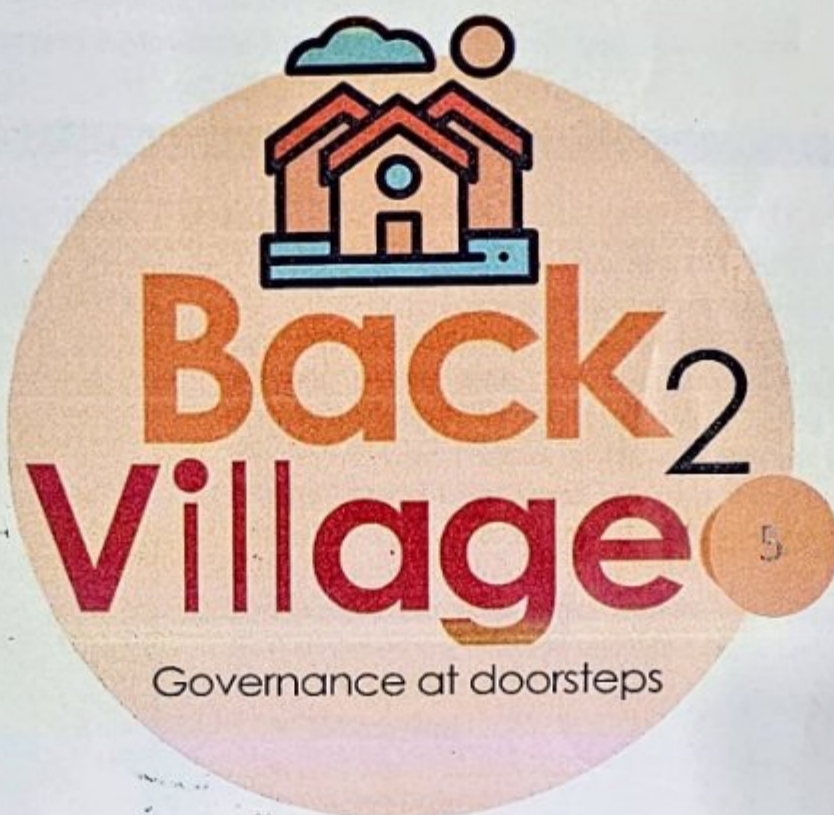


B2V5-Booklet

(Instruction Manual, Deliverables & Questionnaire for B2V5)



7th to 16th NOVEMBER, 2023.

Block Khellani Panchayat Saras

Name of Visiting Officer Akmal Hussain Designation CAO

**DISTRICT ADMINISTRATION
DODA**



Governance at doorsteps

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	AKHTAR HUSSAIN
2	Designation	Chief Accounts officer
3	Department	Food Civil Supplies & CA dept. Jammu
4	Place of posting	Dudhpote of FCS & CA, Jammu
5	Mobile No	9622862666
6	Email ID	Akhtar.Hussain1986@jk.gov.in
7	Home District	Doda
8	Dates of visit	15 & 16 of Nov, 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	SARAS
2	Local Government Directory(LGD) code of the Panchayat	239541
3	Name of CD Block	Khellani
4	Name of Tehsil	Doda
5	Name of District	Doda

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	2 (Saras & Mud)
2	No. of hamlets in the Panchayat	(07)
3	No. of households in the Panchayat	460
4	Population (approx) of the Panchayat	2400

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	Varun Kumar	JACU	Present	
2	Education	Kuldeep Kumar	Phy. Rest.	Present	
3	Food, Civil Supplies and Consumer Affairs	Ijaz Huseain	T.S.O.	Present	
4	Forest	Mohd Ashraf	Asst. Forest Officer	Present	
5	Health and Medical Education	Sapna Devi Bandna Devi	Asha worker	Present	
6	ICDS Department	Kamla Devi, Gita, Rita	AWW	-do-	
7	Irrigation and Flood Control Department	-	-	-	
8	Jai Shakti Department	Kamaljeet	H.R.	-do-	
9	Power Development Department	Rajinder Singh	Foreman	-do-	
10	Public Works Department	Om Parkash	Supervisor	-do-	
11	Revenue	Harjeet	NT	-do-	
12	Rural Development and Panchayat Raj	Sangeeta Devi Anil Kumar	Accounts assistant GRS	-do-	
13	Skill Development	-	-	-	
14	Social Welfare Department	-	-	-	
15	Youth Services and Sports Department	-	-	-	
16	Others Social Forestry	Mohd Sharief	DRW	-do-	
17	Horticulture	Rajan Singh	Yr. Tech	-do-	
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) Govt building/private	Government Building			
	b) New/need repairs	Need repairs			
	ii. Furniture(Y/N)	Partial			
	iii. Computer/printer(Y/N)	yes (Laptop & printer)			
	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)	No			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	—	—	—	—
	b) Primary	01	28	02	Govt:
	c) Middle	03	121	06	Govt:
	d) High	—	—	—	—
	e) Higher Secondary	—	—	—	—
	f) College	—	—	—	—
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		06 (01 Non-functional)	100	2	All in private building
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)				
6	Availability of ATM (Y/N)				
7	Khidmat center/ CSC (Y/N)	Nil			
8	Patwarkhana(Y/N)				
9	Village haat (Y/N)				
10	Playground(Y/N)				
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01	1321	Yes Connected	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		01		Yes	
13	Amrit Sarovars – details, location, condition	Details	Location	Condition	Utilization
		1	Saras	Under repair	No
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Saras village as potential tourist place			
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		
		—	—		
17	List of Underutilized Buildings- names	Name	Year of construction		
		—	—		

5QUESTIONNAIRE 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 PENDENCY
1	Old Age pension	Social Welfare Department	65	65	
2	Widow pension	Social Welfare Department	10	10	
3	Disability pension	Social Welfare Department	28	28	
4	Status under Stunting Mukht	Social Welfare Department	Nil	Nil	
5	Status under wasting Mukht	Social Welfare Department	Nil	Nil	
6	Equipment's provided to Specially abled persons (Implants, tricycles etc)	Social Welfare Department	08	08	
7	Digital Services provided	IT/ BDO/ CSC	01	01	
8	Daksh Kisan	Agriculture Department	Nil	Nil	
9	Kisan credit card	Agriculture Department	95	95	
10	PM Kisan Sammannidhi	Agriculture Department	191	191	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmat, etc)	Employment Department	05	05	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	Nil	Nil	
13	JJM Implementation	Jal Shakti Department			
	i. No of Household provided FHTC		460	0	Nil to be certified by ad of sec.
	ii. Har Ghar Jal village(s) certified (No.)				
14	No of Households electrified	PDD	460	460	
15	PMAY- Gramin	RDD & PR	44	44	
16	SBM Gramin- IHHL functional (Household toilets)	RDD & PR	312	312	
17	ODF Plus villages (No)	RDD & PR	2	2	
18	Targeted Sock pit completed	RDD & PR	232	197	People delay to complete
19	JKRLM:	RDD & PR	30	30	
	i. Number of Self Help Groups formed		300	300	
	ii. Number of Households involved				
20	Land Passbook Saturation	Revenue Department	1156	1156	
21	Pending Mutations	Revenue Department	27	27	
22	Domicile Certificates	Revenue Department	1700	1700	
23	Persons identified drug addicts	BDO/ Sarpanch	Nil	Nil	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	2 in month	Done	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	Nil	Nil	
26	Golden Health Card under Ayushman Bharat	Health Department	1604	1352	Documents not provided
27	Janani suraksha yojana	Health Department	14	14	
28	Status under Anaemia Mukht	Health Department	770	770	
29	Status under Leprosy Mukht	Health Department	-	-	
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	-	-	
31	Number of Ayushman Sabas held	Health Department	-	-	
32	Out of School Children brought to Schools	School Education Department	-	-	
33	Number of students still out of Schools	School Education Department	-	-	
34	Persons educated through bridge courses	School Education Department	-	-	
35	Household using clean cooking fuel (LPG)	FCS & CA	2400	44	

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.	
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	

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	01 Primary School & 3 Middle School
2	Type of building (Govt./ Private)	All Government building
3	Availability of Staff as per sanctioned strength	No
4	Enrolment of the School a) Boys b) Girls	72 77
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'	-
10	Other	-
11	Remarks of the Visiting Officer	Strengthening & upgradation of infrastructure needed in all schools.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Saras, Street Dangle, leakage, not in Hud (Hud not functional)
2	Number of children enrolled	61
	a) Boys	59
	b) Girls	
3	Status of Building (Private/Govt.)	Private (ALL)
4	Availability of Helper/ worker	Worker/Helper available in 4 centers
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Yes
7	Availability of timely Ration	Yes
8	Availability of Functional toilet	Available in only 2 centers
9	Availability of tap connection	Available in only 1 center
10	Availability of electricity connection	Available in only 1 center
11	Number of children stunted	Nil
12	Number of children wasted	Nil
13	Any Other	-
14	Remarks of the Visiting Officer	Anganwari Center of Hud needs to make functional by engaging worker/Helper

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	SARAS
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Rajesh Kumar
4	No of registered beneficiaries	1321
5	No of beneficiaries drawing Ration from the store	Almost all
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	NIL
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	

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	SARAS
2	Condition of Amrit Sarovar	Need Repair
3	Details of repair undertaken, if any	Under process.
4	Utilization of Amrit Sarovar	No
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	Atleast one playground required to indulge the youth in Games.

VIII. Partwarkhana:

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

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Batlo
2	Name of the beneficiary	Kaleesh Kumar
3	Status of the house (completed/ in-use/ under-construction)	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	Batlu, Pakheri Hat, Kathoke and Salas
2	Name of the beneficiaries	—
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Working in 3 places & under Const. in 1
4	Any Other	—
5	Remarks of the Visiting Officer	—

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	CSC at Salas village
2	No of online services provided by the CSC	5
3	No of persons approached for services	200 (approx)
4	Any Other	—
5	Remarks of the Visiting Officer	—

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Most of the Hamlets Connected except Kulta and chandoo
2	Transport	upto the Maale
3	Electricity	fully electrified
4	Drinking water	Available
5	Cleanliness	75% (approx)
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	-
	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)	yes
	PMAY house	yes
	Segregation Sheds	-
	Amrit Sarovar	-
	JJM Assets	-
	Compost/ Soak Pits	-
	PMGSY / MGNREGA works	-
	Any other	Construction of Kachol Road
D	Distribution of certificates	-
	Self Employment Schemes	-
	Land Pass books	-
	Any other	Ayushman Card.
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Public of Panchayat were sensitized about different schemes & flagship programmes of the Govt.

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

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Poverty free and enhanced livelihoods in villages / clean and green village.
2	Activities undertaken under the Theme (as per instruction manual)	Plantation at different locations of the Panchayat. Const. of Cow Sheds
3	Status of activities undertaken	Completed
4	Visible impact of the Activities	No visible impact yet.
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	GPDP prepared but not uploaded yet.
6	How many activities of SDG have been covered under GPDP	NIL
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Less participation of Public.
8	Remarks of the Visiting Officer on the status 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	All the demands/ grievances related to FC & CA department and Revenue department were resolved.	
2		
3		
4		
5		
B	Impact of B2V1 to B2V4	
1	Construction of Pucca path in some places of Panchayat only.	
2		
3		
4		
5		
C	Challenges in the Panchayat	
1	Non-availability of any medical facility (PHC etc) Rotten wooden poles and trees used in place of poles Iron poles for electricity lines. JRM scheme still not implemented. Few hamlets still unconnected through road.	
2		
3		
4		
5		
D	Suggestions if any	
1	1. Shifting/ establishment of PHC from Malhoti to Salal Panchayat as there are two PHCs at Malhoti. 2. Establishment of veterinary health center. 3. Road from Sheel to Wita via chandoo. 4. Upgradation of Electricity supply and Water supply.	
2		
3		
4		
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RDD
2	FCSE & CA
3	Agriculture
2	LEAST RESPONSIVE DEPARTMENTS
1	Jal Shakti Department
2	PDD
3	PWD (PMSSY in particular)

ii. FEEDBACK ON UT INITIATIVES

People conveyed that UT government has taken various timely initiatives for implementation of Centrally Sponsored Schemes and Sectoral Schemes besides allocation of budget under UT Capital and District Capital for various developmental activities.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Non-availability of any kind of Medical facility at Panchayat level.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	(i) Shifting of PHC from Malholi to Sankh Panchayat (ii) Constn. of road from Shree to Kitta via Chausoo extension of link from Goha to Chausoo
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)	Lack of developmental work still needed to be done like upgradation of Electricity, water supply, health and road facilities.
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	Certificate issued

Signature of Sarpanch

Name.....



Signature of the Visiting Officer

Name.....

Akhtal Hussain