

# Hakermulla

## INSTRUCTION MANUAL FOR B2V5



7<sup>th</sup> to 16<sup>th</sup> NOVEMBER, 2023.

## SDG Theme & Goals

Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.

1. SDGs AGREED FOR THAT VILLAGE, TO BE IMPLEMENTED BY MARCH 2024
2. STATUS OF WORKS UNDER THE FOLLOWING GOALS

1. Clean and green village
  - i. Initiatives taken by the Panchayat for managing Solid and Liquid Waste. *Yes*
  - ii. Initiatives taken by the Panchayat for using green sources of fuel like solar, biogas. *NO*
  - iii. Has mapping of land use, water bodies, forest, slopes, wetlands, degraded forest within the Gram Panchayat been done? Yes/No. If No, reason thereof. *NO*
  - iv. Has the Climate Resilience Plan been developed for the GP? Yes/No *✓*
  - v. Steps taken by the Gram Sabha about the climate change mitigation factors like reducing energy consumption, usage of fossil fuels, plastics, non-renewable building materials, and also to promote measures like planting of trees, conserving forests, usage of good agricultural practices like drip irrigation, water conservation measures, and conservation of wetlands. *Yes*
  - vi. Whether schools have started segregating waste. *Yes/No*
  - vii. Whether schools have their own compost/soakage pits for solid/liquid waste management. *Yes/No ✓*
2. Healthy village
  - i. Are meetings related to Village Health and Sanitation Committee being held regularly? *Yes/No*
  - ii. Do all the eligible individuals been provided the Golden Card? *Yes/No ✓*
  - iii. Are all the Children being immunized as per the Schedule recommended by Govt of India? *Yes/No*
  - iv. Are all the eligible individuals been vaccinated against COVID-19? *Yes/No ✓*
  - v. Does Gram Panchayat ensure that all pregnant women are getting necessary prenatal check-ups? *Yes/No ✓*
  - vi. Whether all the deliveries were Institutionalized or conducted by trained Midwives? *Yes/No*
3. Water-sufficient village
  - i. Do all the IHHs in the Gram Panchayat have water pipeline connections? *Yes/No ✓*
  - ii. Whether Gram Panchayat has taken steps for grey water management. If Yes, please specify
  - iii. Do all the IHHs in the Gram Panchayat have toilets? *Yes/No*
  - iv. Are all the IHHs toilets functional or not? *Yes/No*
  - v. Do all the Schools/Anganwadicenters have a toilet facility or not? *Yes/No ✓*
  - vi. Are all the toilets in the schools/Anganwadifunctional or not? *Yes/No ✓*
  - vii. Whether Gram Panchayat Bhawan has separate toilets for women or not? *Yes/No ✓*
4. Child-Friendly village
  - i. Do all the children under the age of 0-6 years been enrolled in the Anganwadicenters for pre-schooling? *Yes/NO*
  - ii. How many BalSabha's were organized in the Gram Panchayat. |



- iii. Whether the issues raised by BalSabha are addressed during the Gram Sabha. Yes/NO ✓
  - iv. Whether Gram Panchayat is tracking the data related to dropout children and children with irregular attendance? Yes/NO ✓
  - v. Do all the schools under the Gram Panchayat have separate toilets for girls and boys? Yes/No ✓
5. Village with good governance
- i. Is CSC located in the Gram Panchayat Bhawan or not? Yes/No ✓
  - ii. Is the list of beneficiaries related to the Schemes/Programs displayed on the Gram panchayat wall or not? Yes/No ✓
  - iii. Does the Gram Panchayat has its building or not? Yes/No ✓
  - iv. Is the Gram Panchayat office functional or not? Yes/No ✓
  - v. Are the activities approved under the Halqa Panchayat Development Plan displayed on the Gram Panchayat wall or not? Yes/No ✓
  - vi. Is Social Audit of earlier Schemes/Programs carried out or not? Yes/No ✓
6. Poverty-free and enhanced livelihood village
- i. Has Gram Panchayat developed any criteria for the identification of the poor? Yes/No ✓ if yes specify
  - ii. Have all the eligible households registered in PDS or not? Yes/No ✓
  - iii. Has Gram Panchayat provided space for Self-help Groups in PanchayatGhar for holding meetings or not? Yes/No ✓
  - iv. Have all the eligible households been registered for Pension or not? Yes/No ✓
  - v. Has Gram Panchayat facilitated Youth for Skill Enhancement Courses and Placement? Yes/No ✓
  - vi. Has Job Cards been distributed to all the eligible individuals under MGNREGA? Yes/No ✓
  - vii. Has Gram Panchayat facilitated SHGs for Bank Account Linkages? Yes/No ✓
7. Socially secured village
- i. Whether Gram Panchayat is maintaining data related to Differently Abled People? Yes/No ✓
  - ii. Is Gram Panchayat Office Disabled Friendly or not? Yes/No ✓
  - iii. Are provisions for a separate Budget under the Resource Envelope for Women and Children made or not? Yes/No ✓
  - iv. Do all the Schools in the Gram Panchayat have facilities for Differently Abled Children like toilets, barrier-free access, etc., or not? Yes/No ✓
  - v. Are all the eligible individuals are getting pensions, like old age pension, widow pension, etc? Yes/No ✓
  - vi. Are all the eligible households getting benefits from IAY or not? Yes/No ✓
8. Engendered Development in Village
- i. How many MahilaSabha's were organized in the Gram Panchayat
  - ii. Whether SHGs federations have been provided space for meetings in the Panchayat Bhawan (Yes/ No) ✓
  - iii. Whether GPs have taken steps for increasing women's participation in Gram Sabha (Yes/No) ✓
  - iv. Number of women beneficiaries headed households covered under PDS system. 25
  - v. Number of beneficiaries (out of total eligible population) receiving social protection benefits under Pradhan Mantri Matritva Vandana Yojana
9. Self-sufficient infrastructure in the village

- i. Whether GP has a Community Hall with access to electricity, furniture, water supply, toilet. Yes/No { *under construction* }
- ii. Whether the Disaster management plan is available at the GP Level (Yes/No) ☒ Yes
- iii. Whether child-friendly park with required facilities is available in GP (Yes/No) ☒ Yes
- iv. Whether the GP has easy access to Godown for storage (Yes/No) ☒ Yes
- v. Whether street lights are provided in public places for ensuring safety (Yes/No) ☒ Yes

# QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

## A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Shafiya Akhter
2	Designation	Private Secy to Secy, YSS Dept
3	Department	Youth Services & Sports Dept.
4	Place of posting	do do Civil, Sect.
5	Mobile No	9797233459
6	Email ID	kyss1234@gmail.com
7	Home District	Salinagar
8	Dates of visit	9 <sup>th</sup> and 10 <sup>th</sup> November, 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	Hakermulla
2	Local Government Directory(LGD) code of the Panchayat	241274
3	Name of CD Block	Soibug
4	Name of Tehsil	Budgam
5	Name of District	Budgam

## C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	02
2	No. of hamlets in the Panchayat	05
3	No. of households in the Panchayat	469
4	Population (approx) of the Panchayat	3271



# 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)

DAY(1) 9-11-2023

S. No	Department	Name	Designation	Present/ Absent	Remarks
1	Agriculture	Zahida Bano	JAEO	Present	
2	Education	M. Mehboub	Teacher	Present	
3	Food, Civil Supplies and Consumer Affairs	Eh. Ahmed	Storekeeper	Present	
4	Forest	Mohd. Anwar	Forester	Present	
5	Health and Medical Education	Dr. Mehmooda Shonhat Ahmed	PHO Sahib HB Educator	Present	
6	ICDS Department		AWW	Present	
7	Irrigation and Flood Control Department			Absent	
8	Jal Shakti Department			Present	
9	Power Development Department	Gulzar Ahmad	ABB	Present	
10	Public Works Department			Absent	
11	Revenue	G.H. Ali Lone	Patwari	Present	
12	Rural Development and Panchayati Raj	Sajad Ahmad Rasid Mushtaq	GRS Accounts Officer	Present	
13	Skill Development			Absent	
14	Social Welfare Department	Shafiq Bashir	Psychiatric counsellor	Present	
15	Youth Services and Sports Department	Raja. Raees	P.T	Present	
16	Others	Yasmeen Anyum Ana	J.B HDO	Present	
17	Horticulture		M. Attendant	Present	
18	Handicrafts		Asha	Present	
19	Health Dept.	Shafiq	IP	Present	
20	AH Dept.	Zahida Bano		Present	

21. Jsh Bano Ah

Shah Yaq

manya

# QUESTIONNAIRE FOR B2V5

## Schedule-II

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

1	Infrastructure of Panchayat Ghar	Govt.			
	a) Govt building/private	New			
	b) New/need repairs	Yes			
	II. Furniture (Y/N)	NO			
	III. Computer/printer (Y/N)	NO			
	IV. Internet (Y/N)	NO			
	V. Telephone (Y/N)	Yes			
	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	nil	nil	Govt
	b) Primary	04	92	02	do
	c) Middle	01	102	01	do
	d) High	nil	nil	nil	nil
	e) Higher Secondary	nil	nil	nil	nil
	f) College	nil	nil	nil	nil
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		04	118	nil	Private
4	Healthcare facility	No. of sub Centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
5	Bank branch (Y/N)	NO			
6	Availability of ATM (Y/N)	NO			
7	Khidmat center/ CSC (Y/N)	Yes			
8	Patwarkhana (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	
		01	470	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		1		Yes	
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)				
	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	
		Aged Community Hall		2022-23	
17	List of Underutilized Buildings- names	Name		Year of construction	
		nil			



# 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			
2	Widow pension	Social Department Welfare	194	194	Nil
3	Disability pension	Social Department Welfare	08	08	Nil
4	Status under Stunting Mukht	Social Department Welfare	31	31	Nil
5	Status under wasting Mukht	Social Department Welfare	Nil	Nil	Nil
6	Equipment's provided to Specially abled persons( implants, tricycles etc)	Social Department Welfare	Nil	Nil	Nil
7	Digital Services provided	IT/ BDO/ CSC	04	04	Nil
8	Daksh Kisan	Agriculture Department			
9	Kisan credit card	Agriculture Department			
10	PM Kisan Sammanidhi	Agriculture Department	258	235	Mutation not done
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department	258	225	Mutation not done
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	57	48	UP
13	JJM Implementation	Jal Shakti Department	Nil	Nil	Nil
	i. No of Household provided FHTC		300	300	Nil
	ii. Har Ghar Jal village(s) certified (No.)		300	300	Nil
14	No of Households electrified	PDD	300	300	Nil
15	PMAY- Gramin	RDD& PR	11	Nil	Plaza has been shifted to Urban.
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	111	111	Nil
17	ODF Plus villages (No)	RDD& PR	2	2	Nil
18	Targeted Sock pit completed	RDD& PR	209	209	Nil
19	JKRLM:	RDD& PR	Nil	Nil	
	i. Number of Self Help Groups formed		Nil	Nil	
	ii. Number of Households involved		400	400	Nil
20	Land Passbook Saturation	Revenue Department	Nil	Nil	Nil
21	Pending Mutations	Revenue Department		52	Not applied
22	Domicile Certificates	BDO/ Sarpanch	Nil	Nil	Nil
23	Persons identified drug addicts	BDO/ Sarpanch	Nil	Nil	Nil
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	Nil	Nil	Nil
25	Drugs Addicts rehabilitated	Health Department	2091	2070	U/Process
26	Golden Health Card under Ayushman Bharat	Health Department	11	06	Not-availability of funds.
27	Janani suraksha yojana	Health Department	100%	100%	Nil
28	Status under Anaemia Mukht	Health Department	Nil	Nil	Nil
29	Status under Leprosy Mukht	Health Department	once in a week	100%	-
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	once in 15 days	-	-
31	Number of Ayushman Sabas held	School Education	Nil	Nil	Nil
32	Out of School Children brought to Schools	School Education	Nil	Nil	Nil
33	Number of students still out of Schools	School Education	Nil	200	Nil
34	Persons educated through bridge courses	School Department	300		
35	Household using clean cooking fuel (LPG)	FCS & CA			



# QUESTIONNAIRE FOR B2V5

Schedule-IV  
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Nil
2	Type of building (Govt./ Private)	Nil
3	Availability of Staff a) Doctor b) Paramedical	Nil
4	No of patients attended during the month	12
5	Status of medicine availability	Good
6	Special medical camp held, if any	Yes
7	Status of Immunization	100%
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	12
10	Non- Institutional deliveries in Panchayat (Current Year)	nil
11	Other	-
12	Remarks of the Visiting Officer	

## II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Primary / Middle
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	No.
4	Enrolment of the School a) Boys b) Girls	103 91
5	Availability of play ground	NO
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	

### III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	Hakermulla/Rasch Hakermulla
2	Number of children enrolled a) Boys b) Girls	58 60
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	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	

### IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Hakermulla
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Sh. Ahmad Hujam
4	No of registered beneficiaries	470
5	No of beneficiaries drawing Ration from the store	470
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	Yes
8	Availability of ration	-
9	Any Other	-
10	Remarks of the Visiting Officer	



V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	1A-C Bemina 2345
2	No of Accounts in the branch	
3	No of persons applied under various self-employment schemes	152
4	No of cases sanctioned under various self-employment schemes	130
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	117
6	Availability of ATM	NO
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	

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Nil
2	Condition of Playground	
3	Utilization of Playground	
4	Any Other	
5	Remarks of the Visiting Officer	

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Soibug
2	Government/ Private building	Private
3	Land passbook saturation	100 %
4	Pending mutations	nil
5	Any Other	-
6	Remarks of the Visiting Officer	-

## IX. PMAY house:

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

## X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Hakermulla (209 Soak pits & 25 compost)
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	In use
4	Any Other	-
5	Remarks of the Visiting Officer	-

## XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Hakermulla & Raich Hakermulla
2	No of online services provided by the CSC	All
3	No of persons approached for services	675
4	Any Other	
5	Remarks of the Visiting Officer	-

## XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Yes
2	Transport	No
3	Electricity	Yes
4	Drinking water	Yes
5	Cleanliness	Yes
6	Sports facility (Playground)	No
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	no
	2. Skits, Songs, Dramas	no
	3. Local Folk programme / Show	no
	4. Discussions with PRI and Senior citizens	yes
	5. Exhibitions	no
B	Sports Activities	
	1. Sports Event	no
	2. Distribution of sports kit	no
C	Inaugurations (If any)	
	PMAY house	no
	Segregation Sheds	yes
	Amrit Sarovar	no
	JJM Assets	no
	Compost/ Soak Pits	yes
	PMGSY / MGNREGA works	yes
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	no
	Land Pass books	no
	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	no.

**QUESTIONNAIRE FOR B2V5**  
**Schedule-VI**  
**(SDG THEME ADOPTED BY THE PANCHAYAT)**

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	<i>Socially Just &amp; Socially Secured.</i>
2	Activities undertaken under the Theme (as per instruction manual)	<i>Awareness camps regarding nutrition, health, career counselling, disability etc.</i>
3	Status of activities undertaken	<i>Completed</i>
4	Visible impact of the Activities	<i>Yes</i>
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	<i>Yes</i>
6	How many activities of SDG have been covered under GPDP	<i>50%.</i>
7	Bottlenecks, if any, faced in the achievement of SDG Theme	<i>Proper Allocation of Funds.</i>
8	Remarks of the Visiting Officer on the status SDG Theme	<i>Allocation of Funds is required.</i>



# QUESTIONNAIRE FOR B2V5

Schedule-VII  
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Death of public transport	
2	Need transformers including poles & proper wiring.	
3	Sub-Health center	
4	Hakermulla to Hanjiku Road & Play Ground	
5		
B	Impact of B2V1 to B2V4	
1	many demands which was discussed	
2	in B2V1 & B2V2 have been addressed	
3	and need more work to be	
4	done	
5		
C	Challenges in the Panchayat	
1	In-sufficient grants/funds	
2		
3	Infrastructured challenges.	
4	Lack of support of general Public.	
5		
D	Suggestions if any	
1	Pending demands must be addressed	
2	so that general Public must not	
3	feel hardship.	
4		
5		

# QUESTIONNAIRE FOR B2V5

Schedule-VIII

## i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RDD
2	Agriculture Deptt.
3	ICDS Deptt.
2	LEAST RESPONSIVE DEPARTMENTS
1	R & B Deptt.
2	Sports Deptt.
3	PDD Deptt.

## ii. FEEDBACK ON UT INITIATIVES

## iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Demand of transport, Sub Health center
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Death of Transformers, HT & LT Poles Including proper wiring
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)	Sarpanch including Senior citizens of Mauermulla co-operated & participated in B2V5 with enthusiasm
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	08
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	

Signature of Sarpanch

Name.....

Signature of the Visiting Officer

Name.....  
Shafiq Akhter  
Prl. Secy (YSS) Deptt.  
Civil Secl. Sgr.