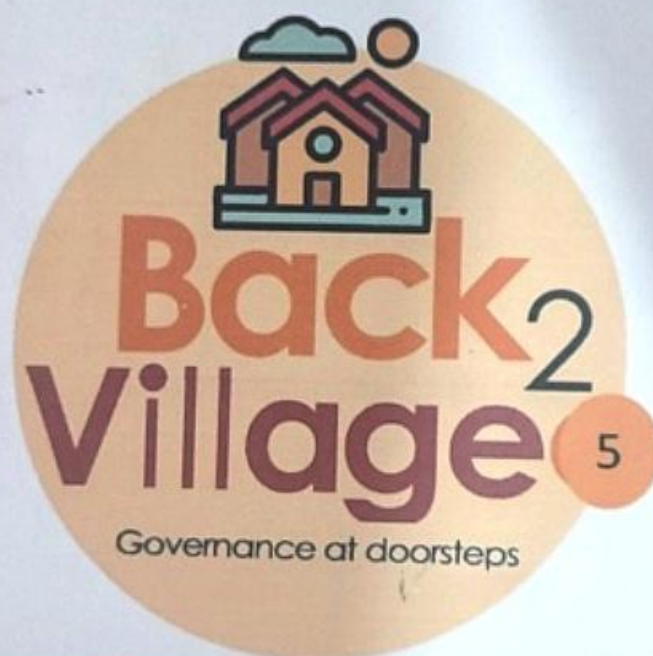
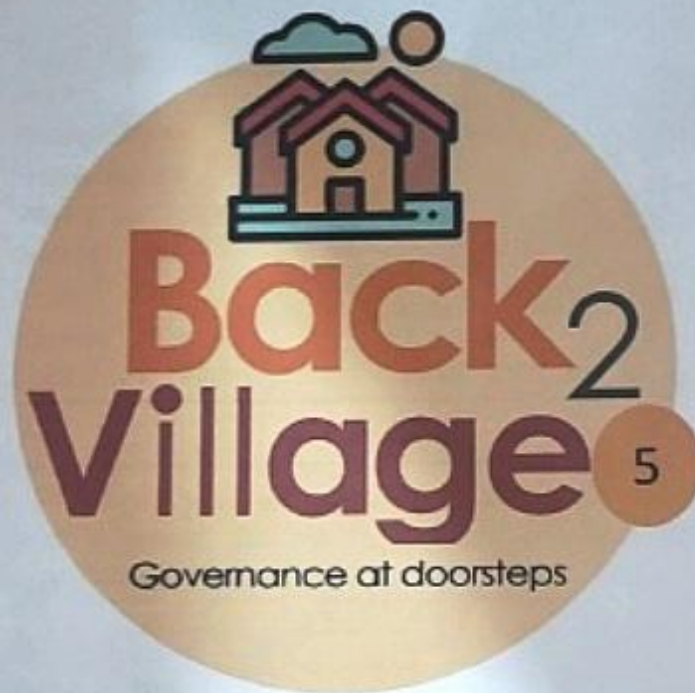


K.S. Doula

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023.



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	Rakesh Kr. Sharma
2	Designation	Accounts officer
3	Department	Finance
4	Place of posting	Dstt Fund office Jammu
5	Mobile No	7006299156
6	Email ID	990.rksharma@gmail.com
7	Home District	Jammu
8	Dates of visit	9/11/23 & 10/11/23

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	KOTLI SHAH DOULA
2	Local Government Directory(LGD) code of the Panchayat	006033
3	Name of CD Block	Miran Sahib
4	Name of Tehsil	R.S. pura
5	Name of District	Jammu

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	04
2	No. of hamlets in the Panchayat	-
3	No. of households in the Panchayat	795
4	Population (approx) of the Panchayat	4215

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	Sanjay .kr. Koul	AEA	P	
2	Education	Anupma sharma	H.M.	P	
3	Food, Civil Supplies and Consumer Affairs	Karnail Singh	Ration Dealer	P	
4	Forest	—	—	—	
5	Health and Medical Education	usha Kumari	Asha Worker	P	
6	ICDS Department	Babita sharma	ANW	P	
7	Irrigation and Flood Control Department	surinder Singh	AEE	P	
8	Jal Shakti Department	pankaj Goushwar	J.E	P	
9	Power Development Department	Amarjeet Singh.	Tech. Grade IV	P	
10	Public Works Department	—	—	—	
11	Revenue	Vinay kumar	patwari	P	
12	Rural Development and Panchayat Raj	Raj kumar	Tech. Assistant	P	
13	Skill Development	—	—	—	
14	Social Welfare Department	—	—	—	
15	Youth Services and Sports Department	Rama Rani	PET	P	
16	Others				
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) Govtbuilding/private	Government Building			
	b) New/need repairs	Need repair			
	II. Furniture(Y/N)	Y			
	III. Computer /printer(Y/N)	Y			
	IV. Internet (Y/N)	Y			
	V. Telephone (Y/N)	N			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Y (Incomplete)			
	VII. Water (Y/N)	Y			
	VIII. Electricity(Y/N)	Y			
2	Educational Institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	- Nil -	-	-	-
	b) Primary	Nil	-	-	-
	c) Middle	- Yes -	54	8	Govt Building
	d) High	- Yes -	39	17	- do -
	e) Higher Secondary	- Nil -	-	-	-
	f) College	- Nil -	-	-	-
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		9	205	9	Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		Nil	Nil	-	-
5	Bankbranch(Y/N)	N	N	N	N
6	Availability of ATM (Y/N)	Y	Y	-	-
7	Khidmatcenter/ CSC (Y/N)	Y	Y	Y	Y
8	Patwarkhana(Y/N)	N	N	N	N
9	Village haat (Y/N)	N	N	N	N
10	Playground(Y/N)	N	N	N	N
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		
		- No	- No -		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		01	Bagha Moh	Need Imp	- Nil
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	- No -			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	- Y -			
	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		
		- Nil	- Nil		
17	List of Underutilized Buildings- names	Name	Year of construction		
		- Nil	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	100	54	Non verification of data
2	Widow pension	Social Department Welfare	58	45	-
3	Disability pension	Social Department Welfare	06	05	-
4	Status under Stunting Mukht	Social Department Welfare	-	-	-
5	Status under wasting Mukht	Social Department Welfare	-	-	-
6	Equipment's provided to specially abled persons (implants, tricycles etc)	Social Department Welfare	03	02	-
7	Digital Services provided	IT/ BDO/ CSC	02	02	-
8	Daksh Kisan	Agriculture Department	05	NIL	4 prans
9	Kisan credit card	Agriculture Department	424	381	4 prans
10	PM Kisan Sammanidhi	Agriculture Department	38	38	NIL
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department	-	-	-
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	NIL	NIL	N.A
13	3JH Implementation	3rd Shakti Department	-	-	-
	I. No of Household provided PHTC		569	569	-
	II. Har Ghar Jal village(s) certified (No.)		-	-	-
14	No of Households electrified	PDD	100%	100%	-
15	PMAY- Gramin	RDD& PR	4	4	-
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	4	03	01
17	ODF Plus villages (No)	RDD& PR	7	7	-
18	Targeted Sock pit completed	RDD& PR	-	-	-
19	JKRLM:	RDD& PR	-	-	-
	I. Number of Self Help Groups formed		-	-	-
	II. Number of Households involved		-	-	-
20	Land Passbook Saturation	Revenue Department	201	201	NIL
21	Pending Mutations	Revenue Department	NIL	NIL	-
22	Domicile Certificates	Revenue Department	100%	98%	Not of plan
23	Persons identified drug addicts	BDO/ Sarpanch	NIL	NIL	NIL
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	N	N	N.
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	N	N	N.
26	Golden Health Card under Ayushman Bharat	Health Department	3910	3662	Not of plan
27	Jamini suraksha yojana	Health Department	-	-	-
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	Yes	- Yes	-
31	Number of Ayushman Sabas held	Health Department	7	7	-
32	Out of School Children brought to Schools	School Department Education	50	9	-
33	Number of students still out of Schools	School Department Education	-	-	-
34	Persons educated through bridge courses	School Department Education	NIL	NIL	NIL
35	Household using clean cooking fuel (LPG)	FCS & CA	100%	100%	-

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

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

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt High School Kothi Shah Danda
2	Type of building (Govt./ Private)	Government
3	Availability of Staff as per sanctioned strength	S.S = 17 Available = 11
4	Enrolment of the School a) Boys b) Girls	39 18 21
5	Availability of play ground	Y
6	Availability of drinking water	Y
7	Availability of electricity	Y
8	Availability of functional toilets	Y
9	Activities undertaken under 'My School My Pride'	Badminton, Tag of War
10	Other	-
11	Remarks of the Visiting Officer	Complete Boundary wall is required for safety + security of students.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Katti Shah Doola W. No 3
2	Number of children enrolled	27
	a) Boys	13
	b) Girls	14
3	Status of Building (Private/ Govt.)	private
4	Availability of Helper/ worker	Y
5	Maintenance of record of children	- Y -
6	Availability of sufficient ration	- Y -
7	Availability of timely Ration	- Y -
8	Availability of Functional toilet	- Y -
9	Availability of tap connection	- Y -
10	Availability of electricity connection	- Y -
11	Number of children stunted	NIL
12	Number of children wasted	- NIL -
13	Any Other	-
14	Remarks of the Visiting Officer	All the Anganwari Centres are working in Good Condition

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Near panchayat Ghar
2	Government / Private	private
3	Name of the dealer (in case of Private)	Karnail Singh
4	No of registered beneficiaries	810
5	No of beneficiaries drawing Ration from the store	810
6	Whether store is functioning through Aadhar biometric system	- Y -
7	Whether record/register maintained in the store	- Y -
8	Availability of ration	- Y -
9	Any Other	-
10	Remarks of the Visiting Officer	No Complaint received during visit against CAPD Store.

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	
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	Bank Branch is required in panchayat

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Bagha Markh
2	Condition of Amrit Sarovar	unhygienic
3	Details of repair undertaken, if any	Boundary wall constructed
4	Utilization of Amrit Sarovar	NIL
5	Any Other	
6	Remarks of the Visiting Officer	Needs Regular maintenance

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	High school Katti Shah Baula
2	Condition of Playground	Need - maintenance
3	Utilization of Playground	Yes
4	Any Other	Inds to start
5	Remarks of the Visiting Officer	Needs adequate activities of sports in pvt.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	
2	Government/ Private building	
3	Land passbook saturation	
4	Pending mutations	
5	Any Other	
6	Remarks of the Visiting Officer	Partwarkhana should be opened in pvt.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Katlichah Doula W.No
2	Name of the beneficiary	
3	Status of the house (completed/ in-use/ under-construction)	under construction
4	Any Other	
5	Remarks of the Visiting Officer	few more cases can be taken up for funding in favour of applicant

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Katlichah Doula
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	40 No's completed + in use
4	Any Other	
5	Remarks of the Visiting Officer	Regular maintenance of Soak pits / Compost pits required

XI. Khidmatcenter / CSC:

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

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Satisfactory
2	Transport	do
3	Electricity	Electrified - 100%
4	Drinking water	100% covered
5	Cleanliness	Need improvement
6	Sports facility (Playground)	- NIL -
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	Discussions were held
	✓ 4. Discussions with PRI and Senior citizens	with PRI & Sr. Citizens to
	5. Exhibitions	know their Grievances
B	Sports Activities	
	✓ 1. Sports Event	Sports activities held
	2. Distribution of sports kit	In H/s Kalli Shah Daula
C	Inaugurations (If any)	on 9-11-2023
	PMAY house	
	Segregation Sheds	
	Amrit Sarovar	- NIL -
	IJM Assets	
	Compost/ Soak Pits	
	PMGSY / MGNREGA works	
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	- NIL -
	Land Pass books	
	Any other	Refreshment distributed among
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Children of H/s Kalli Shah Daula

QUESTIONNAIRE FOR B2V5
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)	Initiative taken by Panchayat for managing solid + liquid waste by putting two dustbins in front of their houses
3	Status of activities undertaken	Regular cleaning of drains as well as construction composite/Soak pits done
4	Visible impact of the Activities	Lanes + Drains looking Good
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	—
6	How many activities of SDG have been covered under GPDP	—
7	Bottlenecks, if any, faced in the achievement of SDG Theme	for Green village adequate saplings be provided to village for plantation in and around Panchayat.
8	Remarks of the Visiting Officer on the status SDG Theme	Good initiative taken up by Panchayat.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Golden Health Card issued by the department	
2	Work is in progress for construction of	
3	tubewells to provide clean drinking water to	
4	public.	
5		
B	Impact of B2V1 to B2V4	
1	public of panchayat come forward and projected	
2	their demands for redressal. A few of them	
3	have been resolved till date.	
4		
5		
C	Challenges in the Panchayat	
1	Faulty drainage system in panchayat	
2	Non-functional street light in whole panchayat	
3	Non-availability of playground in panchayat	
4	Non-availability of primary health centre in Panchayat	
5	Non-availability of children park in panchayat	
D	Suggestions if any	
1		
2	All the challenges in the panchayat be	
3	re-addressed at earliest with active	
4	Co-operation of P.R.I's.	
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1 BEST PERFORMING DEPARTMENTS	
1	Rural Development Department
2	Agriculture
3	Health
2 LEAST RESPONSIVE DEPARTMENTS	
1	PWD
2	Social Welfare
3	Social Forestry

II. FEEDBACK ON UT INITIATIVES

Rural Development Department has started many developmental activities in panchayat like construction of lane drain, construction of PMAY houses, providing safe drinking water, construction of soak/composite pits but pace of work is quite slow due to lack of manpower in department.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Construction of playground for youth in area
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Construction of drainage channel from W.No 1-2 to 11
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)	- Enclosed -
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	07
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	It is Certified that visiting officer stayed in panchayat for 2 days.

Signature of Sarpanch

Name BADRI NATH SHARMA

Sarpanch
Pty. Kotli Shah Dola
Block - Miran Sahib

Signature of the Visiting Officer

Name Rakesh. Kr. Sharma

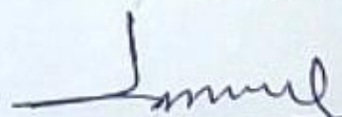
GENERAL ASSESMENT of VISITING OFFICER B&Vs in PANCHYAT KOTLI SHAH DOULA

In General assesment as a visiting officer during B&Vs programme at panchyat Kotli Shah Doula during 9-11-2023 to 10-11-2023 I assessed that there is urgent need of improvement, upgradation of existing assets as well as construction of new community assets at different ends.

Power points are mentioned below:-

- ① Construction of playground for youth at panchyat
 - ② Construction of children park at panchyat
 - ③ Opening of Prg. Health Centre.
 - ④ opening of Bank Branch.
 - ⑤ Sanctioning of more pray houses for beneficiaries.
 - ⑥ upgradation of drainage system especially deep dra in panchyat.
 - ⑦ upgradation of Existing transformer
 - ⑧ Bled tapping of all line road in panchyat.
- It is further submitted that

"There is one spiritual & historical place of 'BABA MURAD SHAH' in panchyat so there is urgent need of more beautification in order to make it place of tourist hub."


Prabhani Kotli Shah B&Vs.