

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

PANCHAYAT PROFILE		
DISTRICT :	BLOCK: DANSAL	PANCHAYAT:
1	NAME OF THE PANCHAYAT	CHURTA
2	PANCHAYAT CODE	240588
3	NUMBER OF WARDS IN THE PANCHAYAT	7
4	NUMBER OF VILLAGES IN THE PANCHAYAT	1
5	POPULATION OF THE PANCHAYAT (AS PER CENSUS - 2011)	2419
6	NUMBER OF HOUSEHOLDS IN THE PANCHAYAT (AS PER CENSUS -2011)	455
7	SC POPULATION	983
8	ST POPULATION	394
9	POPULATION OF THE PANCHAYAT (MID YEAR 2022)	2445
10	NUMBER OF HOUSEHOLDS IN THE PANCHAYAT (2022)	610
11	AREA (Sq.KM)	12.71
12	AVAILABILITY OF HEALTH INSTITUTIONS (SC/PHC/CHC/AYUSH DISPENSARY/ANY OTHER) (with No's)	1
13	AVAILABILITY OF EDUCATIONAL INSTITUTIONS (PRIMARY/MIDDLE/SECONDARY/ HR SECONDARY) (with No's)	4
14	TOTAL CULTIVABLE AREA(in Ha)	141.5
15	PERCENTAGE OF TOTAL IRRIGATED AREA TO NET CROPPED AREA IN THE PANCHAYAT	0
16	PERCENTAGE AREA UNDER UNDER HIGH VALUE CROPS (HORTICULTURE/ FLORICULTURE/ VEGETABLE PRODUCTION)TO TOTAL SOWN AREA IN THE PANCHAYAT	0

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Sudershan Kumar
2	Designation	Director Skill Dev J&K
3	Department	Skill Development Department
4	Place of posting	
5	Mobile No	9419138820
6	Email ID	Jkdte1@gmail.com
7	Home District	Jammu
8	Dates of visit	09/11/2023

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	Chusta
2	Local Government Directory(LGD) code of the Panchayat	240588
3	Name of CD Block	Dansal
4	Name of Tehsil	DANSAL
5	Name of District	JAMMU

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	15
3	No. of households in the Panchayat	610
4	Population (approx) of the Panchayat	2445

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	Kanaiya Mansota	AEN	Present	
2	Education	Kuldeep Singh	Master	Present	
3	Food, Civil Supplies and Consumer Affairs	Mukul Sharma	Dealer	Present	
4	Forest	Shadi Lal	Forest Guard	Present	
5	Health and Medical Education	Dr. Krishan Kumar	Doctor	Present	
6	ICDS Department	Ranjana Kumari	A.W.N	Present	
7	Irrigation and Flood Control Department	Abhishek Baleshi	Ward Supervisor	Present	
8	Jal Shakti Department	Ankit Kumar	J.E	Present	
9	Power Development Department	Fazil Ahmed	J.E	Present	
10	Public Works Department	Sanjay	J.E	Present	
11	Revenue	-			
12	Rural Development and Panchayat Raj	Romesh Bhat	Pt. Secy.	Present	
13	Skill Development				
14	Social Welfare Department	Kunal Gupta Mamta	Conductors	Present	
15	Youth Services and Sports Department	Absent			
16	Others	Madan Lal	S.C.I	Present	
17	Horticulture	Ashwani Kumar	Chief Hort. Officer	Present	
18	Animal Husbandry	Jagdeep Ray	Vet. Pharmacist	Present	
19	P.H.E	Vijay Kumar	A.L.H	Present	
20	J & L Bank	Darshan Kumar	Branch Manager	Present	
	Industries & Commerce DTC Zone	Vinay Bhatnagar	Block Investigator	Present	

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				
	II. Furniture(Y/N)	Yes			
	III. Computer/printer(Y/N)	Yes			
	IV. Internet (Y/N)	Yes			
	V. Telephone (Y/N)	No			
	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				
	b) Primary	Yes 03	82		Govt Building
	c) Middle	01	82		Govt Building
	d) High				
	e) Higher Secondary	01	333		Govt Building
	f) College				
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helpers / Worker vacancies	Govt Building / Private Building
		06	129	02	Govt Building = 4 Private = 05
4	Healthcare facility	No. of sub-centers	No. of PHCs	No. of health & wellness centers	No. of Institute having Govt. building
		02	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)	Yes			
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	
		03			
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		07	Functional		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		Nil			
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	nil			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	No			
	ii. Number of Asset captured				
	iii. Please mention assets				
	1.				
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Anganwadi center - A building in No. 4	2015-16		
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	REASONS FOR PENDING
1	Old Age pension	Social Department Welfare	185	185	
2	Widow pension	Social Department Welfare	22	22	
3	Disability pension	Social Department Welfare	19	19	
4	Status under Stunting Mukht	Social Department Welfare	2 camps	-	
5	Status under wasting Mukht	Social Department Welfare	-	-	
6	Equipment's provided to specially abled persons (impairments, tricycles etc)	Social Department Welfare	04	04	
7	Digital Services provided	IT/ BDO/ CSC	02	02	
8	Oaksh Kisan	Agriculture Department	12	-	
9	Kisan credit card	Agriculture Department	305	220	under process
10	PM Kisan Sammanidhi	Agriculture Department	260	260	100%
11	Employment Saturation (PMESGP, Tejasvani, Mumkin, Mission Youth, Himmat, etc)	Employment Department	-	-	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	
13	IIM Implementation	Jal Shakti Department			
	I. No of Household provided FHTC		610	455	under process
	II. Har Ghar Jal village(s) certified (No.)		610	450	
14	No of Households electrified	PDD	610	600	
15	PMAY- Gramin	RDO & PR		45	
16	SBM Gramin- IHHL functional (Household toilets)	RDO & PR		Phase-1 195 Phase-2 37	
17	ODF Plus villages (No)	RDO & PR	01	01	
18	Targeted Sock pit completed	RDO & PR	13	13	
19	JKRIM:	RDO & PR			
	I. Number of Self Help Groups formed		30	22	
	II. Number of Households involved				
20	Land Passbook Saturation	Revenue Department	1069	1069	
21	Pending Mutations	Revenue Department	1037	1037	
22	Domicile Certificates	Revenue Department	4230	3000	
23	Persons identified drug addicts	BDO/ Sarpanch	-	-	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	-	-	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	-	-	
26	Golden Health Card under Ayushman Bharat	Health Department	2689	2517	
27	Janani suraksha yojana	Health Department	54	54	
28	Status under Anaemia Mukht	Health Department	280	90	
29	Status under Leprosy Mukht	Health Department	-	-	
30	Number of Ayushman Melas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	-	10	
31	Number of Ayushman Sabas held	Health Department	-	9	
32	Out of School Children brought to Schools	School Department Education	NA	NA	
33	Number of students still out of Schools	School Department Education	NA	NA	
34	Persons educated through bridge courses	School Department Education	NA	NA	
35	Household using clean cooking fuel (LPG)	FCS & CA	550	NA	

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	PHC, S.H.C. Ayyash
2	Type of building (Govt./ Private)	2- Govt, 1- Private
3	Availability of Staff	
	a) Doctor	06
	b) Paramedical	09
4	No of patients attended during the month	3000
5	Status of medicine availability	Yes
6	Special medical camp held, if any	Disability Camp/ Anaemia rajuk Bhawal
7	Status of Immunization	Yes Fully achieved
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	No
10	Non- Institutional deliveries in Panchayat (Current Year)	No
11	Other	-
12	Remarks of the Visiting Officer	All centres are working.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Hr Sec. Schol, 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	235
	b) Girls	262
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'	Yes
10	Other	-
11	Remarks of the Visiting Officer	MS Churka requires upgradation to High School.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	06
2	Number of children enrolled a) Boys b) Girls	a) 78 b) 61
3	Status of Building (Private/ Govt.)	01 - Govt. 05 - Private
4	Availability of Helper/ worker	04/06
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
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	AC are functional and panchayat is involved in all the activities

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	H.M.-4, H.M.-5
2	Government / Private ✓	Private
3	Name of the dealer (in case of Private)	Shri. Nazir Ahmad
4	No of registered beneficiaries	2500
5	No of beneficiaries drawing Ration from the store	2500
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	good

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	N.W.S
2	No of Accounts in the branch	24,430
3	No of persons applied under various self-employment schemes	08
4	No of cases sanctioned under various self-employment schemes	167 (04)
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	164
6	Availability of ATM	Yes
7	Any Other	
8	Remarks of the Visiting Officer	

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	nil
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	Nil

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	N.W.S
2	Condition of Playground	good
3	Utilization of Playground	yes
4	Any Other	-
5	Remarks of the Visiting Officer	Playground is being utilized by children for games.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	N.W.S
2	Government/ Private building	Govt (needs Renovation)
3	Land passbook saturation	95%
4	Pending mutations	57
5	Any Other	
6	Remarks of the Visiting Officer	It requires renovation.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Chhursk
2	Name of the beneficiary	Sit, Ram, Madan Lal, Pawan Kumar
3	Status of the house (completed/ in-use/ under-construction)	completed under construction
4	Any Other	-
5	Remarks of the Visiting Officer	Scheme is being implemented with people participation.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Community Compost pit Al. Chhursk
2	Name of the beneficiaries	Community
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	-
5	Remarks of the Visiting Officer	Newly constructed and in good condition.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Ward-5
2	No of online services provided by the CSC	All April Zameen April Nigamni Kooli Jan Kargidore Kooli Vishwakarma Kooli
3	No of persons approached for services	All 360
4	Any Other	-
5	Remarks of the Visiting Officer	CSC is functional

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Yes, only bridge required
2	Transport	Yes
3	Electricity	Yes
4	Drinking water	Yes
5	Cleanliness	Yes
6	Sports facility (Playground)	Needs playground
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	Awareness Prog., Pledge Corruption free
	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
	2. Distribution of sports kit	-
C	Inaugurations (If any)	
	PMAY house	Yes
	Segregation Sheds	-
	Amrit Sarovar	-
	JJM Assets	-
	Compost/ Soak Pits	Community Compost pit
	PMGSY / MGNREGA works	Yes
	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	Corruption Free Pledge Nasha Mukt Bharat

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Socially Secured village
2	Activities undertaken under the Theme (as per instruction manual)	Focus on SBM, PMAY, MGNREGA Health of children, Pregnant women
3	Status of activities undertaken	37 number of Houses Sanctioned in 2023-24, IHLH units also Sanctioned
4	Visible impact of the Activities	Pucca houses, cleanliness, awareness about Nutrition for children.
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes, on e-gramswaraj portal
6	How many activities of SDG have been covered under GDP	07 (Good health, Gender equality, Sanitation, on poverty, Decent work, Reduce inequality)
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Minimum agriculture land available with the inhabitants
8	Remarks of the Visiting Officer on the status SDG Theme	Panchayat is working on adopted SDG theme.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Ultrasonic Machine in PHC - available by staff	regd for its operation
2	Blacktop of Road from Thajjar Kotli to chunra.	
3	CSC at Kali Mata Mandir w. No. 6.	
4	Park at w. No. 5.	
5	P. work at Kali Mata Mandir w. No. 6.	
B	Impact of B2V1 to B2V4 work of JJM sanctioned and started.	
1	Awareness of Cleanliness, Various Govt Schemes,	Constitution free P.Y.
2	Implemented Govt Schemes	
3	Theme SOG adopted by villagers of P.Y. Churli	
4	Monitoring of various works by the Panchayat.	
5		
C	Challenges in the Panchayat	
1	Const of Bridge over Thajjar Nallah for connecting all roads	in time
2	Const of Drainage Channel in P.Y. for Thajjar Kotli to chunra	in 4
3	PHC Upgradation.	
4		
5		
D	Suggestions if any	
1	Need of RTC Bus for Govt Employees & Public	
2	Need of Playground in Middle school chunra.	
3	The Panchayat is spread over large area due to hilly terrain	
4	and some hamlets are still not connected by motorable road.	
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS		
1		RDP
2		Social Welfare
3		Education
2. LEAST RESPONSIVE DEPARTMENTS		
1		Flood Control & Irrigation
2		Mining
3		PWD (R&B)

ii. FEEDBACK ON UT INITIATIVES

Elected members of Panchayat are aware of various initiatives taken by UT especially the digital initiatives. However, Different Departments need to create awareness about these schemes at ward level to make general public aware.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	enclosed as Annexure 'A'
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	/
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)	/
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	It is certified that the Visiting officer has been stayed in the Panchayat 2 days

Signature of Sarpanch

Name..... SHARON
CHHURTA
Block, Dansal

Signature of the Visiting Officer

Name..... Sudesh Kumar
Director Skill Development
J&K.

Annexure A

General assessment

- I. Any Major complaint brought to the notice of the visiting officer
 - a) No major complaint brought into the notice, however some maintenance works pertaining to the PDD i.e erection of pole, replacement/tightening of conductors in ward no. 4 and 5 and some works related to construction of roads in Ward No. 1, 2 & 3 also needs to be taken up.
- II. Major/ urgent public demand that was were reflected earlier but have not been addressed so far:
 - a) Construction of Bridge over Jhajjar Nallah
 - b) Construction of Tile work and Drainage channel from Main road to Higher Secondary School Dansal Panchayat Churta Ward.No. 5
 - c) Construction of road from main road to Shamshanghat via Garni P/work and Drainage channel.
 - d) Construction of Road from main road to Ashok Kumar and others ward. No. 4
 - e) Construction of passenger shed at Kali Mata Mandir Saranjali Ward no. 6
 - f) Renovation of Panchayat Ghar also levelling of ground and construction of CSC in Panchayat Ghar Chhurta
 - g) Construction of Boundary wall at Primary school lower Chhurta
 - h) Renovation of health sub-centre Chhurta (PWD)
 - i) Renovation of road from main road to Mohalla Prem Chand Massi (PWD)
 - j) Requirement of computer centre in middle school Chhurta
 - k) Renovation of road from main road Jhajjar Kotli to Chhurta along with P/work and Drainage channel.
- III. Over all Assessment of the visit and suggestions.

General public is aware of various schemes being implemented in the Panchayat. However the members of Self Help groups require support from SRLM/Banks for self sustaining and marketing of their products outside the Panchayat.

There are ample opportunities for introducing organic farming, Mashroom cultivation. Ginger and horticultural products particularly the citrus fruits. The agriculture and horticulture shall explore the possibilities.

There is an ancient Kali Mata Temple situated at hill top which can be developed as pilgrim tourist sport by creating necessary infrastructure/facilities. IT officers a panoramic view of the Trikuta hills and surrounding valley.

Fisheries department can also explore the establishment of fishing ponds along the Jhajjar which can generate employment opportunities for local youth.

INSPECTION OF WORKS

I. PMAY-G

- a) Sh. Sita Ram S/o Chajju Ram ward no. 4
- b) Sh. Madan Lal S/o Beli Ram ward no. 4
- c) Sh. Pawan Kumar S/o Prem Nath ward no. 3

II. Community Composite pits at ward no. 5

III. MGNREGA

- a) P/W and land leveling near the land of Om Parkash & others ward no. 1, E.cost=1.50 lac
- b) P/W and Land levelling near the land of Soom Raj & others ward no. 6 E.cost=1.50 lac
- c) P/W and land leveling near the land of Satpal and Suraj Ram & others w. No. 5 E.cost-1.50 lac

IV. CAPEX (PRI)

- a) P/W in the land of Rattan Lal W.No. 5 E.cost=1.00 lac
- b) Const. of C-Path and Tiling near the H/O Fakir Chand W.No. 2 E.cos=1.00 lac
- c) Const. of C-Path and Tile work near the H/O Paras Ram W.No. 06 E.cost=1.50 lac











