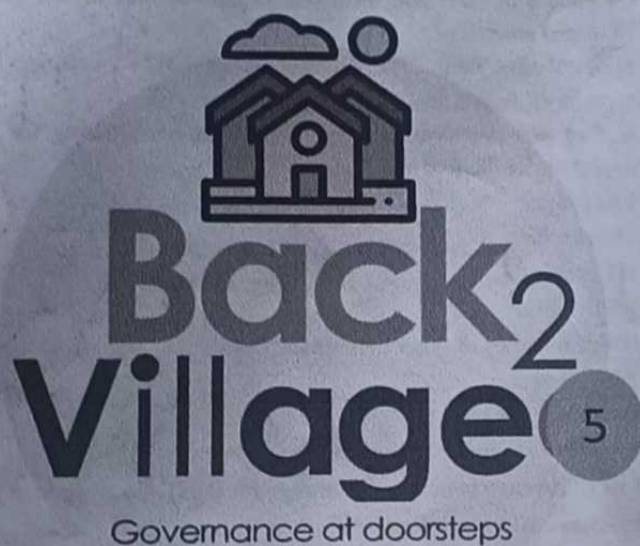


# INSTRUCTION MANUAL FOR B2V5



7<sup>th</sup> to 16<sup>th</sup> 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	SUHEEL AHMAD DAR
2	Designation	LECTURER
3	Department	EDUCATION
4	Place of posting	BHSS HAFROO BATAPORA
5	Mobile No	9596281184
6	Email ID	Suhailshafiro@gmail.com
7	Home District	BUDGAM
8	Dates of visit	13-11-2023 and 14-11-2023

### 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	WATAKULOO
2	Local Government Directory(LGD) code of the Panchayat	241417
3	Name of CD Block	NAGAM
4	Name of Tehsil	CHADODRA
5	Name of District	BUDGAM

### 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	594
4	Population (approx) of the Panchayat	4530

## 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	IMTIYAZ ALI	JAO	Present	
2	Education	Gh. NABI WANI	TEACHER	Present	
3	Food, Civil Supplies and Consumer Affairs	MOHAMMAD SHAKEEL	STOREKEEPER	Present	
4	Forest	MOHAMMAD AMIN	FORESTER	Present	
5	Health and Medical Education	Dr. SHAISTA	DOCTOR	Present	
6	ICDS Department	GULSHAN ARA	WORKER	Present	
7	Irrigation and Flood Control Department	Gh. RASOOL DAR	WATCH AND WARD	Present	
8	Jal Shakti Department	Gh. HASSAN	ASSISTANT LINEMAN	Present	
9	Power Development Department	FAROOQ AHMAD	TECHNICIAN	Present	
10	Public Works Department	AB. HAMEED NENGROO	HELPER	Present	
11	Revenue	FAROOQ AHMAD	PATHWARI	Present	
12	Rural Development and Panchayat Raj	MANZOOR AHMAD	SECRETARY PANCHAYAT	Present	
13	Skill Development	NA	NA	NA	
14	Social Welfare Department	MOHD. IQBAL	SOCIAL WORKER	Present	
15	Youth Services and Sports Department	REYAZ AHMAD	NYC	Present	
16	Others				
17	ANIMAL HUSBANDRY	MOHD. ISMAIL	SVP	Present	
18	J&K BANK	OWAIS YASEEN	MANAGER	Present	
19	SOIL CONSERVATION	MANZOOR AHMAD	FOREST GUARD	Present	
20	NRLM	SHABNUM	CLUSTER COORDINATOR	Present	

# QUESTIONNAIRE FOR B2V5

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

1	Infrastructure of Panchayat Ghar				
	a) Govtbuilding/private	GOVT.			
	b) New/need repairs	REPAIRING NEEDED			
	II. Furniture(Y/N)	NO			
	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)	NO			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building / Private Building
	a) Kindergarten	-	-	-	-
	b) Primary	06	149	03	Yes
	c) Middle	02	197	02	Yes
	d) High	01	103	05	Yes
	e) Higher Secondary	-	-	-	-
	f) College	-	-	-	-
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building / Private Building
		06	260	-	Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		0	01	01	0
5	Bankbranch(Y/N)	NO	-	-	-
6	Availability of ATM (Y/N)	NO	-	-	-
7	Khidmatcenter/ CSC (Y/N)	YES	-	-	-
8	Patwarkhana(Y/N)	NO	-	-	-
9	Village haat (Y/N)	NO	-	-	-
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	
		02	520	520	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		05	05		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		NA	NA	NA	NA
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	-			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	NO YES			
	ii. Number of Asset captured	-			
	iii. Please mention assets	1. <del>Druck Press</del> 2. <del>Druck House</del> 3. <del>PRE House</del> 4. <del>Shed</del> 5. <del>Veranda</del>			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		PHC	204		
17	List of Underutilized Buildings- names	Name	-		

## 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	126	126	-
2	Widowpension	Social Department Welfare	14	14	-
3	Disabilitypension	Social Department Welfare	16	16	-
4	Status under Stunting Mukht	Social Department Welfare	NA	NA	-
5	Status under wasting Mukht	Social Department Welfare	NA	NA	-
6	Equipment's provided to Specially abled persons( implants, tricycles etc)	Social Department Welfare	12	02	10% provided soon
7	Digital Services provided	IT/ BDO/ CSC	270 WHOLE POPULATION	270 WHOLE POPULATION	-
8	Daksh Kisan	Agriculture Department	35	25	Portal not working
9	Kisan credit card	Agriculture Department	423	410	Documents Pending
10	PM KisanSammannidhi	Agriculture Department	423	423	-
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himmayat, etc)	Employment Department	NA	NA	NA
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	NA	NA	NA
13	JJM Implementation	Jai Shakti Department			
	i. No of Household provided FHTC		450	450	-
	ii. Har Ghar Jal village(s) certified (No.)		NA	NA	NA
14	No of Households electrified	PDD	450	440	Need wires from PDD
15	PMAY- Gramin	RDD& PR	02	02	-
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	15	15	-
17	ODF Plus villages (No)	RDD& PR	NA	NA	NA
18	Targeted Sock pit completed	RDD& PR	15	15	-
19	JKRLM:	RDD& PR	30	20	-
	i. Number of Self Help Groups formed		-	-	-
	ii. Number of Households involved		350	210	-
20	Land Passbook Saturation	Revenue Department	100% Electronically		
21	Pending Mutations	Revenue Department	Routine work		
22	Domicile Certificates	Revenue Department	Routine work.		
23	Persons Identified drug addicts	BDO/ Sarpanch	NA	NA	NA
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	YES	YES	NA
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	NA	NA	NA
26	Golden Health Card under Ayushman Bharat	Health Department	3100	3100	-
27	Janani suraksha yojana	Health Department	34	34	-
28	Status under Anaemia Mukht	Health Department	01	01	-
29	Status under Leprosy Mukht	Health Department	Nil	Nil	Nil
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	15	15	-
31	Number of AyushmanSabas held	Health Department	07	07	-
32	Out of School Children brought to Schools	School Department Education	NA	NA	NA
33	Number of students still out of Schools	School Department Education	NA	NA	NA
34	Persons educated through bridge courses	School Department Education	NA	NA	NA
35	Household using clean cooking fuel (LPG)	FCS & CA	NA	NA	NA

# QUESTIONNAIRE FOR B2V5

Schedule-IV  
(FIELD VISITS IN THE PANCHAYAT)

## I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	01
2	Type of building (Govt./ Private)	Private
3	Availability of Staff a) Doctor b) Paramedical	02 05
4	No of patients attended during the month	400
5	Status of medicine availability	Average
6	Special medical camp held, if any	02
7	Status of Immunization	Two Sessions Monthly
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	NA
10	Non- Institutional deliveries in Panchayat (Current Year)	NA
11	Other	-
12	Remarks of the Visiting Officer	(Insufficient staff) Dental chair needs to be provided

## II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	08 No.
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	NO.
4	Enrolment of the School a) Boys b) Girls	276 270
5	Availability of play ground	Yes
6	Availability of drinking water	Yes
7	Availability of electricity	Yes (Except Bajpalluri)
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	Yes
10	Other	-
11	Remarks of the Visiting Officer	Requirement of Boundary wall at High School Watakuloo and MS Bajpalluri.

### III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	00
2	Number of children enrolled a) Boys b) Girls	122 130
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	NA
12	Number of children wasted	NA
13	Any Other	
14	Remarks of the Visiting Officer	The furniture of AWC's is not sufficient. Requirement of AWC in ward-7 watakuloo

### IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	within GP
2	Government / Private	Govt.
3	Name of the dealer (in case of Private)	NA
4	No of registered beneficiaries	282 520
5	No of beneficiaries drawing Ration from the store	282 520
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	Functioning Smoothly

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Loosipotea
2	No of Accounts in the branch	680
3	No of persons applied under various self-employment schemes	143
4	No of cases sanctioned under various self-employment schemes	143
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	143
6	Availability of ATM	NO.
7	Any Other	
8	Remarks of the Visiting Officer	An extension centre may kindly be sanctioned.

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	NA
2	Condition of Amrit Sarovar	NA
3	Details of repair undertaken, if any	NA
4	Utilization of Amrit Sarovar	NA
5	Any Other	NA
6	Remarks of the Visiting Officer	NA

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Within GP
2	Condition of Playground	Under construction
3	Utilization of Playground	Not Yet
4	Any Other	-
5	Remarks of the Visiting Officer	Needs to be completed in time sand mason.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	NA
2	Government/ Private building	NA
3	Land passbook saturation	100%
4	Pending mutations	07
5	Any Other	-
6	Remarks of the Visiting Officer	Requirement of Patwarkhana in the GP.

## IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	within GP
2	Name of the beneficiary	Ab. Hameed Shah, Gtr. Naloi wazary
3	Status of the house (completed/ in-use/ under-construction)	upto lintel level
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	within GP
2	Name of the beneficiaries	13
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	-
5	Remarks of the Visiting Officer	NA

## XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	within GP
2	No of online services provided by the CSC	05
3	No of persons approached for services	whole population
4	Any Other	-
5	Remarks of the Visiting Officer	working Satisfactorily

## XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Yes
2	Transport	Yes
3	Electricity	Yes
4	Drinking water	Yes
5	Cleanliness	Yes
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	Yes
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	NA
B	Sports Activities	
	1. Sports Event	YES
	2. Distribution of sports kit	NO
C	Inaugurations (If any)	
	PMAY house	NA
	Segregation Sheds	NA
	Amrit Sarovar	NA
	JJM Assets	NA
	Compost/ Soak Pits	NA
	PMGSY / MGNREGA works	NA
	Any other	NA
D	Distribution of certificates	
	Self Employment Schemes	NO
	Land Pass books	NO
	Any other	NO
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Good and delivered

## QUESTIONNAIRE FOR B2V5

Schedule-VI  
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Self Sufficient and Clean Green
2	Activities undertaken under the Theme (as per instruction manual)	Desilting of canals, Lanes, Drains & walls
3	Status of activities undertaken	Under process
4	Visible impact of the Activities	Yes
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes, not uploaded
6	How many activities of SDG have been covered under GPDP	25
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Lack of Awareness
8	Remarks of the Visiting Officer on the status SDG Theme	Various challenges including climate change environmental degradation, Need of Awareness

## QUESTIONNAIRE FOR B2V5

Schedule-VII  
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Main Road Macadamisation	
2	Road from Bapathuri to Hurladi	
3	Ambulance for PHC	
4	Installation of poles and wires	
5	Construction of Reservoir (JIM) (work going on)	
B	Impact of B2V1 to B2V4	
1	Rural Development	
2	Empowerment of Local Communities	
3	Enhanced Governance	
4	Economic Growth	
5	Social Cohesion	
C	Challenges in the Panchayat	
1	Limited Resources	
2	Lack of awareness and Participation	
3	Infrastructure deficiencies	
4	Social and Cultural barriers	
5		
D	Suggestions if any	
1	Community Engagement Programs	
2	Agricultural Support	
3	Health care access	
4	Education Initiatives	
5	Infrastructure Development	

# QUESTIONNAIRE FOR B2V5

Schedule-VIII

## I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	RDD
2	Agriculture
3	School Education
2	LEAST RESPONSIVE DEPARTMENTS
1	Forestry
2	Irrigation and Flood
3	

## II. FEEDBACK ON UT INITIATIVES

Jammu and Kashmir is witnessing a silent revolution and transformation in governance, landscape and delivery of the services which will fructify and will have longlasting impact upon the governance structure and interface in the times ahead.

## III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	PHC is without truss, the work on PHC started in 2014 and still incomplete.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	1, Macadamization of Bajpathri to Kulladi 2, Miki Mohalla to Kowkiot road needs bridge/macadamization 3, Lanes Drains, P works needed for PH Watakulis 4, Protection wall for MS Bajpathri and HS Watakulis
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)	Satisfactory, Panchayat functionaries have maintained a good relation and have done all the good work for the upliftment of the Panchayat Halqar.
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	Yes, certified

Signature of Sarpanch

Name.....

Tariq Ahmad Bhat  
SARPANCH  
Halqa: Watakulu, Block: Nagam

Signature of the Visiting Officer

Name.....  
Shueel Ahmad Dar