

B2V5-Booklet

(Instruction Manual, Deliverables & Questionnaire for B2V5)



7th to 16th NOVEMBER, 2023.

Block Assar Panchayat Chaka AI

Name of Visiting Officer Naresh Shama Designation Lecturer.

**DISTRICT ADMINISTRATION
DODA**

FEATURES

- Deputy Commissioners to lead the initiative
- Rural Development Department to be the nodal department
- Planning Development & Monitoring department and IT to be the support departments

INSTRUCTIONS FOR THE VISITING OFFICER

Activity	INSTRUCTIONS	ACTION POINTS
Activity 1	Seeking details from the District team	- Take print outs of filled booklets of B2V1, B2V2 and B2V3 & B2V4 from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in - Also take print outs of the summarized excel sheets of the previous phases from www.jkpanchayat.jk.gov.in or www.jkpanchayat.in ATRs on issues raised during previous 4 phases of B2V and feedback on deliverables of last year from the office of Deputy Commissioner. - Take prints of blank 2 booklets of B2V5 from www.jkpanchayat.in / www.jkpanchayat.jk.gov.in - Collect List of new works started/ ongoing/ completed during the previous and current Financial year under the following heads: • PRI grants • District Plan • UT plan • MGNREGA • Other schemes of other departments • Any other work - Plans/ beneficiary lists: • MGNREGA draft plan document for the year 2023-24. • List of Awaas+ beneficiaries alongwith IHHL Convergence • List of pension beneficiaries. • List of SHGs • List of agriculture scheme beneficiaries - Lists of beneficiaries for: • Various certificates/ benefits to be distributed by the visiting officer. • Any other activities identified by different departments

Activity 2	Reach the Panchayat on day of visit.	1. To hold meetings with PRIs, Officers/officials of the deptt and General Public to have firsthand information about Infrastructure & implementation of Schemes as per Schedule IB & Schedule-II. 2. Ensure that all front line workers of different deptts are present. 3. Ensure exhibition by different deptts. about individual benefit schemes. 4. Inspect JKB/PSB counters/outlets. 5. Participate/ensure organization of sports activity in play talent hunt cultural event/youth activity. 6. Ensure awareness generation about PM Vishwakarma scheme AyushmanBhav. 7. Ensure saturation of soil health card and Golden Health under AyushmanBharat, saturation of Old Age Pension Scheme Domicile Saturation, KCC Saturation, and saturation of passbooks. 8. Visit government establishments, i.e., Health facility, Education Institute, Aganwadicenters, CAPD store, Bank/Extension counter Amrit Sarovar, Playground, PatwarKhana, etc. 9. Inspect Khidmat (CSC) Centres and create/generate awareness online schemes, especially G2C schemes like BEA Janbhagidari, Aapki Zamin Aapki Nigrani, Digital J&K, etc. 10. Check effectiveness of centrally sponsored schemes through visits of PMAY houses, Compost/Soil pits, JJM, etc. 11. Assess status of connectivity, Transport, Electrification, Drinking water, cleanliness, etc., in the panchayat. 12. Wherever possible, distribute employment letters for people selected under various government employments. 13. Conduct social audit of works under following schemes MGNREGA, PMAY, IHHL toilets and payments CSCs AMRIT SAROVARS. 14. Prepare Village Development Plan, in consultancy with Gram Panchayat, discuss it in Gram Sabha, and get it approved. 15. Identify unique features of the Panchayat in terms of Tourism, Culture, Heritage, Potential, etc. 16. Organize village-level cultural events to engage panchayat members. 17. Obtain a candid assessment about the performance of various deptts, including fair feedback about discrepancies in functioning. 18. Open discussion on Nasha Mukta Abhiyan, corruption-free Panchayat, etc. 19. Assess the progress of different schemes relating to the localized SDGs prioritized for that village as per the resolution passed by that Gram Panchayat.
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QUESTIONNAIRE FOR B2V5

Schedule-I (A)
(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Sh. Naresh Kumar Sharma
2	Designation	Lecturer
3	Department	School Education
4	Place of posting	G.H.S. Rajgarh
5	Mobile No	9419228605
6	Email ID	nareshkgr222@gmail.com
7	Home District	Katuna
8	Dates of visit	09-11-2023 to 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	Chaka - AI
2	Local Government Directory(LGD) code of the Panchayat	6951
3	Name of CD Block	Assar
4	Name of Tehsil	Rajgarh
5	Name of District	Ramban

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	1
2	No. of hamlets in the Panchayat	7
3	No. of households in the Panchayat	520
4	Population (approx) of the Panchayat	2700

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	Romesh Kumar	Master	Present	HSC Clerk
3	Food, Civil Supplies and Consumer Affairs				
4	Forest	Bharat Singh	Forest Guard	Present	Pajgar B
5	Health and Medical Education	Anjeet Singh	MMPHW	Present	
6	ICDS Department	Pushpa Devi	Worker	Present	Kenya
7	Irrigation and Flood Control Department				
8	Jal Shakti Department	Jagdish Raj	Supervisor	Present	
9	Power Development Department	Ghansar Singh	J E	Present	
10	Public Works Department	Atta Mohd	Helper - C	Present	
11	Revenue	Vinod Singh	Jr. Assistant	Present	
12	Rural Development and Panchayat Raj	Vikram Singh	Pgt. Secretary	Present	
13	Skill Development				
14	Social Welfare Department				
15	Youth Services and Sports Department	Kulvinder Singh	R E K	Present	
16	Others J & K Bank	Kazi Sohail	Branch Manager	Present	Bibrota
17	Animal Husbandry	Uttam Singh	Vet. Pharm.	Present	Chakka
18	Jal Shakti	Raj Kumar	Line man	Present	
19	Jal Shakti	Sewa Ram	Line Man	Present	
20	ICDS	Nisha Devi	Worker	Present	Kundi
21.	Animal Husbandry	Shahman Ahmad	Helper	Present	
22.	Health	Babli Devi	Asha	Present	
23.	ICDS	Ratna Devi	Helper	Present	
24.	ICDS	Girana Devi	Helper	Present	
25.	PDD	Raj Kumar	Lineman	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	Need Repair			
	II. Furniture(Y/N)	Yes			
	III. Computer/printer(Y/N)	Yes			
	IV. Internet (Y/N)	No			
	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	02	51	Nil	Govt. Building
	c) Middle	01	83	Nil	Govt. Building
	d) High	01	177	10	Govt. & Private Building
	e) Higher Secondary	Nil	—	—	—
	f) College	Nil	—	—	—
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		08	—	01-Helper	01-Govt. & 07-Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		Nil	Nil	01	Nil
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)	Yes			
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	
		2	517	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		1	1		
13	Amrit Sarovars – details, location, condition	Details	Location	Condition	Utilization
		Sanctioned	Nai sul	Not taken up yet	
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Close proximity to Baghlihar Dam and the lake formed by it.			
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		
		Nil			
17	List of Underutilized Buildings- names	Name	Year of construction		
		Nil			

5 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	REAS. FOR PEND.
1	Old Age pension	Social Department Welfare	50	22	Under
2	Widow pension	Social Department Welfare	NA	2	Process
3	Disability pension	Social Department Welfare	NA	6	do.
4	Status under Stunting Mukht	Social Department Welfare	NA	—	
5	Status under wasting Mukht	Social Department Welfare	NA	—	
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	NA	—	
7	Digital Services provided	IT/ BDO/ CSC	15	05	lack infra
8	Daksh Kisan	Agriculture Department	Nil	Nil	—
9	Kisan credit card	Agriculture Department	194	194	—
10	PM Kisan Sammanidhi	Agriculture Department	279	279	—
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department	20	04	lack of intro. bpo. ppe
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	NA		
13	JJM Implementation	Jal Shakti Department			
	I. No of Household provided FHTC		50%		
	II. Har Ghar Jal village(s) certified (No.)		NA		
14	No of Households electrified	PDD			
15	PMAY- Gramin	RDD& PR	74	10	Under process
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	520	450	CSC's available
17	ODF Plus villages (No)	RDD& PR	01	01	
18	Targeted Sock pit completed	RDD& PR	170	170	
19	JKRLM:	RDD& PR			
	I. Number of Self Help Groups formed		—	4	
	II. Number of Households involved		—	25	
20	Land Passbook Saturation	Revenue Department	730	530	lack
21	Pending Mutations	Revenue Department	Nil	Nil	at
22	Domicile Certificates	Revenue Department	1272	1250	Doc.
23	Persons identified drug addicts	BDO/ Sarpanch	Nil	—	
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	NA	1200	Under process
27	Janani suraksha yojana	Health Department	NA		
28	Status under Anaemia Mukht	Health Department	NA		
29	Status under Leprosy Mukht	Health Department	NA		
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	Nil		
31	Number of Ayushman Sabas held	Health Department	Nil		
32	Out of School Children brought to Schools	School Department Education	—	10	
33	Number of students still out of Schools	School Department Education	—	25	
34	Persons educated through bridge courses	School Department Education	Nil		
35	Household using clean cooking fuel (LPG)	FCS & CA	—	60%	

QUESTIONNAIRE FOR B2V5

Schedule-IV

(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Medical Aid Centre Chaka
2	Type of building (Govt./ Private)	Private
3	Availability of Staff a) Doctor b) Paramedical	Only 1 FMPHW
4	No of patients attended during the month	20
5	Status of medicine availability	All Basic Medication (Qty. 2500)
6	Special medical camp held, if any	Yes, Oct 2022
7	Status of Immunization	Monthly, 10 immunisations
8	Participation of health worker in Village Health and Nutrition Day	No
9	Institutional deliveries in Panchayat (Current Year)	12
10	Non-Institutional deliveries in Panchayat (Current Year)	02
11	Other	
12	Remarks of the Visiting Officer	There is a need of atleast 2 PHC's or Sub Center's with atleast 1 Doctor available 24x7.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	GHS Chaka, MS Kundig, PS Kumbhig, PS Majumdar, PS Dador
2	Type of building (Govt./ Private)	Govt. (Except few hons rented by GHS Chaka)
3	Availability of Staff as per sanctioned strength	12 vacancies at GHS Chaka (Teaching & Non-teaching)
4	Enrolment of the School a) Boys b) Girls	Total - 329 → 162 Boys → 167 Girls
5	Availability of play ground	Yes (Except GHS Chaka, PS Majumdar & PS Dador)
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	Development of school infrastructure is the need of the hour as there are very bright students here. Also a Higher Secondary School is also a major need for locals.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Chaka-A, Chaka-B, Ghorn, Masham, Reena & Kangedunk & Kundi
2	Number of children enrolled a) Boys b) Girls	192 121 71
3	Status of Building (Private/Govt.)	Private-07 & Govt-01
4	Availability of Helper/ worker	Yes (vacancy of 1 Helper)
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Yes
7	Availability of timely Ration	On the availability of funds.
8	Availability of Functional toilet	Yes
9	Availability of tap connection	04-centers Yes & 04-centers No
10	Availability of electricity connection	Yes
11	Number of children stunted	No
12	Number of children wasted	No
13	Any Other	
14	Remarks of the Visiting Officer	

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Chaka & Serah
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Pyar Singh & As. Rashid
4	No of registered beneficiaries	517
5	No of beneficiaries drawing Ration from the store	517
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	

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	No
2	No of Accounts in the branch	No
3	No of persons applied under various self-employment schemes	04
4	No of cases sanctioned under various self-employment schemes	04
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	04
6	Availability of ATM	NO
7	Any Other	—
8	Remarks of the Visiting Officer	A mini branch / Extension counter is a requirement in the close proximity of Panchayat.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Naimal Bathan
2	Condition of Amrit Sarovar	Work Not Taken up
3	Details of repair undertaken, if any	Nil
4	Utilization of Amrit Sarovar	-do-
5	Any Other	-do-
6	Remarks of the Visiting Officer	

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	M S Kundli
2	Condition of Playground	Not Good
3	Utilization of Playground	Yes
4	Any Other	
5	Remarks of the Visiting Officer	1. Need for upgrade 2. New playgrounds must be developed.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Nil
2	Government/ Private building	Nil
3	Land passbook saturation	22 pending out of target
4	Pending mutations	Nil
5	Any Other	
6	Remarks of the Visiting Officer	Patwarkhana functional outside Panchayat in Block Rajgarh.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Bikram Singh S/O Jagan Nath
2	Name of the beneficiary	Chakra
3	Status of the house (completed/ in-use/ under-construction)	Completed
4	Any Other	
5	Remarks of the Visiting Officer	Area Prवेश done during B2VS.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Kundli / Tanjal
2	Name of the beneficiaries	Chait Ram
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed / In use
4	Any Other	
5	Remarks of the Visiting Officer	

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Nil
2	No of online services provided by the CSC	Nil
3	No of persons approached for services	NA
4	Any Other	
5	Remarks of the Visiting Officer	CSC centre functional outside Panchayat sanctioned for this Panchayat.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Needs improvement & fast paced work
2	Transport	Not adequate
3	Electricity	Needs Improvement
4	Drinking water	- do -
5	Cleanliness	- do -
6	Sports facility (Playground)	New playgrounds required & upgradation of existing
7	Any Other	A CSC centre must be working in the Panchayat.

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	Yes
	3. Local Folk programme / Show	Yes
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	No
B	Sports Activities	
	1. Sports Event	Yes (badminton)
	2. Distribution of sports kit	No
C	Inaugurations (If any)	
	PMAY house	Yes
	Segregation Sheds	Yes
	Amrit Sarovar	No
	JJM Assets	No
	Compost/ Soak Pits	Yes
	PMGSY / MGNREGA works	Yes
	Any other	—
D	Distribution of certificates	No
	Self Employment Schemes	No
	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

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean & Green Panchayat
2	Activities undertaken under the Theme (as per instruction manual)	1. Plantation Drive 2. Soakage Pits 3. Compost Pits 4. Waste Segregation Sheds
3	Status of activities undertaken	Completed
4	Visible impact of the Activities	No
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	25
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Local Terrain & Lack of awareness
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	Const. of Anganwari Centre at Ghorani SC Basti	
2	Const. of Playground at PS Kantoi.	
3	Const. of Road from Kundi towards Chake started.	
4	Sanction of funds worth 1.95 cr for const./upgradation of GHS Chake	
5		
B	Impact of B2V1 to B2V4	
1	Road from Chake Kundi towards Chake started.	
2	Anganwari Centre building completed in Ghorani	
3	Funds sanctioned for Upgradation of GHS Chake	
4		
5		
C	Challenges in the Panchayat	
1	Road Connectivity & its slow paced work.	
2	NO PHC or Sub Centre.	
3	Geographically & Connectivity wise isolated from Block Asgar.	
4	Lack of School Education Infrastructure.	
5		
D	Suggestions if any	
1	① This panchayat must be merged with Block Rajgarh of Distt. Kamnagar.	
2	② All Block level/zonal head offices must placed in nearest Tehsil HQ i.e. Rajgarh (eg. School Education, P.D., Police, etc.)	
3	③ School Infrastructure must be developed.	
4	④ Road Connectivity must be completed at fast pace from (a) Link Road from Kundi Pargal to Ghorani (b) Link Road from Himaldagrand to Galki (c) Link Road from Chintyal to MS Kundi (d) Link Road from Kundi to Chille.	
5	⑤ Sactioning of PHC / Health Sub centre along with a doctor.	
	⑥ Electric Poles (250 no.) for whole panchayat.	
	⑦ Water Reservoir Tank (PHE) at Thair.	
	⑧ New Gravity Lines from Ghore Gaise to Kundi	
	⑨ Development of Playground at Kulthi.	
	⑩ Huge Potential of Tourism in areas of this panchayat adjoining Bagulihar Dam & the lake formed by it.	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	School Education
2	RDD
3	Agriculture
2	LEAST RESPONSIVE DEPARTMENTS
1	Fisheries
2	Sericulture
3	Horticulture

ii. FEEDBACK ON UT INITIATIVES

There is a mostly positive response from people about the central sponsored schemes but at the same time there were some discomforts shown by common people about the implementation of some UT initiatives and functionality of Bureaucracy.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	① This Pgt. along with adjoining Pgt. must be merged with Block Rajgarh Distt. Ramban instd of Block Assar Distt. Doda. ② Road connectivity must be fast tracked.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	① Availability of Doctor ② Sanctioning of PNC ③ Road connectivity with Ullil & Kundli to Chakra Road.
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)	The overall functioning of govt. Deptt. is satisfactory but the major problems arise due to the geographical location & terrain of Panchayat and lack of road connectivity. Most of which can be solved by merger of this Panchayat with Block Rajgarh of Distt. Ramban. e.g. CRDD, Education, etc.
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	

Certified that the visiting officer stayed for 2 days in our Panchayat.

Signature of Sarpanch
Suniti Devi
Sarpanch
Name.....24 Haina Chakka-A1
Block Assar.

Signature of the Visiting Officer

Name.....Narash Shermu