1	Gravitation and Flood Control	
2	Revenue	
3		

II. FEEDBACK ON UT INITIATIVES

People are satisfied with functioning of Govt. in transparent and fair way. People feel educated and enthusiastic to raise their genuine demands at village level.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Lack of flood protection bunds on Mandi canal Sakloo which is back of building of Mrs Sakloo Department of Kithang P.S. Gampura
2	Major/urgent public demands that was/ were reflected earlier but have not been addressed so far	Flood protection bunds, Road from Dubri Gampura to Malpura via taken under project, Dual Control of Dist Angad Kuljam over Sakloo & Mughal bagh, Subcentre at Gampura
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)	Participation of local people was very less, leading to less impact of gathered from these departments. Voluntary suggests that all works which are technically feasible project may be taken on priority.
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	Sarpanch was absent in B2V programme

Signature of Sarpanch

Name.....

Signature of the Visiting Officer

Name.....

Mahesh Alexander
Panch Wandival
L.G. Pura - B

Aamir Ghulam Mattoo
Panch Constituency -03
L.G. Pura - B Vessu

Dr A.M. Mohsin Haris
Visiting officer

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