

B2V5
Panchayat Halar Jara
Dated - 13/11/2023 to
14/11/2023

INSTRUCTION MANUAL FOR B2V5



7th 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	JAVAD AHMAD MIR
2	Designation	LECTURER
3	Department	EDUCATION
4	Place of posting	H.R. SEC. SCHOOL LARRIDORA
5	Mobile No	9906498411
6	Email ID	p.mirjavid10@gmail.com
7	Home District	BARAMULLA
8	Dates of visit	13-11-2023 to 14-11-2023

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	IJARA
2	Local Government Directory(LGD) code of the Panchayat	241796
3	Name of CD Block	NODRKAHA
4	Name of Tehsil	BONIYAR
5	Name of District	BARAMULLA

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	02 (Two)
2	No. of hamlets in the Panchayat	09 (Nine)
3	No. of households in the Panchayat	489
4	Population (approx) of the Panchayat	2022

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	ICHAQID IQBAL	JEO	Present	
2	Education	NAZIR AH. DAR	TEACHER	Present	
3	Food, Civil Supplies and Consumer Affairs	BASHIR AH. SUKHN	STOCK KEEPER	Present	
4	Forest	NA	ABSENT		
5	Health and Medical Education	MYMOONA BEGUM	FMPHW	do	
6	ICDS Department	ZAHIDA BEGUM	AINW	do	
7	Irrigation and Flood Control Department	MURTHIYAR AHMAD	JE	do	
8	Jal Shakti Department	MAHD. ASLAM KHAN	AST. Line Man	do	
9	Power Development Department	RAVINDER SINGH	J.E	do	
10	Public Works Department	AB. RASHID BHAT	WORKS SUP.	do	
11	Revenue	KADEER AH. ICHAN	PATWARI	do	
12	Rural Development and Panchayat Raj	SUHAIL AH. DAWHAN	SEC. PYT.	do	
13	Skill Development				
14	Social Welfare Department	MOHD. SHAFI	J.A.	do	
15	Youth Services and Sports Department	HABIB ULLAH	P.M.	do	
16	Others				
17	Social Forestry	AB MAJEED BHAT	MALI	do	
18	Social Forestry	AJAZ AH. GIORI	HTC-TD	do	
19	NRLM	MURADIS	MOBILIZER	do	
20	Sexiculture	TARIQ AH. MALIK	Malberry	do	
21	Animal Husbandry	AB. RASHID NAJAR	Mink Vet. P.	do	
22	Sheep Husbandry	MANZILOR AHMAD	F.S.	do	
23	Dr. AYUSH - HEALTH	DR UMAR MAJEED	Doctor	do	
24	CSC	ZUBAIR AH BHAT		do	
25	Handicraft	Jawaid Ahmad Bhat		do	
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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 b) New/need repairs	GOVT. BUILDING			
	II. Furniture (Y/N)	NEW.			
	III. Computer/printer (Y/N)	YES a			
	IV. Internet (Y/N)	YES			
	V. Telephone (Y/N)	NO			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	NO			
	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	05	103	NIL	Govt.
	b) Primary	02	211	NIL	Govt.
	c) Middle	NIL	-	-	-
	d) High	01	363	20	Govt.
	e) Higher Secondary	NIL	-	-	-
	f) College	-	-	-	-
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		11	222	-	Private Building.
4	Healthcare facility	No. of sub centers	No. of PHCs	No. of health & wellness centers	No. of Institute having Govt. building
		NIL	1	1	2.
5	Bank branch (Y/N)	N.A.	-	-	-
6	Availability of ATM (Y/N)	N.A.	-	-	-
7	Khidmat center/ CSC (Y/N)	YES	YES	YES	YES
8	Patwarkhana (Y/N)	N.A.	-	-	-
9	Village haat (Y/N)	YES	YES	YES	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	
		02	-	connected yes.	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		11	11 Functional.		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		N.A.	-	-	-
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Baba Laxman Sahib Derasat Sharada in village Keerapada is an attraction point of thousands of pilgrims			
15	i. Whether Panchayat assets captured on e-Gram Sampda App (Y/N)	YES			
	ii. Number of Asset captured	05.			
	iii. Please mention assets	L.H.S.S. MS. Jyoti. P.T. Phare. PHC. PS.			
		Name	Year of construction		
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
17	List of Underutilized Buildings- names	KGBV Hostel			2012-13.

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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	161	161	—
2	Widow pension	Social Department Welfare	12	12	—
3	Disability pension	Social Department Welfare	14	14	—
4	Status under Stunting Mukht	Social Department Welfare	0	0	0
5	Status under wasting Mukht	Social Department Welfare	0	—	—
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	20	18	2 absent
7	Digital Services provided	IT/ BDO/ CSC	300	300	—
8	Onash Kisan	Agriculture Department	0	0	—
9	Kisan credit card	Agriculture Department	235	233	—
10	PM Kisan Sammanidhi	Agriculture Department	194	194	—
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department	N.A	N.A	—
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	N.A	N.A	—
13	JM Implementation	Jai Shakti Department	—	—	—
	i. No of Household provided FHTC		489	489	—
	ii. Har Ghar Jai village(s) certified (No.)		—	—	—
14	No of Households electrified	PDD	489	489	Protect under construction
15	PMAY- Gramin	RDD& PR	31	19	Ineligible
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	446	336	84 completed Ineligible
17	ODF Plus villages (No)	RDD& PR	02	02	—
18	Targeted Sock pit completed	RDD& PR	—	—	—
19	JKRLM:	RDD& PR	Target	Formed	Refuse: not a person
	i. Number of Self Help Groups formed		40	31	—
	ii. Number of Households involved		400	310	Unable to meet
20	Land Passbook Saturation	Revenue Department	830	830	—
21	Pending Mutations	Revenue Department	45	45	—
22	Domicile Certificates	Revenue Department	40	40	—
23	Persons identified drug addicts	BDO/ Sarpanch	0	0	—
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	04	03	—
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	0	0	—
26	Golden Health Card under Ayushman Bharat	Health Department	2710	2608	minor
27	Janani suraksha yojana	Health Department	24	24	—
28	Status under Anaemia Mukht	Health Department	0	0	—
29	Status under Leprosy Mukht	Health Department	0	0	—
30	Number of Ayushman Melas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	0	0	—
31	Number of Ayushman Sabas held	Health Department	0	0	—
32	Out of School Children brought to Schools	School Department Education	04	04	—
33	Number of students still out of Schools	School Department Education	4	4	—
34	Persons educated through bridge courses	School Department Education	0	0	—
35	Household using clean cooking fuel (LPG)	FCS & CA	0	0	—
			489	489	—

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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	Govt 2+1 (Ayush & Wellness centre)
4	No of patients attended during the month	4+2
5	Status of medicine availability	300 + 400
6	Special medical camp held, if any	available
7	Status of Immunization	Yes by Ayush & Wellness centre
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	Yes
10	Non- Institutional deliveries in Panchayat (Current Year)	—
11	Other	—
12	Remarks of the Visiting Officer	I Staff at PHC for participation II Ambulance service at PHC.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	MS Jara, P/s Bhadrhar, P/s Nagar Mahalla, P/s Kattermahalla, P/s Kanganji
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	19
4	Enrolment of the School a) Boys b) Girls	a) 167 b) 219 Total = 386
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'	I cleanliness drive II Tree planting - plantation drive
10	Other	
11	Remarks of the Visiting Officer	I New building for P/s Kanganji II - A - P/s Nagar Mahalla. III Facing at P/s Bhadrhar.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Ijara / Peerniya.
2	Number of children enrolled a) Boys b) Girls	225 a) 108 b) 114
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	0
12	Number of children wasted	0
13	Any Other Equipments	Baby weighing machine, be. Schooling tot (KHS).
14	Remarks of the Visiting Officer	Working smoothly for the benefit of Community.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Ijara + Shamswari.
2	Government / Private	Private Building
3	Name of the dealer (in case of Private)	
4	No of registered beneficiaries	450 households.
5	No of beneficiaries drawing Ration from the store	450 households
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	Excellent services provided by the Deptt.

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	

NA

1. Establishment of Bank Unit with ATM service.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	
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	

NA

VII. Playground:

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

CHSS Pehlpora/Peerasya functional
cricket + volleyball + football.
needs upgradation & starting arrangements.
Both the playgrounds are functional

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	

N.A. functioning from Boniyar
N.A.
100%
All

1. Establishment of Partwarkhana at Pyl jara

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Ijara
2	Name of the beneficiary	Farooq Ahmad Dini
3	Status of the house (completed/ in-use/ under-construction)	completed in-use
4	Any Other	—
5	Remarks of the Visiting Officer	I Completed 6 PMAY houses II Under construction 13 nos.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Ijara/Peenya
2	Name of the beneficiaries	Munoor Ahmad
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	completed in-use
4	Any Other	—
5	Remarks of the Visiting Officer	visited Soakage pit of above mentioned beneficiary & found the department of RDB has constructed soak pits which consume almost all the grey water of the household.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Ijara (Pvt. Mar)
2	No of online services provided by the CSC	300
3	No of persons approached for services	400
4	Any Other	—
5	Remarks of the Visiting Officer	CSC Centre provides the services to the pvt. Mar

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Yes connected
2	Transport	Available in l.p.
3	Electricity	Available in-use.
4	Drinking water	Available
5	Cleanliness	Visibly clean, Swachh Grah cleaning up on daily basis.
6	Sports facility (Playground)	Available no. of playgrounds.
7	Any Other / Internet facility	Available / functional

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	
	5. Exhibitions	
B	Sports Activities	yes discussed by profile functioning
	1. Sports Event	
	2. Distribution of sports kit	Held
C	Inaugurations (If any)	RDD distributed B2V4.
	PMAY house	
	Segregation Sheds	Yes Inaugrated.
	Amrit Sarovar	Yes Inaugrated.
	JJM Assets	N.A.
	Compost/ Soak Pits	under construction.
	PMGSY / MGNREGA works	Yes Inaugrated.
	Any other / ADP works	Yes Inaugrated.
D	Distribution of certificates	Yes.
	Self Employment Schemes	
	Land Pass books	
	Any other	Already Distributed in B2V4.
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Yes, Awareness was generated.

*Placed in
10 B2V5 files*

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	① child friendly panchayat ② village with good governance
2	Activities undertaken under the Theme (as per instruction manual)	③ All children aged 0-6yrs enrolled in Aww for pre-Schooling @ Balsabha, completed ④ CSC located in Gram panchayat Bhawan ⑤ List of beneficiaries displayed on gram panchayat wall ⑥ Gram Panchyt. office functional @ social audit covered out.
3	Status of activities undertaken	Yes all activities as per instructional manual undertaken.
4	Visible impact of the Activities	visibly activities covered out as CSC, panchayat Bhawan, Balsabha, enrollment of Anganwadies are operational.
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes GDP prepared & uploaded on jkpanchayat.jk.gov.in
6	How many activities of SDG have been covered under GDP	All 18 activities as per instructional manual of above themes covered under GDP.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Poor response from people in the activities carried out by Gram panchayat, sanitation problem in schools.
8	Remarks of the Visiting Officer on the status SDG Theme	After visiting all the hamlets of panchayat it was found that concerned departments have undertaken the activities of SDG themes adopted 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	LP Covered in JSM Project including replacement of pipes.	
2	Allocation of SFC Depot at Idara.	
3	Installation of CSC digital services in Panchayat hall.	
4	Installation of solar lights in LP.	
5	Partial Malakemisation of internal road.	
B	Impact of B2V1 to B2V4	
1	Saturation of Medical Beneficiary Scheme PMAY, Subsidised etc.	
2	CFO Covered at Hakker malla.	
3	JSM Project under construction.	
4	Installation/ Availability of digital services through CSC.	
5	Development of Play area at Higher Secondary.	
C	Challenges in the Panchayat	
1	Lack of irrigation facility.	
2	Lack of Banking facility including ATM.	
3	Loose and hanging electric wires actually create risks.	
4	Lack of Ambulance service in PHC / Ayushman Bharat.	
5	Poor infrastructure of School / Lack of Sanitation.	
D	Suggestions if any	
1	Primary School near Mahalle to be shifted from malla.	
2	provision of Accommodation for Schools.	
3	provision of Banking facility including ATM.	
4	Replacement of electric poles and wires.	
5	upgradation of irrigation facility in LP.	
	Demolishing of old building at PHS Darikhar.	

Pranav
to B2V5 JSM

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Department of R.D.D. & P.R.
2	Department of Agriculture
3	Department of Education
2	LEAST RESPONSIVE DEPARTMENTS
1	Skill development
2	Forest
3	

II. FEEDBACK ON UT INITIATIVES

UT Initiatives - one of the most important initiative of UT administration is enabling participatory and people centric governance with which environment of Inclusive development formed. An era of Govt. with transparency, Accountability, accessibility replacing old & outdated procedures & expensive system. Government at everywhere and anytime digital governance which revolutionised rural areas including concerned G.P. People of the G.P. are happy with initiatives taken by Government.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	→ Poor Infrastructure in Schools, Lack of Accommodation → no Banking facility and ATM → constant electricity in winter season is major issue.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	→ Banking facility with ATM. → improvement of irrigation facility. → poor condition of roads → provision of library facility. These demands were already in.
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 different departments are working tirelessly. The Review of the F.C. is enclosed.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	(09)
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Certified that the VO stayed for 2 days at the Panchayat.

Signature of Sarpanch

Name.....

Signature of the Visiting Officer

Name..... Javed Ahmad Mir