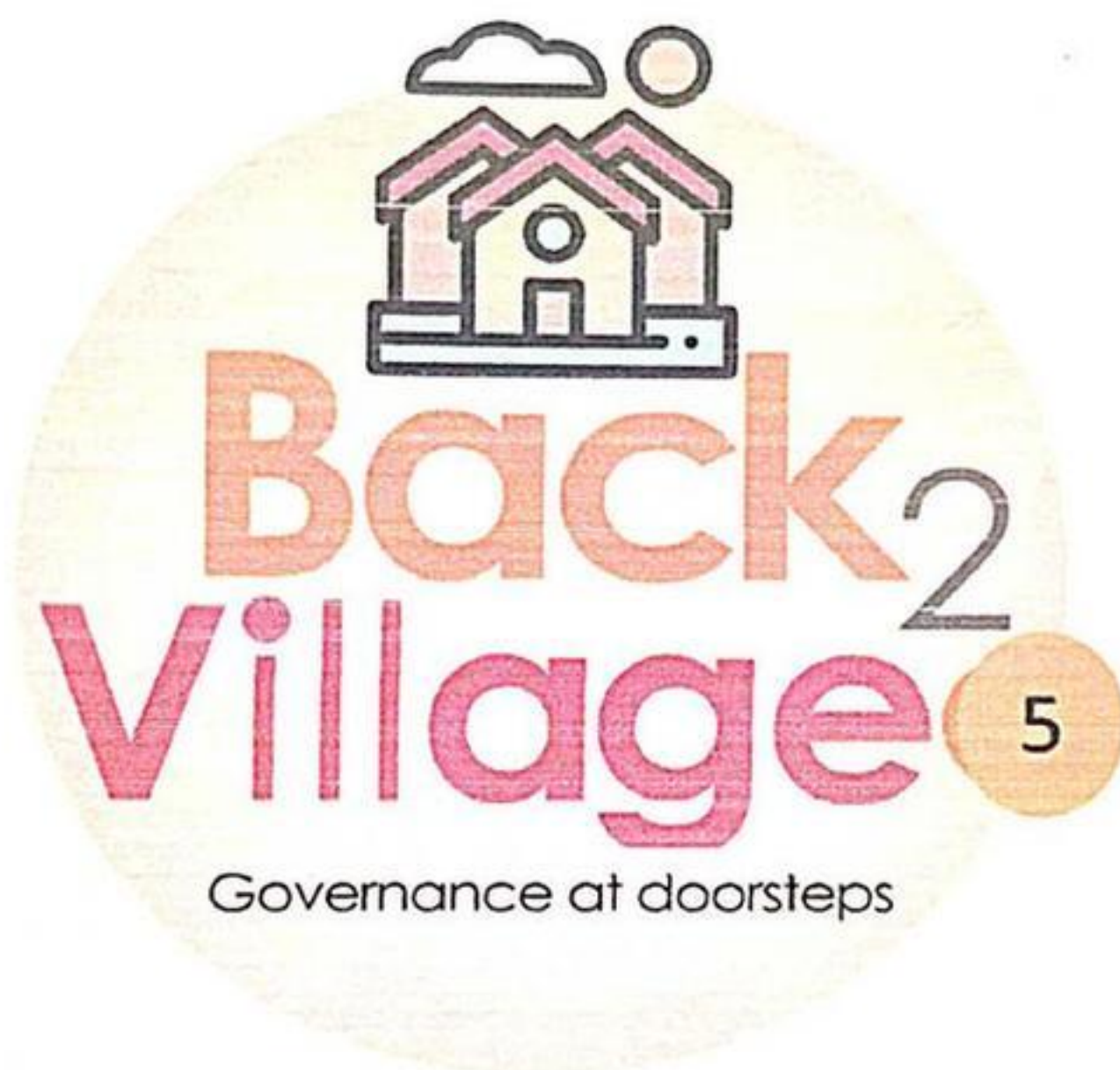


INSTRUCTION MANUAL FOR B2V5



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	Maqbool Hussain
2	Designation	Assistant Engineer (Electric)
3	Department	JPDCL / PDS
4	Place of posting	JPDCL Sub Division Mendhar.
5	Mobile No	9469187518
6	Email ID	maqboolhussain2497@gmail.com
7	Home District	Poonch
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	Gohlad Mustafa Nagar Lower
2	Local Government Directory(LGD) code of the Panchayat	289194
3	Name of CD Block	Mendhar
4	Name of Tehsil	Mendhar
5	Name of District	Poonch.

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01 (Gohlad)
2	No. of hamlets in the Panchayat	08
3	No. of households in the Panchayat	250
4	Population (approx) of the Panchayat	1890

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	Ajwar Hussain	JAEO	Present	
2	Education	Tariq Mahmood	Headmaster	- do -	
3	Food, Civil Supplies and Consumer Affairs	Asif Iqbal	Dealer	- do -	
4	Forest	Kasir Hussain Shah	Forester	- do -	
5	Health and Medical Education	Nazia Kouser Nazia Hussain	Asha worker FmPHW	- do -	
6	ICDS Department	Zahra Akter	AWW	- do -	
7	Irrigation and Flood Control Department				
8	Jal Shakti Department	Ateeq Ahmad	J.E	Present	
9	Power Development Department	Balvinder Sharma Aftab Ahmad	Lineman meter Reader	- do -	
10	Public Works Department	Shokit Ali	work Supervisor	- do -	
11	Revenue	Tahir Habib	Patwari	- do -	
12	Rural Development and Panchayat Raj	Atiq Khan	Pvt. Account Assistant	- do -	
13	Skill Development				
14	Social Welfare Department	Rabia Kouser	NYC	- do -	
15	Youth Services and Sports Department	Rita Devi	REK	- do -	
16	Others				
17	JKRLM	Shahzeen Akter	COT	- do -	
18	Animal Husbandary	Gulgas Hussain	SVP	- do -	
19	Sheep Husbandary	Mohd Suleman	Flock Sup.	- do -	
20	Horticulture	Rameez Anjum	HP-2	- do -	

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	Private Building			
	b) New/need 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)	Yes			
	VIII. Electricity (Y/N)	Yes			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	-	-	-	-
	b) Primary	01	32	03	Govt. Building
	c) Middle	01	23	06	Govt. Building
	d) High	-	-	-	-
	e) Higher Secondary	-	-	-	-
	f) College	-	-	-	-
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		05	110	5+5	Govt. Building
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. Building
		Nil	-	-	-
5	Bank branch (Y/N)	Nil			
6	Availability of ATM (Y/N)	Nil			
7	Khidmat center/ CSC (Y/N)	Nil			
8	Patwarkhana (Y/N)	Nil			
9	Village haat (Y/N)	Nil			
10	Playground (Y/N)	Nil			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01	100	Yes online	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
		06		Yes	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		01	W.No. 05	41P	-
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Panchayat has immense Tourism, Culture and heritage Potential.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Nil			
	ii. Number of Asset captured	- do -			
	iii. Please mention assets	- do -			
	1.	- do -			
	2.	- do -			
	3.	- do -			
	4.	- do -			
	5.	- do -			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		Mini Sechtrait Building	2014		
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 Department Welfare			
2	Widow pension	Social Department Welfare	49	49	
3	Disability pension	Social Department Welfare	19	19	
4	Status under Stunting Mukht	Social Department Welfare	10	10	
5	Status under wasting Mukht	Social Department Welfare	NIL	NIL	
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	NIL	NIL	
7	Digital Services provided	IT/ BDO/ CSC	09	09	
8	Dakh Kisan	Agriculture Department	-	-	
9	Kisan credit card	Agriculture Department	10	02	
10	PM Kisan Sammanidhi	Agriculture Department	70	22	one agent of Country
11	Employment Saturation (PMEGP, Tejaswani, Mumukshu, Mission Youth, Kimmayat, etc)	Employment Department	79	79	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	
13	JAM Implementation	Jal Shakti Department	-	-	
	I. No of Household provided FHTC		190	96	94 in Progress
	II. Har Ghar Jal village(s) certified (No.)		NIL	-	-
14	No of Households electrified	PDD	250	230	4/Progress
15	PMAY- Gramin	RDD& PR	36	26	4/Progress
16	SBM Gramin- IKHL Functional (Household toilets)	RDD& PR	125	15	Non-availability of Cards
17	ODF Plus villages (No)	RDD& PR	ODF Plus		
18	Targeted Sock pit completed	RDD& PR	100% Completed		Individual
19	JKRIM:	RDD& PR			
	I. Number of Self Help Groups formed		01	-	-
	II. Number of Households involved		40	10	4/Progress
20	Land Passbook Saturation	Revenue Department	100% Saturation		
21	Pending Mutations	Revenue Department	NIL	-	
22	Domicile Certificates	Revenue Department	100% Saturation		
23	Persons identified drug addicts	BDO/ Sarpanch	NIL		
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	09	09	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	NIL	-	
26	Golden Health Card under Ayushman Bharat	Health Department	3000	2100	Non-Availability of Another Card.
27	Janani Suraksha yojana	Health Department	33	10	
28	Status under Anaemia Mukht	Health Department	N.A.	-	
29	Status under Leprosy Mukht	Health Department	N.A.	-	
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	08	08	
31	Number of Ayushman Sabas held	Health Department	48	30	
32	Out of School Children brought to Schools	School Department Education	NIL	-	
33	Number of students still out of Schools	School Department Education	02	-	
34	Persons educated through bridge courses	School Department Education	NIL	-	
35	Household using clean cooking fuel (LPG)	FCS & CA	250	220	4/Progress

Note: The data/details reflected above is as per the information received from the frontline workers of concerned departments.

16/11/2023
V.O.

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)	Nil
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	Need one PHC at Panchayat level

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt Middle School mahalla khokran
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	4+2
4	Enrolment of the School a) Boys b) Girls	26 57
5	Availability of play ground	Nil
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'	Painting competitions, Debates, Plodge cleanliness drive
10	Other	-
11	Remarks of the Visiting Officer	Need repair of Govt Building Require Playground and Compound wall of School.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	W no 03 Gohlad-A
2	Number of children enrolled a) Boys : 12 b) Girls : 13	
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	working Satisfactory

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Gohlad Mustafa Nagar Lower
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Asif Rqbal
4	No of registered beneficiaries	100
5	No of beneficiaries drawing Ration from the store	100
6	Whether store is functioning through Aadhar biometric system	Yes, Aadhar biometric
7	Whether record/register maintained in the store	Yes online mode
8	Availability of ration	Abundant quantity
9	Any Other	
10	Remarks of the Visiting Officer	working Satisfactory. Required Govt. Building for store Delay in e. kyc of Family members due to mismatch in Aadhar Finger Prints.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	
2	No of Accounts in the branch	Nil
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	Urgent need of a kiosk centre and ATM facility.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	W.No.05 Gohlad Mustaf Nagar Lower.
2	Condition of Amrit Sarovar	Under Progress
3	Details of repair undertaken, if any	-
4	Utilization of Amrit Sarovar	-
5	Any Other	-
6	Remarks of the Visiting Officer	More such Amrit Sarovar need to be constructed

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	Urgent need of a Playground.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Nil
2	Government/ Private building	-
3	Land passbook saturation	-
4	Pending mutations	-
5	Any Other	-
6	Remarks of the Visiting Officer	If possible then need of separate Patwarkhana

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	Urgent need of a kidmat centre and ATM facility.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	W.No.05 Gohlad Mustaf Nagar Lower.
2	Condition of Amrit Sarovar	Under Progress
3	Details of repair undertaken, if any	-
4	Utilization of Amrit Sarovar	-
5	Any Other	-
6	Remarks of the Visiting Officer	More such Amrit Sarovar need to be constructed.

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	Urgent need of a Playground.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Nil.
2	Government/ Private building	-
3	Land passbook saturation	-
4	Pending mutations	-
5	Any Other	-
6	Remarks of the Visiting Officer	If possible then need of separate Patwarkhana.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	W. No. 07, Mahalla Khoidara
3	Status of the house (completed/ in-use/ under-construction)	Mohd Afzar
4	Any Other	Completed
5	Remarks of the Visiting Officer	-
		Last installment is Pending be. tender Process.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	W. No. 03 } Near Revenue Colony, " Near Forest office.
2	Name of the beneficiaries	30 HHs of W. No. 03
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	work is allotted to the contractor but not started yet.
4	Any Other	-
5	Remarks of the Visiting Officer	Need some more Soak Pits/ Compost Pits in the Pjt.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Nil
2	No of online services provided by the CSC	-
3	No of persons approached for services	-
4	Any Other	-
5	Remarks of the Visiting Officer	Need a Khidmatcentre/ CSC for the Panchayat.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Average (Need black Topping).
2	Transport	Sufficient (Need local Auto's).
3	Electricity	Require some Improvement.
4	Drinking water	Need some maintenance and Improvement.
5	Cleanliness	Yes, but include under Municipality.
6	Sports facility (Playground)	Urgent need of Playground.
7	Any Other	Urgent need of Pjt. char.

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	Debates
	2. Skits, Songs, Dramas	-
	3. Local Folk programme / Show	-
	4. Discussions with PRI and Senior citizens	Nasha Mukht Bharat, Corruption Free India
	5. Exhibitions	-
B	Sports Activities	
	1. Sports Event	Vally ball and Kho-kho
	2. Distribution of sports kit	-
C	Inaugurations (If any)	
	PMAY house	01
	Segregation Sheds	01
	Amrit Sarovar	01 (Inspected)
	JJM Assets	yes
	Compost/ Soak Pits	02
	PMGSY / MGNREGA works	05
	Any other	B2V and UP Capex completed
		-
D	Distribution of certificates	-
	Self Employment Schemes	-
	Land Pass books	100% Saturation already Achieved.
	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	Pladge on Nasha mukht Bharat, Corruption free India, Swachh Bharat Abhiyan, Awareness on Digital Services, on mumkin, NRLM Beams and other.

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean and Green village Socially Secured village.
2	Activities undertaken under the Theme (as per instruction manual)	cleaners drive / Programmes, Plantation drive, Nashe Mukht Bharat, Corruption Free India
3	Status of activities undertaken	Large number of People Participated.
4	Visible impact of the Activities	Positive Impact Seen in the area.
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	09 Completed 07 Under Progress.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	More awareness needed.
8	Remarks of the Visiting Officer on the status SDG Theme	People Took Part in all type of activities to make Panchayat Green, Socially Secure and Nashe Mukht.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

Particulars	Status
Demands/ Grievances addressed by the Administration	
1	9- Hand Pumps completed and 07 more under Progress.
2	up-gradation of Main Road to Gms Khokran Mahalla
3	one distribution X-mas up-graded at Dachal.
4	From 100kva to 250kva
5	

Impact of B2V1 to B2V4	
1	Positive Impact (As per allotments
2	of Funds, Some works are completed
3	and few are under Progress.
4	
5	

Challenges in the Panchayat	
1	Non-availability of Panchayat Ghar.
2	Non-availability of Primary Health Centre
3	Non-availability of Private Car Parking
4	Non-availability of Playground.
5	shortage of PHE Pipes, Electricity Poles and Link roads.

Suggestions if any	
1	Requirement of Link Road from Mahalla Bhandi to the House of Nazim No 05
2	Need of three more distribution X-mas
3	Require Link Road from Mahalla Ichai-Dham to Gms Mahalla Khokran
4	Require Link Road from Mohd Afsar House to Gms Mahalla Khokran
5	Need more to each ward

6. Require Link Road behind Dab Banglow via Sayedian Mahalla to Gms Khokran Mahalla.
07. Motorable bridge from Public High School to Hari-Nikatan Dachal.
08. Motorable bridge and Road from Middle School Khokran to Sangala Chowk.
09. Urgent need of Playground.

function

Hussain
0 days
2023

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	PDD
2	RDD
3	Health and Social welfare.
2	LEAST RESPONSIVE DEPARTMENTS
1	Skill Development Department.
2	Jal Shakti Department.
3	RBC(PWD)

II. FEEDBACK ON UT INITIATIVES

1. Satisfactory Feedback as per the Transparency of Services is received from the Stakeholders and PRHS Members.
2. Various Schemes like PMAY, MGNREGA are implemented on ground.

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	There is non-availability of Internal Link Roads, PHE Pipes and Electricity poles require in different wards.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	• Playground required. • PHE required. • Sewing loss tank at Mohale Khodam is not functioning
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)	Need to Improve Education Sector/ Enrollment in Govt Schools. All departments served as Normal/ Satisfactory.
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 (Maybool Hussain) visited the Panchayat and stayed for two days in the Panchayat w.e.f. 15th + 16th November 2023 upto 6.30pm.

Signature of Sarpanch

Name... Fazia Shabana

Signature of the Visiting Officer

Name... Maybool Hussain
Asst. & Engineer
(Electric)