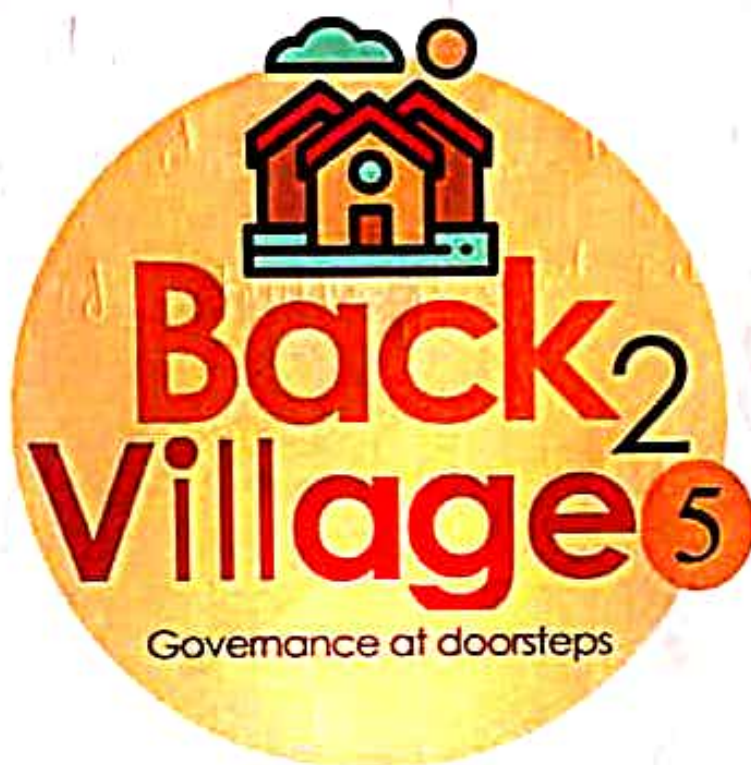


INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

Block Bhalwal Panchayat Ghaink

Name of Visiting Officer Dr. Ashok Kumar Designation Assistant Professor

DISTRICT ADMINISTRATION JAMMU

QUESTIONNAIRE FOR B2V5

Schedule-I (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Dr. Ashok Kumar
2	Designation	Assistant Professor
3	Department	Higher Education Department
4	Place of posting	G.C.W. Gandhi Nagar, Jammu
5	Mobile No	9596940306
6	Email ID	ashokbch88@gmail.com
7	Home District	Samba
8	Dates of visit	14 + 15 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	Ghaink
2	Local Government Directory(LGD) code of the Panchayat	240519
3	Name of CD Block	Bhalwal
4	Name of Tehsil	Bhalwal
5	Name of District	Jammu

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	1 (one) Ghaink
2	No. of hamlets in the Panchayat	21 (Twenty one)
3	No. of households in the Panchayat	550
4	Population (approx) of the Panchayat	3008

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	Pooja Rani		Present	
2	Education	Jagtar Singh	Teacher	Present	
3	Food, Civil Supplies and Consumer Affairs	Booth Raj Ravi Kumar	Dealer	Present	
4	Forest	Kulkarini Singh	Forester	Present	
5	Health and Medical Education	Satvir Kaur	FMPHW	Present	
6	ICDS Department	Tooshi Devi	A.W.W.	Present	
7	Irrigation and Flood Control Department	Sangeet Singh	A.E.E	Present	
8	Jal Shakti Department	Sahil Salgotra	J.E	Present	
9	Power Development Department	Preetam Chel Rajay Chagotra		Present	
10	Public Works Department	Kanav Mahajan	AE	Present	
11	Revenue	Tarunjeet Singh	Patwari	Present	
12	Rural Development and Panchayat Raj	Vishal Kapoor Reena Bagal	PAA GRS	Present Present	
13	Skill Development				
14	Social Welfare Department	Kunal Gupta	Supervisor	Present	
15	Youth Services and Sports Department	Muneshwar Jangal	PET	Present	
16	Others Riddhi Devi	Rita Devi		Present	
17	Sheep Husbandry	Meena Kishi	ASM	Present	
18	Horticulture	Sanjay Khajuria	HDO	Present	
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	Govt. Building			
	b) New/need repairs	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)	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	No			
	b) Primary	4	99	Nil	Govt. Building
	c) Middle	1	21	Nil	Govt. Building
	d) High	0			
	e) Higher Secondary	0			
	f) College	0			
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		7	125	2	3 in Govt building & 4 in Pgt Building
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		NA	NA	NA	NA
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	
		2	2412	2412	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		7	All Functional		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		2	Sajwal & Gharaink	one completed one under process	Yes
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	N.A			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	No			
	ii. Number of Asset captured	Nil			
	iii. Please mention assets				
	1.				
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings- names, Year of construction	Name	Year of construction		
		OBC Guest House & Patwarkhana	2013-14		
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	124	124	1
2	Widow pension	Social Department Welfare	14	14	
3	Disability pension	Social Department Welfare	09	09	
4	Status under Stunting Mukht	Social Department Welfare	NIL		
5	Status under wasting Mukht	Social Department Welfare	NIL		
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	2	1	
7	Digital Services provided	IT/ BDO/ CSC			
8	Daksh Kisan	Agriculture Department	254	102	In Proch
9	Kisan credit card	Agriculture Department	254	132	In Proch
10	PM Kisan Sammanidhi	Agriculture Department	394	254	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmat, etc)	Employment Department	-	-	Not present
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	
13	JIM Implementation	Jal Shakti Department			
	I. No of Household provided FHTC		450	400	
	II. Har Ghar Jal village(s) certified (No.)				
14	No of Households electrified	PDD	450	440	
15	PMAY- Gramin	RDD& PR	17	17	
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	34	34	
17	ODF Plus villages (No)	RDD& PR	No		
18	Targeted Sock pit completed	RDD& PR	85	85	
19	JKRLM:	RDD& PR			
	I. Number of Self Help Groups formed		20		
	II. Number of Households involved		200		
20	Land Passbook Saturation	Revenue Department	1000	1000	
21	Pending Mutations	Revenue Department	0		
22	Domicile Certificates	Revenue Department	1800	1720	
23	Persons identified drug addicts	BDO/ Sarpanch	0	0	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	NIL	NIL	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	0	0	
26	Golden Health Card under Ayushman Bharat	Health Department	2187	1921	Pending-258
27	Janani suraksha yojana	Health Department	8	8	
28	Status under Anaemia Mukht	Health Department	2191	2131	
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	4	4	
31	Number of Ayushman Sabas held	Health Department	1	1	
32	Out of School Children brought to Schools	School Department Education	2		
33	Number of students still out of Schools	School Department Education	0		
34	Persons educated through bridge courses	School Department Education	0		
35	Household using clean cooking fuel (LPG)	FCS & CA	450	400	

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	NIL
	a) Doctor	
	b) Paramedical	NIL
4	No of patients attended during the month	
5	Status of medicine availability	NIL
6	Special medical camp held, if any	NIL
7	Status of Immunization	Yes, held by Indian Army
8	Participation of health worker in Village Health and Nutrition Day	Completed
9	Institutional deliveries in Panchayat (Current Year)	Yes, four in a month 7
10	Non- Institutional deliveries in Panchayat (Current Year)	0
11	Other	
12	Remarks of the Visiting Officer	organization of Monthly medical camps in the panchayat is required.

II. Education Institutions:

S. No	Particulars	(05)	Status
1	Name of Education Institutions	Govt. Middle school, Nadwal, 04.	Primary schools, 01 school cluster
2	Type of building (Govt./ Private)	Govt.	
3	Availability of Staff as per sanctioned strength	Yes	
4	Enrolment of the School	57	Total 113
	a) Boys	56	
	b) Girls		
5	Availability of play ground	only in one school G.P.S. kley	
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 (cleanliness plantation drive drug-deaddiction, Diwali celebration etc)	
10	Other		
11	Remarks of the Visiting Officer	Requirement of one sport teacher in middle school, underground water tanks with handpumps for all schools and play grounds. Dismantle of unsafe building of Primary school of Ghaule!	

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	07 Sajwal, Ghaink, Nadwal, Sanghai, Klor, Kley + Bage
2	Number of children enrolled a) Boys b) Girls	73 Total = 125 52
3	Status of Building (Private/ Govt.)	03 Govt. Building + 04 Private
4	Availability of Helper/ worker	07 Helper + 07 Workers
5	Maintenance of record of children	Yes
6	Availability of sufficient ration	Yes
7	Availability of timely Ration	Yes
8	Availability of Functional toilet	02 centers require functional toilet
9	Availability of tap connection	02 Centers without water
10	Availability of electricity connection	03 center are without electricity
11	Number of children stunted	Nil
12	Number of children wasted	Nil
13	Any Other	
14	Remarks of the Visiting Officer	Tap connection, electricity connection and functional toilet needed in 02 centers. Further 02 more centers required for Ward No. 6 and 7.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	02 Ghaink and Nadwal
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Booth Raj - Nadwal, Ravi Kumar - Ghaink
4	No of registered beneficiaries	Nadwal - 888, Ghaink = 1524
5	No of beneficiaries drawing Ration from the store	Total = 2412
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	Stores working satisfactorily through Aadhar biometric system

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	NIL
4	No of cases sanctioned under various self-employment schemes	NIL
5	No of cases in whose favour loan has been disbursed under various self-employment schemes	NIL
6	Availability of ATM	No
7	Any Other	
8	Remarks of the Visiting Officer	No official Present in the meeting. Requirement of 01 ATM in the Panchayat.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Sajwal and Ghaibate (Maderna)
2	Condition of Amrit Sarovar	Good
3	Details of repair undertaken, if any	Beautification of Ghaibate Pond and Repair of inlet and outlet channel + Constn. of Tile work
4	Utilization of Amrit Sarovar	Yes
5	Any Other	
6	Remarks of the Visiting Officer	

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	No playground
2	Condition of Playground	-
3	Utilization of Playground	-
4	Any Other	-
5	Remarks of the Visiting Officer	Requirement of one playground in the Panchayat

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	NIL
2	Government/ Private building	Under construction
3	Land passbook saturation	100% Saturation 1000 No.
4	Pending mutations	NIL
5	Any Other	
6	Remarks of the Visiting Officer	Satisfactory, People can access Land passbook digitally.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Panchayat Gehaink
2	Name of the beneficiary	
3	Status of the house (completed/ in-use/ under-construction)	07 completed and 20 under construction
4	Any Other	
5	Remarks of the Visiting Officer	Satisfactory

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Gehaink
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ In-use/ under-construction)	Compost Pit Individual = 10 Soak pits Individual = 85 community Compost pit = 3 community Soak pit = 1
4	Any Other	
5	Remarks of the Visiting Officer	Satisfactory and are under use.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	NIL
2	No of online services provided by the CSC	NIL
3	No of persons approached for services	NIL
4	Any Other	
5	Remarks of the Visiting Officer	Requirement of one Khidmat Centre/ CSC

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Good, well connected
2	Transport	Private Transport facility
3	Electricity	Good
4	Drinking water	Facing severe crisis of drinking water
5	Cleanliness	Satisfactory
6	Sports facility (Playground)	No playground
7	Any Other	Requirement of PHC, ATM, playground Library and Tubewell in the Panchayat.

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	yes
	4. Discussions with PRI and Senior citizens	yes
B	5. Exhibitions	no
	Sports Activities	yes
	1. Sports Event	yes
	2. Distribution of sports kit	no
	Inaugurations (If any)	no
C	PMAY house	
	Segregation Sheds	yes, visited
	Amrit Sarovar	yes, visited
	JJM Assets	yes, visited
	Compost/ Soak Pits	yes, visited
D	PMGSY / MGNREGA works	yes, visited
	Any other	yes, visited
	Distribution of certificates	
	Self Employment Schemes	no
	Land Pass books	yes
E	Any other	
	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	yes, Digital Service Corruption free, nasha mukt

QUESTIONNAIRE FOR B2V5

Schedule-VI (SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Poverty Free & Enhanced Livelihood Village
2	Activities undertaken under the Theme (as per instruction manual)	Preparation of Job Card Inclusion of name in PMAY list Encourage youths for Self-Employment etc.
3	Status of activities undertaken	Work is in Progress
4	Visible impact of the Activities	Work provided to Job Card holders under MGNREGS.
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	GPDP prepared and uploaded
6	How many activities of SDG have been covered under GPDP	more than 20
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Financial Constraints
8	Remarks of the Visiting Officer on the status SDG Theme	Panchayat is progressing towards Poverty free and enhanced livelihood with the implementation of various schemes of UT Administration

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Installation of two Double Electro mechanical water	Pumping system
2	Const. H. of Sewage & Compost Pit.	at W.No. 2 & 3
3	Const. of Inlet Outlet drain & footpath	at Anant Sarni
4	Installation of two Transformers at W.No. 1 & 7.	
5	Const. of two water tanks having capacity 10000 gallons & 20000 gallon	
B	Impact of B2V1 to B2V4	
1	Const. of Lane & Protection work at W.No. 2	
2	Const. of Drain & Tractor Road at W.No. 1	
3	Installation of two Double electro mechanical	water Pumping
4		system at W.No. 2 & 3.
5		
C	Challenges in the Panchayat	
1	Shortage of Drinking water facilities	Requirement of
2	No Public Health Centre / Sub Centre in Panchayat	one tube well
3	No ATM, Playground and Library.	
4	Need Repair / Construction of Roads for better Connect	with
5	Need Repair of Panchayat Building.	
D	Suggestions if any	
1	Requirement of Tubewell to meet genuine & long pending demand	
2	Establishment of PHC and Library in the Panchayat	
3	Requirement of ATM, Playground in the Panchayat and sport fields	
4	Dismantle of unsafe school building at Primary school Ghank	
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Rural Development Department.
2	Education
3	Agriculture
2	LEAST RESPONSIVE DEPARTMENTS
1	Cooperative Department
2	Banking Sector
3	Employment Department

ii. FEEDBACK ON UT INITIATIVES

All Govt. Departments are working efficiently to aware the general public about different schemes of the UT. People seems to be happy and satisfied with developmental work and implementation of various schemes of UT such as PMAY, MGNREGA, Amrit Sarovars, Aapki Zamin Aapki Nigroni, Digital Jdk, JSM, Compost/Soak pits, KCC, SHC and Golden Health cards.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Requirement of one Tubewell, as people are facing severe crisis for drinking water. Tubewell sanctioned under JSM but work is not started.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	1) Tubewell to meet genuine & long pending demand. 2) Primary health centre 3) Playground and Library 4) Renovation of building of Panchayat Ghar.
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)	People actively participated in B2V5. It is suggested to start the work of tubewell immediately to meet the genuine demand. Establishment of PHC, ATM, playground and library is also need of the people of Panchayat.
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	It is certified that Dr. Ashok Kumar Assistant Professor, visiting officer of Ghanta Panchayat stayed in the Panchayat for 2 days on 14th & 15th Nov 2023

Signature of Sarpanch

Name Shiv Dev Singh

Signature of the Visiting Officer

Name Dr. Ashok Kumar
Assistant Professor
G. V. G. andhra Pradesh