

BWS. Pella-1
Defect 08/11/2023
09/11/2023



INSTRUCTION MANUAL FOR B2V5



Governance at doorsteps

7th to 16th NOVEMBER 2023.



th 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	Parveez Ahmad Shah
2	Designation	Lecturer
3	Department	Education
4	Place of posting	Govt H.S.S. Pahlipora
5	Mobile No	9022002059
6	Email ID	Shahparveezahmad512@gmail.com
7	Home District	Baramulla
8	Dates of visit	08-11-2023

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	PAHLIPORA A'
2	Local Government Directory(LGD) code of the Panchayat	241797
3	Name of CD Block	NOORUHAH
4	Name of Tehsil	BONIYAR
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	09
3	No. of households in the Panchayat	487 570
4	Population (approx) of the Panchayat	13612

QUESTIONNAIRE FOR B2V5

(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	Abul Ahad AN	AE O	Present	
2	Education	Mahol Ramin	Teacher	Present	
3	Food, Civil Supplies and Consumer Affairs	Musa Ahad	Asst	Present	
4	Forest	Ab. Rashid Chelli	B.O	Present	
5	Health and Medical Education	Refiqe Begum	Asst. Teacher	Present	
6	ICDS Department	Zahide	A.H.W	Present	
7	Irrigation and Flood Control Department	Absent			
8	Jal Shakti Department	Khazim Mohd	ALM	Present	
9	Power Development Department	Nazim Ahmad	M.R	Present	
10	Public Works Department	Naseem Ahmad	JE	Present	
11	Revenue	SUHAIL AH. BACHCHAN	V.LW	Present	
12	Rural Development and Panchayat Raj	ZAHOR AH. PAREY	C.R.S	Present	
13	Skill Development	MUNTAKAH KHAN	T.A	Present	
14	Social Welfare Department	Absent			
15	Youth Services and Sports Department	Hamidullah	DEM	Present	
16	Others / Wildlife	Tanveer Ahad	B.O	Present	
17	SHEEP	MANZOR AHMAD	Supervisor	Present	
18	Fisheries	Riyaz Ahmad	U.A.D	Present	
19	ARKL	Shameer Bano	C.C.	Present	
20	Animal Husbandry	Ab. Rashid Nazim	V.P.T.	Present	

- 21 SERICULTURE MAHD AMIN WANI: Supervisor Present
- 22 CSC IT. Riyaz Ahmad Wani VLE Present
- 23 Handicraft Mohd Magbool Das Ass. Craft 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 b) New/need repairs	Govt building Needs Repairs			
	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)	No			
	VII. Water (Y/N)	No			
	VIII. Electricity (Y/N)	Yes			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten				
	b) Primary	2	45	02	Govt
	c) Middle	-	-	-	-
	d) High	1	180	02	Govt
	e) Higher Secondary	Nil	Nil	Nil	Nil
	f) College	Nil	Nil	Nil	Nil
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		07	196	Nil	Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		-	-	1	Private
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)	No	-	-	-
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	
		1	-	Yes Connected	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		5		5	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		Nil	-	-	-
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Panchayat is located near by Tourist destination Cheliker and has potential of Tourism at Chalk Trindyallo, Ramdallo.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	5			
	iii. Please mention assets	GPS GPS Panchayat Ghar Health Center			
	1.				
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Nil	Nil		
		Name	Year of construction		
17	List of Underutilized Buildings- names	Nil	Nil		

QUESTIONNAIRE FOR B2V5

(STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT)

Schedule-III

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			
2	Widow pension	Social Department Welfare	121	121	—
3	Disability pension	Social Department Welfare	24	24	—
4	Status under Stunting Mukh	Social Department Welfare	20	12	Documents pending
5	Status under wasting Mukh	Social Department Welfare	0	0	—
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	0	0	—
7	Digital Services provided	IT/ BDO/ CSC	—	—	—
8	Daksh Kisan	Agriculture Department	300	300	—
9	Kisan credit card	Agriculture Department	NIL	NIL	NIL
10	PM Kisan Samannidhi	Agriculture Department	260	260	—
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department	230	230	—
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	NIL	—	NO aubage of emp debt attended
13	JJM Implementation	Jal Shakti Department	—	—	—
	i. No of Household provided FHTC		570457	450	Documents absent
	ii. Har Ghar Jal village(s) certified (No.)		Under Construction	Protect.	—
14	No of Households electrified	POD	457	549	near construction
15	PMAY- Gramin	RDD& PR	50	41	unlabeled / Abund
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	463	305	self cannot benefit
17	ODF Plus villages (No)	RDD& PR	1	1	—
18	Targeted Sock pit completed	RDD& PR	195	86	Poor response -
19	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed		45	30	Under Process
	ii. Number of Households involved		450	300	Under Process
20	Land Passbook Saturation	Revenue Department	825	825	—
21	Pending Mutations	Revenue Department	32	32	—
22	Domicile Certificates	Revenue Department	276	276	—
23	Persons identified drug addicts	BDO/ Sarpanch	0	0	0
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	2	2	0
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	0	0	0
26	Golden Health Card under Ayushman Bharat	Health Department	2676	2420	Minor / new Ad
27	Janani suraksha yojana	Health Department	19	19	—
28	Status under Anaemia Mukh	Health Department	0	0	—
29	Status under Leprosy Mukh	Health Department	0	0	—
30	Number of Ayushman Melas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	9	9	—
31	Number of Ayushman Sabas held	Health Department	2	2	—
32	Out of School Children brought to Schools	School Department Education	4	4	—
33	Number of students still out of Schools	School Department Education	0	0	—
34	Persons educated through bridge courses	School Department Education	NIL	NIL	—
35	Household using clean cooking fuel (LPG)	FCS & CA	457	440	PMUJ Pending

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Health & wellness centre pehlpore
2	Type of building (Govt./ Private)	private
3	Availability of Staff a) Doctor b) Paramedical	Doctor yes 1 02
4	No of patients attended during the month	345
5	Status of medicine availability	yes
6	Special medical camp held, if any	yes
7	Status of Immunization	yes
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)	No
11	Other	25
12	Remarks of the Visiting Officer	Health institution is working in a private building needs government allocated

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt Girls High School pehlpore
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	5+1 = 6
4	Enrolment of the School a) Boys b) Girls	77 Total 103 = 180
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	Nil
11	Remarks of the Visiting Officer	poor infrastructure in Govt. School lack of accommodation, needs new building for host, girls high school and fencing.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	PAHLIPORA AND YARWAN
2	Number of children enrolled a) Boys b) Girls	@ Boys 101 b Girls 95 Total 196.
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	YES
12	Number of children wasted	YES
13	Any Other	YES
14	Remarks of the Visiting Officer	Functioning in efficient manner but lack of accommodation and infrastructure. Need of more and more ration in Anganwari Center.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Near bus stop Pahlipora
2	Government / Private	Private Cart.
3	Name of the dealer (In case of Private)	NO
4	No of registered beneficiaries	450
5	No of beneficiaries drawing Ration from the store	450
6	Whether store is functioning through Aadhar biometric system	YES
7	Whether record/register maintained in the store	YES
8	Availability of ration	YES Not sufficient
9	Any Other	
10	Remarks of the Visiting Officer	visited and found functioning at Pahlipora, which is distant for Yarwan needs separate or internal delivery for Yarwan village.

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	

Not Available in GP.
Branch to be established with ATM facility at Pahlipur.

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
Feasibility be made and land be provided for Amrit Sarovar.

VII. **Playground:**

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

NA
Land is available need development of play field.

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.
Factoring from Tehsil office Bulsar
855
ru
ru
Partwarkhana be established in GP. for Pahlipur.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	YARLIAN PAHLIPORA A
3	Status of the house (completed/ in-use/ under-construction)	MCHD. ABASS KHAN
4	Any Other	Completed in use.
5	Remarks of the Visiting Officer	More houses be constructed in favor of house less paper by offering parties from ministry.

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	
2	Name of the beneficiaries	YARLIAN / PAHLIPORA
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	AB CIANI BHAT
4	Any Other	Completed in use
5	Remarks of the Visiting Officer	More pits need and people should maintain pit and community soak pits be constructed for manure of piggery.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	PAHLIPORA A
2	No of online services provided by the CSC	300
3	No of persons approached for services	950
4	Any Other	
5	Remarks of the Visiting Officer	providing all the online services with out adhar, Aahar updates be allowed to CSC.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Yes - but in deteriorated condition
2	Transport	Yes
3	Electricity	Yes - but winter problem.
4	Drinking water	Yes
5	Cleanliness	Yes - visibly clean street. Grahawarn
6	Sports facility (Playground)	N/A
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	Yes, discussed with Shed, Mustrow etc.
	1. Sports Event	
	2. Distribution of sports kit	
C	Inaugurations (If any)	Not.
	PMAY house	Already distributed
	Segregation Sheds	Inaugrated
	Amrit Sarovar	Under construction
	JJM Assets	Nil
	Compost/ Soak Pits	Nil visited U/C
	PMGSY / MGNREGA works	Inaugrated
	Any other / AOP made	Inaugrated
D	Distribution of certificates	maugrated
	Self Employment Schemes	Already distributed Brry
	Land Pass books	Already distributed in B2V4
	Any other / Mandeep Jaiswal	distributed
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Brochure must be made, already given by concerned officer

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	
2	Activities undertaken under the Theme (as per instruction manual)	Healthy village, with sufficient village → Protecting related to Health & Sanitation Committee held. → Children cards submitted, immunisation of children regularly. → Pregnant women getting free natal checkups → 4th house holds covered under ITM → IHHH Sanitation, Schools Anganwadis having protocols to be followed.
3	Status of activities undertaken	Yes under below as per instruction manual
4	Visible impact of the Activities	Visible shown as meeting held institutional children.
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes uploaded.
6	How many activities of SDG have been covered under GDP	All Activities related with SDG included.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	ITM protect under construction, Health & Sanitation in one roomed private building.
8	Remarks of the Visiting Officer on the status SDG Theme	SDG easily adopted by the village are visible. Shown in full with collaboration of different departments & P. Panchayat.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A Demands/ Grievances addressed by the Administration		
1	All House hold Canal under JIM	
2	GPS Resey Mahalla building under construction.	
3	Individual beneficiary schools satisfied -	
4	High yield variety of seeds available.	
5	upgradation of road from Yarrow to Pehliya	
B Impact of B2V1 to B2V4		
1	CSC for DIST services established	
2	C/o Canal from Yarrow to Pehliya	
3	C/o Road from Mahalla to Pehliya	
4	development of 5000 of Springs	
5	Solar lights installed in G.P.	
C Challenges in the Panchayat		
1	Health Center functioning in single room Private building.	
2	Lack of accommodation in Mahalla High School	
3	Lack of Sports facility / playground in G.P.	
4	Freemant Power cuts and high flat rate for poor / rich	
5	Inner lanes are in dilapidated condition -	
D Suggestions if any		
1	C/o Building for High School link Pehliya.	
2	C/o Health Center at Pehliya.	
3	Inner lanes / Power to be developed	
4	Replacement of barbed wire and wooden poles in G.P.	
5	C/o Play ground for Youth / Sports activities.	

- Installation of Street lights in addition.
- Drinking facility in CSC be provided.
- C/o Create lands on walls at Yarrow and Pehliya for Protection of land.
- C/o Community Sanitary Angles at Pehliya and Yarrow.
- Rationalization of roads / inner lanes at Pehliya and Yarrow.
- Enhancement of two to three Anganwadi Centers.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Rural Development Department.
2	Agriculture.
3	Education.
2	LEAST RESPONSIVE DEPARTMENTS
1	Skill Development.
2	Integration and Handicraft Centre.
3	Soil Conservation.

II. FEEDBACK ON UT INITIATIVES

At initiate launching Transparency and Accountability form of
 last; Digital Service provided which replaced old and
 out dated physical files to e-office, PMAY/ SBM/ DM based
 etc. Structure, Golden Card Initiative, Panchayat are working
 clear and aware of all the information of the work of the updat-
 shown at h/p level.

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 attendance, frequent cuts in electricity unscheduled.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	↳ C/o of building of last; looks high school. ↳ C/o Health Center. ↳ Model village of Bhabhara. ↳ C/o of the Panchayat building.
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)	Overall visit remaining successful but people are not satisfied with the programmes, many demands of B2V1 to B2V4 are pending, all the demands should be fulfilled.
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 visiting officer Mr. Naveed Ahmed Shah stayed in the Panchayat for two days and conducted B2V5 successfully.

Signature of Sarpanch
Irshad Ahmad Khan
 Name of Sarpanch
 Block Noor Khan

Signature of the Visiting Officer

Name... **Naveed Ahmed Shah**