

INSTRUCTION MANUAL FOR B2V5



Governance at doorsteps

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	Harbans Lal
2	Designation	Accounts officer
3	Department	Finance Department
4	Place of posting	JkBOSE.
5	Mobile No	9119209503
6	Email ID	harbanslala2018@gmail.com.
7	Home District	Jammu
8	Dates of visit	14-15 Nov. 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	Kandi
2	Local Government Directory(LGD) code of the Panchayat	240502
3	Name of CD Block	Maita mandrian
4	Name of Tehsil	Maita mandrian.
5	Name of District	Jammu

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	3 No.
2	No. of hamlets in the Panchayat	09 Nos.
3	No. of households in the Panchayat	505 (Act.)
4	Population (approx) of the Panchayat	3350 (Approx.)

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	Ram Lal Sharma	Teacher	Present	961193-0915
2	Education	Mohd Yousuf		Present	9706223673
3	Food, Civil Supplies and Consumer Affairs	-	-	-	-
4	Forest	Rajon Kumar		Present	9777158405
5	Health and Medical Education	Jagdish Raj		Present	8199304615
6	ICDS Department	Rajkumari		Present	9119143272
7	Irrigation and Flood Control Department	-	-	-	-
8	Jal Shakti Department	Ranjeet Singh		Present	9018210810
9	Power Development Department	Suban Sharma		Present	9797476065
10	Public Works Department	Arshad Ahmed		Present	946936044
11	Revenue	-	-	-	-
12	Rural Development and Panchayat Raj	Sanjay		Present	9119737451
13	Skill Development	-	-	-	-
14	Social Welfare Department	Murad Ali	Jr. ASH.	Present	7051123602
15	Youth Services and Sports Department	Gurmukh Singh		Present	9797473408
16	Others (Production Com.)	Mohd Sajit Malik		Present	9119137549
17	Education (B.L.G.)	Bunty Kumar		Present	9797316117
18	Health	Mr. Nishu Bhat		Present	979749631
19	Health				
20					

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 PENDING
1	Old Age pension	Social Department Welfare	28	28	-
2	Widow pension	Social Department Welfare	9	9	-
3	Disability pension	Social Department Welfare	10	10	-
4	Status under Stunting Mukh	Social Department Welfare	-	-	-
5	Status under wasting Mukh	Social Department Welfare	-	-	-
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	2	2	-
7	Digital Services provided	IT/ BDO/ CSC	YIS	YIS	-
8	Daksh Kisan	Agriculture Department	85	85	-
9	Kisan credit card	Agriculture Department	108	108	-
10	PM Kisan Sammanidhi	Agriculture Department	262	262	-
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Humayat, etc)	Employment Department	-	-	-
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	-
13	JJM Implementation	Jai Shakti Department	-	-	-
	i. No of Household provided FHTC				
	ii. Har Ghar Jal village(s) certified (No.)				
14	No of Households electrified	PDD	170	170	-
15	PMAY- Gramin	RDD& PR	20	20	-
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	85	85	-
17	ODF Plus villages (No)	RDD& PR	3	3	-
18	Targeted Sock pit completed	RDD& PR	105	105	-
19	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed		12	12	-
	ii. Number of Households involved		120	120	-
20	Land Passbook Saturation	Revenue Department	2687	2687	-
21	Pending Mutations	Revenue Department	Nil	-	-
22	Domicile Certificates	Revenue Department	1577	1577	-
23	Persons identified drug addicts	BDO/ Sarpanch	Nil	Nil	-
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	5	5	-
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	Nil	Nil	-
26	Golden Health Card under Ayushman Bharat	Health Department	311	03	-
27	Janani suraksha yojana	Health Department	10	7	-
28	Status under Anaemia Mukh	Health Department	828	800	-
29	Status under Leprosy Mukh	Health Department	828	-	-
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	311	300	-
31	Number of Ayushman Sabas held	Health Department	1 Per month	-	-
32	Out of School Children brought to Schools	School Department Education	-	-	-
33	Number of students still out of Schools	School Department Education	-	-	-
34	Persons educated through bridge courses	School Department Education	-	-	-
35	Household using clean cooking fuel (LPG)	FCS & CA	-	-	-

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Kandi
2	Number of children enrolled a) Boys b) Girls	15 18
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	No
12	Number of children wasted	No
13	Any Other	
14	Remarks of the Visiting Officer	Location of building in Private building

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Gadgaol
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Karamchand
4	No of registered beneficiaries	322
5	No of beneficiaries drawing Ration from the store	322
6	Whether store is functioning through Aadhar biometric system	Yes
7	Whether record/register maintained in the store	Yes on machine.
8	Availability of ration	No
9	Any Other	-
10	Remarks of the Visiting Officer	CAPD store is functioning smoothly and distributing ration through biometric device.

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Gadgaon on road
2	Name of the beneficiary	yes
3	Status of the house (completed/ in-use/ under-construction)	-
4	Any Other	-
5	Remarks of the Visiting Officer	House was found completed and beneficiary is living happily.

X. Soak pits/ Compost pits:

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

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	-
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	-

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Not Good
2	Transport	available
3	Electricity	available
4	Drinking water	available
5	Cleanliness	Not and Clean
6	Sports facility (Playground)	available in middle.
7	Any Other	School Govt. m.s. Kandi

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)	Awareness camp about old age pension, widow pension, Pradhan Mantri Pensioner, widow pension, Pradhan Mantri Pensioner.
3	Status of activities undertaken	on going
4	Visible impact of the Activities	Benefit given to poor people under PMAY.
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	No.
8	Remarks of the Visiting Officer on the status SDG Theme	major population in BPL.

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Education
2	Rural Development.
3	Subsidized H.
2	LEAST RESPONSIVE DEPARTMENTS
1	MS (Rd & B).
2	-
3	-

ii. FEEDBACK ON UT INITIATIVES

B2v is a good step of UT Govt., through this programme, villagers become aware of various schemes of Govt and they know their domestic rights and make accountable to various departments.

iii. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	Road Connectivity of various villages of Panchayat.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Conn. of Road from Rudia Amb to S.C. Mohalla Tuffa w. No. 7 Gokhan.
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)	There was full co-operation from Pdt., very good programme and need further much more. Public of Pdt. has so many demands.
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	10
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	It is certified that visiting officer took minute detail of ongoing work in the Panchayat + visited different places + offices

Signature of Sarpanch

Name.....

Signature of the Visiting Officer

Name... Harbans Lal.

परन्तु गाँव निर्माण नहीं किया गया
आपसे निवेदन है कि इस स्थिति
को जल्द जल्द से जल्द को
जाए

हम सदा आपके आभारी रहेंगे

सहजवाड़

दिनांक १५/११/२०२३

(सिग मर)

SKINDER SINGH
PANCH W/NO-6
Pyl. Kandi

MONA LAL
PANCH W/NO-7
Ranchayat Kandi

Forwarded ~~to~~ in original to worthy Deputy Commis-
sioner for favour of further n/a, as public of
Village Godhan is suffering due to non-availability
of Road.

H. Harbans Lal
Visiting Officer
BKV.

सेवा में, विस्तार officers - 9
 श्रीमान एड. डी. एम. महादय
 वाला गाढ़न

मार्ग निर्माण न होने के संबंध
 में शिकायत पत्र !

मान्यवार सविनय निवेदन यह है कि
 हम वाला गाढ़न का निवास है

श्रीमान जी वाला का गाढ़न से
 गाड़न के लिए लगभग

3 km Road पूरी तरह से खराब
 हो चुका है

इस मार्ग पर करीब एक हजार से
 अधिक लोग प्रतिदिन सफर
 करना पड़ता है

Road खराब होने पर कदम - कदम
 से पर लड - लड गड्ड बन गए
 हैं जिससे वरसात में Road पर
 पानी भर जाता है,

जिससे कोई भी यात्रा नहीं
 संभव है

इस Road पर सफर करना
 बहुत ही मुश्किल हो चुका है

इस संबंध में स्थानीय जन - प्रतिनिधियों
 से कई बार Road को ठीक हो
 चुका है

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	yes			
	II. Furniture (Y/N)	yes			
	III. Computer/printer (Y/N)	yes			
	IV. Internet (Y/N)	N			
	V. Telephone (Y/N)	N			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	N			
	VII. Water (Y/N)	N			
	VIII. Electricity (Y/N)	Y			
2	Educational institutes	Y			
	a) Kindergarten	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	b) Primary	Nil	-	-	-
	c) Middle	2 No.	113	5	Govt building
	d) High	2 No.	145	12	Govt building
	e) Higher Secondary	Nil	-	-	-
	f) College	Nil	-	-	-
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		6 No	-	-	-
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	Private
		1	Nil	01	01
5	Bank branch (Y/N)	N			
6	Availability of ATM (Y/N)	N			
7	Khidmat center/ CSC (Y/N)	N			
8	Patwarkhana (Y/N)	N			
9	Village haat (Y/N)	N			
10	Playground (Y/N)	N			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		Y	332	332	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		Y	332		
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)	N			
	ii. Number of Asset captured	-			
	iii. Please mention assets	-			
	1.	-			
	2.	-			
	3.	-			
	4.	-			
	5.	-			
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		N	-		
17	List of Underutilized Buildings- names	Name	Year of construction		
		2 No.	2008		

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No.	Particulars	Status
1	Name of Health Institutions	H/W S. Kandi (Gadhan)
2	Type of building (Govt./ Private)	Govt building
3	Availability of Staff a) Doctor b) Paramedical	1 No. 3 No.
4	No of patients attended during the month	130
5	Status of medicine availability	available
6	Special medical camp held, if any	3 No.
7	Status of Immunization	1st & 2nd Wednesday
8	Participation of health worker in Village Health and Nutrition Day	1st & 2nd Thursday
9	Institutional deliveries in Panchayat (Current Year)	No.
10	Non- Institutional deliveries in Panchayat (Current Year)	10 (in Hospital through Asha worker)
11	Other	
12	Remarks of the Visiting Officer	1) Hospital is well in working condition staff is co-operated and providing all the available medicines. 2) Non-availability of wash room and road is not in a good condition

II. Education Institutions:

S. No.	Particulars	Status
1	Name of Education Institutions	Gand. G. S. Middle School Kandi
2	Type of building (Govt./ Private)	Govt. building
3	Availability of Staff as per sanctioned strength	on Post of 9 teacher (Master is vacant)
4	Enrolment of the School a) Boys b) Girls	25 27
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 School beautification and sanitation, cleaning
10	Other	
11	Remarks of the Visiting Officer	1) School is functioning properly and school has a big ground. 2) oath was taken for Nasa mukthi and against Corruption

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1		-
2		-
3		-
4		-
5		-
B	Impact of B2V1 to B2V4	
1	Construction of Road at Chir - Rs 10.00 lacs.	
2		
3		
4		
5		
C	Challenges in the Panchayat	
1	Non-availability of Road connectivity in many villages -	
2	monkey menace, monkey destroying crops -	
3	farmers are facing a heavy loss..	
4		
5		
D	Suggestions if any	
1	various roads may be taken up by Panchayat.	
2		
3	1) cost of Road from Kadia Ashok to S.C. Mohalla	
4		
5		

- (2) - middle school Kandi to Sidi.
- (3) Cost of Road from middle school Kandi to poor moh ward No 2. (length 3.00 km)
- (4) Well to Mohalla Markalm ward No 2. = 1.5 km.
- (5) Electric line required in Mohalla Kandi ward No. I 25 poles required.
- (6) Playground for children in Goud. middle school Kandi
- other:-
- (7) Sewing centre at Kandi/ Godhan.
- (8) Requirement of double machinery at Tubewell in Kandi Ppt.
- (9) Following Pm Awas gain 1.2
- 1) Pooja Devi 1015. Rattan Lal Godhan. ward No. 4.
- 2) Tahir Ahmed 310 Gafar Ali Sidi ward No. I Kandi
- 11) Tejinder 1010 11. Dr. Roshni R/o Godhan 10106