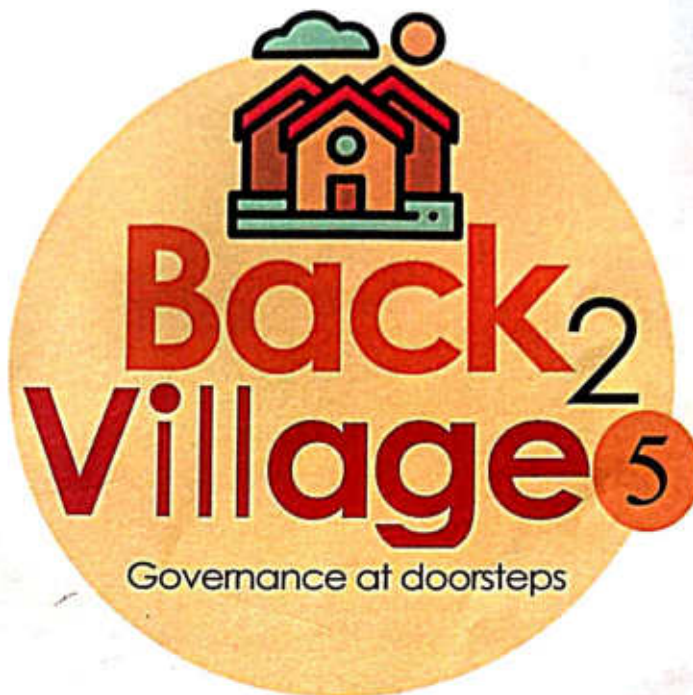


INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER, 2023.

Block Parguwal Panchayat Bhatalwal Mulla
Name of Visiting Officer Dr. BRAJ Dev. Sehgal Designation ASSOCIATE 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. BRAJ DEV SENGAL
2	Designation	ASSOCIATE PROFESSOR
3	Department	Dept. of Higher Education
4	Place of posting	GCW Gandhi Nagar
5	Mobile No	94191-87441
6	Email ID	bdbdsehgah@gmail.com
7	Home District	Jammu
8	Dates of visit	14 th & 15 th 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	Balwal Mullo.
2	Local Government Directory(LGD) code of the Panchayat	240611/2215
3	Name of CD Block	Pargwal.
4	Name of Tehsil	- do -
5	Name of District	Jammu

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	5 (Five)
2	No. of hamlets in the Panchayat	9 (Nine)
3	No. of households in the Panchayat	830
4	Population (approx) of the Panchayat	3450

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	Rajinder Singh	I/C AEO	Present	9086088871
2	Education	Kuldeep Singh	Stance Keeper	Block	9622224714
3	Food, Civil Supplies and Consumer Affairs	S. F.	Hanigata	H.S.	7051310776
4	Forest (Social Forestry)	Neetu Bhatt	A/w/p/w	Present	9596686625
5	Health and Medical Education	Balbir Kumar	Katwari	Present	9506152258
6	ICDS Department	Sudhakar S.M.	Banhatti	Present	9596151320
7	Irrigation and Flood Control Department	Sandeep Singh	P.H.E	Present	9419208992
8	Jal Shakti Department	Balbir Singh	Tech. III	Present	9906173762
9	Power Development Department	Sarwan Singh	Katwari	Present	9797408411
10	Public Works Department	Hastar Singh	Block	Present	9622393156
11	Revenue	Nirmal Sharma	M.T.S. Sub	Present	9596301924
12	Rural Development and Panchayat Raj	Dr. Abir (Pain)	V.A.S.	Present	9622393156
13	Skill Development	Vikas Kumar	Asst. Manager	Present	9596301924
14	Social Welfare Department	Sarwan Guttal	Asst. Manager	Present	9622393156
15	Youth Services and Sports Department	Sham Lal	H.L.O.	Present	9906501801
16	Others	Narain Gauri	H.T.I.	Present	9797500902
17	Animal Husbandry	Abhishek Sankhuy	Block	Present	6005931820
18	JK Bank	Arjun Sharma	(R.D.D.)	Present	
19	JK Gramin Bank				
20	Sheep Husbandry				

Handicraft
Agriculture Industries and Commerce Department
Pvt. Secty
Arjun Sharma (R.D.D.)

QUESTIONNAIRE FOR B2V5

Schedule-II (FIRST HAND INFORMATION ON INFRASTRUCTURE - PANCHAYAT ASSET REGISTER AND ITS UTILIZATION)

1	Infrastructure of Panchayat Ghar	Yes (But occupied)			
	a) Govt building/private	Govt			
	b) New/need repairs				
	II. Furniture (Y/N)	Y			
	III. Computer/printer (Y/N)	nil			
	IV. Internet (Y/N)	nil			
	V. Telephone (Y/N)	nil			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	nil			
	VII. Water (Y/N)	nil			
	VIII. Electricity (Y/N)	nil			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building / Private Building
	a) Kindergarten	nil			
	b) Primary	01	35		Govt
	c) Middle	05	180		Govt
	d) High	01	43		Govt
	e) Higher Secondary	nil	nil	-	
	f) College	nil	nil	-	
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building / Private Building
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
5	Bank branch (Y/N)	Y			
6	Availability of ATM (Y/N)	Y			
7	Khidmat center/ CSC (Y/N)	Y			
8	Patwarkhana (Y/N)	No			
9	Village haat (Y/N)	No			
10	Playground (Y/N)	Y			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		01	385	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	-			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Yes			
	ii. Number of Asset captured	01			
	iii. Please mention assets	Panchayat Ghar			
	1.				
	2.				
	3.				
	4.				
	5.				
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				
2	Widowpension	Social Welfare Department	198	190	8
3	Disabilitypension	Social Welfare Department	29	29	-
4	Status under Stunting Mukht	Social Welfare Department	2	2	-
5	Status under wasting Mukht	Social Welfare Department	-	-	-
6	Equipment's provided to Specially abled persons(implants, tricycles etc)	Social Welfare Department	-	-	-
7	Digital Services provided	Social Welfare Department	-	-	-
8	Daksh Kisan	IT/ BDO/ CSC	-	-	-
9	Kisan credit card	Agriculture Department	30	05	25
10	PM KisanSammannidhi	Agriculture Department	526	498	28
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department	526	172	354
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	-
13	JJM Implementation	Jal Shakti Department	-	-	-
	i. No of Household provided FHTC		78	78	-
	ii. Har Ghar Jal village(s) certified (No.)				
14	No of Households electrified				
15	PMAY- Gramin	PDD	382	382	-
16	SBMGrain- IHHL functional (Household toilets)	RDD& PR	42	42	-
17	ODF Plus villages (No)	RDD& PR	12	12	-
18	Targeted Sock pit completed	RDD& PR	All	All	-
19	JKRLM:	RDD& PR	12(5+7)	6=5, 8=5	-
	i. Number of Self Help Groups formed		27	25	02
	ii. Number of Households involved		260	255	18
20	Land Passbook Saturation	Revenue Department	657		
21	Pending Mutations	Revenue Department			
22	Domicile Certificates	Revenue Department			
23	Persons identified drug addicts	BDO/ Sarpanch	All		
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	nil		
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	4-eb		
26	Golden Health Card under Ayushman Bharat	Health Department	-		
27	Janani suraksha yojana	Health Department		385	
28	Status under Anaemia Mukht	Health Department		12	
29	Status under Leprosy Mukht	Health Department	-		
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department		02	
31	Number of AyushmanSabas held	Health Department		01	
32	Out of School Children brought to Schools	School Education Department	4-eb	01	
33	Number of students still out of Schools	School Education Department	-	-	
34	Persons educated through bridge courses	School Education Department	-	-	
35	Household using clean cooking fuel (LPG)	FCS & CA	-	-	
			All	All	

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)	Dispensary Private
3	Availability of Staff a) Doctor b) Paramedical	01 Doctor, No 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	

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Middle School-5, Primary 01, Hr. Sec. school
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	Less than required.
4	Enrolment of the School (Total) a) Boys - b) Girls -	
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'	Yes.
10	Other	
11	Remarks of the Visiting Officer	Need more staff, buildings need repair, Toilet facilities need improvement

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	Bhalwal Bhuber
2	Number of children enrolled a) Boys b) Girls	17 16
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	-
12	Number of children wasted	-
13	Any Other	-
14	Remarks of the Visiting Officer	-

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Yes
2	Government / Private	Government.
3	Name of the dealer (in case of Private)	One.
4	No of registered beneficiaries	600-700.
5	No of beneficiaries drawing Ration from the store	600.
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	Need each CAPD depot in each Panchayat. Three Panchayat have same depot total beneficiaries = 2400

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Bank.
2	No of Accounts in the branch	12800.
3	No of persons applied under various self-employment schemes	KCC + 600. (Crop-200 Annual Husbandry-150)
4	No of cases sanctioned under various self-employment schemes	600.
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	600.
6	Availability of ATM	No.
7	Any Other	
8	Remarks of the Visiting Officer	Extension Counter be set up in each Panchayat.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Nil
2	Condition of Amrit Sarovar	Nil
3	Details of repair undertaken, if any	Nil
4	Utilization of Amrit Sarovar	Nil.
5	Any Other	-
6	Remarks of the Visiting Officer	The area has sufficient water. All households have Bore Wells.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Approachable
2	Condition of Playground	ok.
3	Utilization of Playground	ok.
4	Any Other	
5	Remarks of the Visiting Officer	Youth need to encouraged, through local events for wider participation. Youth Services (Sports) department to involve themselves

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Yes
2	Government/ Private building	Govt.
3	Land passbook saturation	Yes 100%
4	Pending mutations	Nil.
5	Any Other	
6	Remarks of the Visiting Officer	There are issues of wrong names & other technical variations.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	22 nos this year
3	Status of the house (completed/ in-use/ under-construction)	Kuldeep D. J. / Some have been Completed.
4	Any Other	
5	Remarks of the Visiting Officer	Many deserving beneficiaries left out from the Survey - they need to be uploaded on PMAY houses.

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	
2	Name of the beneficiaries	Yes.
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Indesh Kumar / Completed
4	Any Other	
5	Remarks of the Visiting Officer	Best in use

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	N/A in Panchayat
2	No of online services provided by the CSC	As - N/A -
3	No of persons approached for services	- N/A -
4	Any Other	
5	Remarks of the Visiting Officer	CSC available at Tehsil Pargwal only.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Quite good.
2	Transport	Public Transportation
3	Electricity	Yes.
4	Drinking water	Yes
5	Cleanliness	Needs improvement
6	Sports facility (Playground)	Yes
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	Yes
	2. Skits, Songs, Dramas	Yes
	3. Local Folk programme / Show	nil
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	Yes
B	Sports Activities	
	1. Sports Event	Yes
	2. Distribution of sports kit	nil
C	Inaugurations (If any)	
	PMAY house	Yes
	Segregation Sheds	no
	Amrit Sarovar	no
	JJM Assets	nil
	Compost/ Soak Pits	Yes
	PMGSY / MGNREGA works	Yes
	Any other	Yes
D	Distribution of certificates	
	Self Employment Schemes	Yes
	Land Pass books	Yes
	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	Yes

QUESTIONNAIRE FOR B2V5

Schedule-VI (SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Yes
2	Activities undertaken under the Theme (as per instruction manual)	clean and Green
3	Status of activities undertaken	Good
4	Visible impact of the Activities	Good
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	01
7	Bottlenecks, if any, faced in the achievement of SDG Theme	
8	Remarks of the Visiting Officer on the status SDG Theme	Need to improve & focus on other activities

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Construction of U/D, Sewage pit, Compost pit, play ground	RDD
2	Gym	RDD
3	43 PMAY-G Cables Sanctions current year.	RDD
4	12 Cables IHL Cables (SBM)	RDD
5	installed Dual Pin	RDD
B	Impact of B2V1 to B2V4	
1	Awareness about Govt Schemes like cleanliness	
2	MGNREGA, SBM, JPM, Pensioner Scheme etc	
3	PM Kisan Samiksha Yojana	
4	Road Constructed	
5	Solar light installed.	
C	Challenges in the Panchayat	
1	Road Repair	
2	Canal/ Drain Constructed / Repair	
3	Demand for Sewing machine	
4	Requirement for Big hand pump	
5	installed water tubewell and water pipes	
D	Suggestions if any	
1	All department may Cooperate with Panchayat	
2		
3		
4		
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RPD
2	PHE
3	PDD
2	LEAST RESPONSIVE DEPARTMENTS
1	Revenue
2	-
3	-

ii. FEEDBACK ON UT INITIATIVES

Participating & people centric initiatives are being taken by creating involvement or inclusive development.

iii. GENERAL ASSESSMENT OF THE VISTING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Allocation of State land to Owners of land
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	1. Transformer and changing of electric wires 2. Also replace Transformer and domestic meters 3. Requirement of water tubewell & pipes for PPT 4. Requirement of Prominent staff for dispensing 5. Const. of Bathing Ghat & Crematorium ground.
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)	Shifting of Canal head as there is shortage of irrigation water faced by the farmer of Pongwal Area.
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	Yes.

(Sarpanch)
Panchayat Halqa
Signature of Sarpanch

Name Shweta Kanta

Signature of the Visiting Officer

Name Dr B.D. SEHGA