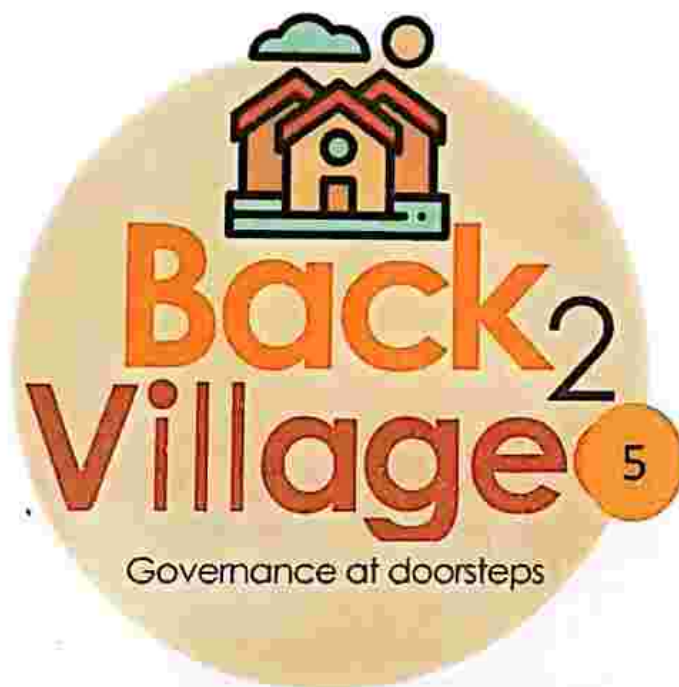


INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023.

FEROZPORA - B
B₂V₅ BOOKLET.

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Syed Sarfaraz Zahoor Rizvi
2	Designation	Additional Secretary
3	Department	Home Department
4	Place of posting	Civil Secretariat
5	Mobile No	9419088941
6	Email ID	Syed Rizvi@jk.gov.in & RizviSarfaraz4@gmail.com
7	Home District	Skinagar
8	Dates of visit	15 th and 16 th of 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	Felozpora B
2	Local Government Directory(LGD) code of the Panchayat	241965
3	Name of CD Block	Tangmarg
4	Name of Tehsil	Tangmarg
5	Name of District	Baramulla

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	02 (Cher Felozpora + Lower Felozpora)
3	No. of households in the Panchayat	404
4	Population (approx) of the Panchayat	2556

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 Field staff 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	Mushtaq Ahmad	AEO	Present	
2	Education	Ajay Kumar	Teacher	Present	
3	Food, Civil Supplies and Consumer Affairs	Bital Ahmad Lone	Storekeeper	Present	
4	Forest	Fayaz Ahmad Wani	Forest guard	Present	
5	Health and Medical Education	Dr. Syed Shazia	M.O	Present	
6	ICDS Department	Shakeela Antheel	AWW	Present	
7	Irrigation and Flood Control Department	Gh Mohd Mir	W/S	Present	
8	Jal Shakti Department	Attaf Ahmad Bhat	A.E	Present	
9	Power Development Department	Hikal Ahmad Ahanger	J.E	Present	
10	Public Works Department	Mohd Amin Bhat	J.E	Present	
11	Revenue	Aaq Ahmad Wani	N.T	Present	
12	Rural Development and Panchayat Raj	Shahin Mushtaq	PAA	Present	
13	Skill Development				
14	Social Welfare Department	Rakesh Bhan	Field officer	Present	
15	Youth Services and Sports Department	Ab. Hamid Lone	YSS. DEM	Present	
16	Others				
17	Horticulture	Mohd Amin	Horticulture tech.	Present	
18	Raheena NRLM	Raheena	KRishi Sakhi	Present	
19	Sheep Husbandry	Isufag, Ah Reehi	Stock Assistant	Present	
20	Tourism	Mohd Ashraf Bhat	Sr. Sri Pater	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	needing repairs			
	II. Furniture(Y/N)	Yes			
	III. Computer/printer(Y/N)	Yes			
	IV. Internet (Y/N)	Yes			
	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	N/A	N/A	N/A	N/A
	b) Primary	01	36	04	Govt building
	c) Middle	N/A	N/A	N/A	N/A
	d) High	N/A	N/A	N/A	N/A
	e) Higher Secondary	N/A	N/A	N/A	N/A
	f) College	N/A	N/A	N/A	N/A
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		05	208	N/A	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	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)	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	
		01	530	Connected	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		2		2	
13	Amrit Sarovars -- details, location, condition	Details	Location	Condition	Utilization
		Amrit Sarovar		Ongoing	Ground work recharge
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	tourism,			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	50+			
	iii. Please mention assets				
	1.	Installation of Solar Street lights at F.B			
	2.	C/O Fencing of graveyard at F.B			
	3.	C/O Culvert NHO Ashadullah Sheikh			
	4.	C/O Road BWO P Band from Tilgum Khul			
	5.	C/O Drain N/O Gh Mohidin Bue. to onwards			
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	-		

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 PENDENCY
1	Old Age pension	Social Welfare Department	120	120	
2	Widowpension	Social Welfare Department	10	10	
3	Disabilitypension	Social Welfare Department	13	13	
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	02	02	
7	Digital Services provided	IT/ BDO/ CSC	-	40-60	
8	Daksh Kisan	Agriculture Department	30	30	
9	Kisan credit card	Agriculture Department	253	253	
10	PM KisanSammanidhi	Agriculture Department	215	215	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department	-	-	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	
13	JIM Implementation	Jal Shakti Department			
	i. No of Household provided FHTC		Saturated	Saturated	
	ii. Har Ghar Jal village(s) certified (No.)		-	-	
14	No of Households electrified	PDD			
15	PMAY- Gramin	RDD& PR	08	08	
16	SBMGrain- IHHL functional (Household toilets)	RDD& PR	404	404	
17	ODF Plus villages (No)	RDD& PR	02	02	
18	Targeted Sock pit completed	RDD& PR	-	36	
19	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed		-	24	
	ii. Number of Households involved		470	210	Not willing
20	Land Passbook Saturation	Revenue Department	Nil 100%	Nil 100%	
21	Pending Mutations	Revenue Department	Nil	Nil	
22	Domicile Certificates	Revenue Department	Saturated	Saturated	
23	Persons identified drug addicts	BDO/ Sarpanch	Nil	Nil	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	02	02	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	-	-	
26	Golden Health Card under Ayushman Bharat	Health Department	1200	850	Authorized 350
27	Janani suraksha yojana	Health Department	-	19	
28	Status under Anaemia Mukht	Health Department	600	600	
29	Status under Leprosy Mukht	Health Department	Nil	Nil	
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	Nil	Nil	
31	Number of AyushmanSabas held	Health Department	Nil	Nil	
32	Out of School Children brought to Schools	School Education Department	Nil	Nil	
33	Number of students still out of Schools	School Education Department	Nil	Nil	
34	Persons educated through bridge courses	School Education Department	Nil	Nil	
35	Household using clean cooking fuel (LPG)	FCS & CA	404	404	

QUESTIONNAIRE FOR B2V5

Schedule-IV (FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	N/A
2	Type of building (Govt./ Private)	N/A
3	Availability of Staff a) Doctor b) Paramedical	only ASHA's (3)
4	No of patients attended during the month	-
5	Status of medicine availability	-
6	Special medical camp held, if any	2
7	Status of Immunization	Fully Immunized (10) and Completely Immunized (14)
8	Participation of health worker in Village Health and Nutrition Day	YES
9	Institutional deliveries in Panchayat (Current-Year)	19.
10	Non- Institutional deliveries in Panchayat (Current Year)	NIL
11	Other	NIL
12	Remarks of the Visiting Officer	

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt Primary School Check Ferozpora
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	Yes
4	Enrolment of the School a) Boys b) Girls	16 20
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	Lower Ferozpora, Chak Ferozpora
2	Number of children enrolled a) Boys b) Girls	93 115
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	Main Market Ferozpora
2	Government / Private	Government
3	Name of the dealer (in case of Private)	Bilal Ahmad Lone
4	No of registered beneficiaries	2140
5	No of beneficiaries drawing Ration from the store	2140
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	Nil
10	Remarks of the Visiting Officer	

V. **Bank/ Extension counter:**

S. No	Particulars	Status
1	Location of Bank/ Extension counter	N.A
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	NO
7	Any Other	-
8	Remarks of the Visiting Officer	

VI. **Amrit Sarovar:**

S. No	Particulars	Status
1	Location of Amrit Sarovar	Rangmarg (Ferozpora)
2	Condition of Amrit Sarovar	Outgoing
3	Details of repair undertaken, if any	New, No Repairing
4	Utilization of Amrit Sarovar	Ground Water Recharge
5	Any Other	-
6	Remarks of the Visiting Officer	

VII. **Playground:**

S. No	Particulars	Status
1	Location of Playground	Ferozpora
2	Condition of Playground	Functional
3	Utilization of Playground	Sports Activities
4	Any Other	-
5	Remarks of the Visiting Officer	

VIII. **Partwarkhana:**

S. No	Particulars	Status
1	Location of Patwarkhana	No Separate Patwarkhana
2	Government/ Private building	Not Applicable
3	Land passbook saturation	96%
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	Cher Felospola, Lower Felospola
2	Name of the beneficiary	Farooq Ahmed Malik, Syed Afaq
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	Cher Felospola, Lower Felospola
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	
5	Remarks of the Visiting Officer	

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Felospola.
2	No of online services provided by the CSC	40-60
3	No of persons approached for services	60 %
4	Any Other	NA
5	Remarks of the Visiting Officer	

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Majority of the roads are mandamiza
2	Transport	No Public Transport available.
3	Electricity	Feasibility issues.
4	Drinking water	Can be improved.
5	Cleanliness	Satisfactory.
6	Sports facility (Playground)	Needs fencing on all sides.
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	
	5. Exhibitions	
B	Sports Activities	
	1. Sports Event	Witnessed Casson match.
	2. Distribution of sports kit	Available at Panchayat.
C	Inaugurations (If any)	
	PMAY house	One house inaugurated
	Segregation Sheds	
	Amrit Sarovar	Work in Progress.
	JJM Assets	Nil
	Compost/ Soak Pits	
	PMGSY / MGNREGA works	
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	06
	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	

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 Livelihood
2	Activities undertaken under the Theme (as per instruction manual)	Housing (PMAY), Employment (NREGA) SHIs, 100% Saturation of Pension Schemes,
3	Status of activities undertaken	Functional
4	Visible impact of the Activities	Enhancement of Livelihood
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	more than 10
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Excess documentation by financial institutions
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	Filtration plant and upgradation of pipes	
2	Electricity improved in the Panchayat	
3	Roads and internal lines were maintained	
4	Safe drinking water - FTK Kits	
5		
B	Impact of B2V1 to B2V4	
1	Co-ordination between line departments	
2	has improved. Awareness	
3	of various Govt. Schemes. Bottlenecks	
4	in implementation of various	
5	Schemes has minimized.	
C	Challenges in the Panchayat	
1	Employment to the local youth	
2	Do lack of Patwari house	
3	Lack of Bank counter	
4		
5		
D	Suggestions if any	
1	The concerned Departments can	
2	while framing their plans keep	
3	the demands of Back to Village in	
4	their plans and prioritize them.	
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RDD
2	SWD
3	Health
2	LEAST RESPONSIVE DEPARTMENTS
1	ISFC
2	R&B
3	ISK Bank

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	Bridges over Ferozpur - B Naleah not constructed
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	
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)	Back to village programme is a useful initiative and has to a large extent brought the concerns of the functionaries on the door steps of a common man.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	7
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	

SAR
Signature of Sarpanch
Name: SHAMEEM A.

Signature of the Visiting Officer
16.11.2023
Name: Syed Saifullah Rizvi

It is Certified that Prabhaki Officer
Ferozpora B of B₂V5 has stayed in
the Panchayat on 15th and 16th November 2023.

Sar Panch.

SARFARAZ
Shameela Begum
PH 07 Ferozpora - B
Signature _____