

# 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	Ms Sheetal Pandita, JKAS
2	Designation	Deputy Secretary to the Government.
3	Department	Rural Development and Panchayati Raj
4	Place of posting	Civil Secretariat, Jammu
5	Mobile No	9419208055
6	Email ID	Sheetal.Pandita@JK.gov.in
7	Home District	Anantnag
8	Dates of visit	9-11-2023 - 10-11-2023

### 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	Nagola
2	Local Government Directory(LGD) code of the Panchayat	240586
3	Name of CD Block	Dansal
4	Name of Tehsil	Dansal
5	Name of District	Jammu.

### C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	4
2	No. of hamlets in the Panchayat	4
3	No. of households in the Panchayat	327
4	Population (approx) of the Panchayat	2100

# 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	Vishal Mengi	JAEO	Present	Excellent Coordination
2	Education	Sudesh Kumar	Teacher (BLO)	Present	Good Coordination
3	Food, Civil Supplies and Consumer Affairs	Tizath Singh	Dealer	Present	Good Coordination
4	Forest	Darshan Kumar	F. Guard	Present	Good Coordination
5	Health and Medical Education	Pawan Kumar	Pharmacist	Present	Good Coordination
6	ICDS Department	Jasveer Singh	Nursing Officer	Present	Good Coordination
7	Irrigation and Flood Control Department	Girdhari Lal	MTS	Present	Very good Coordination
8	Jal Shakti Department	Ajay Verma	Supervisor	Present	Good Coordination
9	Power Development Department	Neel Kumar	Line Man	Present	Good Coordination
10	Public Works Department	Chandan Jambwal	-	-	-
11	Revenue	Tara Mani	Male	Present	Good Coordination
12	Rural Development and Panchayat Raj	Ajay Pal	Girdharwar	Present	Good Coordination
13	Skill Development	Farida Bano	Pst. Secy	Present	Good Coordination
14	Social Welfare Department	Anam Jagotra Bano	T-A	-	-
15	Youth Services and Sports Department	No one	-	-	-
16	Others	Girdhari Lal	-	Present	Good Coordination
17	Animal Husbandary	No one	-	-	-
18		Vijay Kumar	Attendant	Present	Good Coordination
19					during visit.
20					

### Education

2. Jyoti Jambwal - Teacher
3. Rakesh Kumar - BLO
4. Vandana Kumar - Teacher
5. Yashpal Singh - Teacher
6. Ranjit Singh - Teacher
7. Rakesh Singh - BLO
8. Gulzar Akmal - Teacher
9. Gukulam Jambwal - Teacher
10. Santosh Kumar - Teacher

Good Coordination

### ICDS Department

1. Manita - ANW Present
2. Jyoti Jambwal - ANW
3. Pooja Devi - ANW
4. Pooja Devi - ANW
5. Pooja Devi - ANW
6. Nishat - ANW
7. Chanchala Rani - ANW Good coordination
8. Golu Devi - ANW
9. Jyoti Sharma - ANW
10. Kushal Lata - ANW
11. Ram Rathi - ANW
12. Chinta Devi - ANW
13. Lakshmi Sharma - ANW
14. Sharda Devi - ANW
15. Anju Devi - ANW



**QUESTIONNAIRE FOR B2V5**  
**Schedule-II**  
**(FIRST HAND INFORMATION ON INFRASTRUCTURE -**  
**PANCHAYAT ASSET REGISTER AND ITS UTILIZATION)**

1	Infrastructure of Panchayat Ghar				
	a) Govtbuilding/private	No Panchayat Ghar			
	b) New/needingrepairs				
	II. Furniture(Y/N)	Chair 30			
	III. Computer/printer(Y/N)	1			
	IV. Internet (Y/N)	0			
	V. Telephone (Y/N)	0			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	0			
	VII. Water (Y/N)	0			
	VIII. Electricity(Y/N)	0			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten				
	b) Primary	2	60	2	Govt
	c) Middle	2	140	0	Govt
	d) High				
	e) Higher Secondary				
	f) College				
3	AnganwadiCentre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		7			
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		0	0	0	0
5	Bankbranch(Y/N)	0	0		
6	Availability of ATM (Y/N)	0			
7	Khidmatcenter/ CSC (Y/N)	0			
8	Patwarkhana(Y/N)	0			
9	Village haat (Y/N)	0			
10	Playground(Y/N)	0			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		0	Ration Shop 1000	Yes	
12	Government offices- details, whether functional or not	No. of Govt Offices	Details	Location	Condition
		0	No Govt Office		Functional
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		0			
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Panchayat is neat and clean Health Tourism can be developed.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	yes			
	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		
		00	00		
17	List of Underutilized Buildings- names	Name	Year of construction		
		00	00		

# 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 Welfare Department	278	40	Document not up to date
2	Widow pension	Social Welfare Department	17	10	Document not up to date
3	Disability pension	Social Welfare Department	8	6	Document not up to date
4	Status under Stunting Mukht	Social Welfare Department	Yes	0	0
5	Status under wasting Mukht	Social Welfare Department	Yes	0	0
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Welfare Department	Not available	0	For Hand of Document
7	Digital Services provided	IT/ BDO/ CSC	One JC Jan Vigyan	Superch Samudh	For Hand of Document
8	Daksh Kisan	Agriculture Department	8	7	In process
9	Kisan credit card	Agriculture Department	262	260	Document not up to date
10	PM Kisan Sammanidhi	Agriculture Department	143	143	0
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department	0		
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	0		
13	JJM Implementation	Jai Shakti Department	0		
	i. No of Household provided FHTC				
	ii. Har Ghar Jal village(s) certified (No.)				
14	No of Households electrified	PDD	327		
15	PMAY- Gramin	RDD& PR	87		
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	109		
17	ODF Plus villages (No)	RDD& PR	Yes		
18	Targeted Sock pit completed	RDD& PR	10	5	
19	JKRLM:	RDD& PR			
	i. Number of Self Help Groups formed				
	ii. Number of Households involved				
20	Land Passbook Saturation	Revenue Department	727	727	
21	Pending Mutations	Revenue Department			
22	Domicile Certificates	Revenue Department	1905	1905	
23	Persons identified drug addicts	BDO/ Sarpanch	0		
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	1		
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	6		
26	Golden Health Card under Ayushman Bharat	Health Department	800		
27	Janani suraksha yojana	Health Department	35		
28	Status under Anaemia Mukht	Health Department	6		
29	Status under Leprosy Mukht	Health Department	0		
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	5		
31	Number of Ayushman Sabas held	Health Department	5		
32	Out of School Children brought to Schools	School Education Department			
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			

# QUESTIONNAIRE FOR B2V5

Schedule-IV  
(FIELD VISITS IN THE PANCHAYAT)

## I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	No PHC, PHC caterers to needs
2	Type of building (Govt. / Private)	Govt
3	Availability of Staff	
a) Doctor		1
b) Paramedical		1
4	No of patients attended during the month	500-600
5	Status of medicine availability	Yes
6	Special medical camp held, if any	4 monthly
7	Status of Immunization	100%
8	Participation of health worker in Village Health and Nutrition Day	Yes
9	Institutional deliveries in Panchayat (Current Year)	100%
10	Non- Institutional deliveries in Panchayat (Current Year)	0
11	Other	
12	Remarks of the Visiting Officer	

## II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	4, one mobile
2	Type of building (Govt. / Private)	Govt. building
3	Availability of Staff as per sanctioned strength	Yes
4	Enrolment of the School	
a) Boys		
b) Girls	47	
5	Availability of play ground	Yes
6	Availability of drinking water	Yes
7	Availability of electricity	
8	Availability of functional toilets	Yes
9	Activities undertaken under 'My School My Pride'	
10	Other	
11	Remarks of the Visiting Officer	No boundary wall in primary school Karat No Boundary Wall in middle school Chillar. No Boundary Wall and Drinking water in mobile school School Village Tariena Pyt Nagola.



### III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Nagola A near Naka Chokki, W.N. 1
2	Number of children enrolled a) Boys 79 b) Girls 66	Nagola B near Govt Middle School W.N. 2 Nagola C near Kanyasa Slop, W.N. 2 Aite Kaval near P.H. School W.N. 6 Aite Bakh near Atla Chokki W.N. 5
3	Status of Building (Private/ Govt.)	All PVT building
4	Availability of Helper/ worker	Yes
5	Maintenance of record of children	Maintained
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	0
12	Number of children wasted	0
13	Any Other	
14	Remarks of the Visiting Officer	

Atla Chokki Barman road side  
Atla Chokki Barman road side  
Road Side, W.N. 4

### IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Main Road Jindhra
2	Government / Private	Private
3	Name of the dealer (in case of Private)	
4	No of registered beneficiaries	2000
5	No of beneficiaries drawing Ration from the store	327 households
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	

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	0. Jindira Jank Bank and extension bank, Caters to the PGT
2	No of Accounts in the branch	1500
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	

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	0
2	Condition of Amrit Sarovar	
3	Details of repair undertaken, if any	
4	Utilization of Amrit Sarovar	
5	Any Other	
6	Remarks of the Visiting Officer	

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	0
2	Condition of Playground	
3	Utilization of Playground	
4	Any Other	
5	Remarks of the Visiting Officer	

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	0
2	Government/ Private building	
3	Land passbook saturation	
4	Pending mutations	
5	Any Other	
6	Remarks of the Visiting Officer	



## IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	
2	Name of the beneficiary	87
3	Status of the house (completed/ in-use/ under-construction)	
4	Any Other	
5	Remarks of the Visiting Officer	

## 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)	15 1 (community compost pit)
4	Any Other	
5	Remarks of the Visiting Officer	

## XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	No centre, CSC of Jindhra pylecatns
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	Good except one vital 1.5-2 km road that will decrease the time taken to reach pvt
2	Transport	Good
3	Electricity	OK
4	Drinking water	Issues
5	Cleanliness	Excellent
6	Sports facility (Playground)	No
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	
	2. Skits, Songs, Dramas	
	3. Local Folk programme / Show	
	4. Discussions with PRI and Senior citizens	
	5. Exhibitions	
B	Sports Activities	
	1. Sports Event	
	2. Distribution of sports kit	
C	Inaugurations (If any)	
	PMAY house	
	Segregation Sheds	
	Amrit Sarovar	
	JJM Assets	
	Compost/ Soak Pits	
	PMGSY / MGNREGA works	
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	
	Any other	Soil health Cards
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Yes MNB MGNREGA Social Welfare Schemes RDD Schemes Agriculture Initiatives

# QUESTIONNAIRE FOR B2V5

Schedule-VI  
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Healthy Village
2	Activities undertaken under the Theme (as per instruction manual)	Akash news programme on Immunization Street play on Pregnancy Care Ayushman Camps
3	Status of activities undertaken	Ayushman Camps
4	Visible impact of the Activities	Stunting Mukt Wasting Mukt
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	yes
6	How many activities of SDG have been covered under GPDP	
7	Bottlenecks, if any, faced in the achievement of SDG Theme	
8	Remarks of the Visiting Officer on the status SDG Theme	The villages healthy with good health scenario of old citizens as well as the children and infants



# QUESTIONNAIRE FOR B2V5

Schedule-VII  
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Old age Pensions	
2	Seed Shop	
3	PMAY House	
4		
5		
B	Impact of B2V1 to B2V4	
1	Additional PMAY houses Sanctioned	
2		
3		
4		
5		
C	Challenges in the Panchayat	
1	No Govt offices	
2	Water Issues	
3		
4		
5		
D	Suggestions if any	
1	A vital road around 1.5 km from Jindhra to Nagola needs to be macadamised	
2	Water Availability is ok however the Pump Motor's installed at PHE facility	
3	is to be replaced so that the water scarcity can be addressed.	
4		
5		

# QUESTIONNAIRE FOR B2V5

Schedule-VIII

## I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1 BEST PERFORMING DEPARTMENTS	
1	Rural Development, Agriculture Deptt, Social Welfare
2	Health
3	Education
2 LEAST RESPONSIVE DEPARTMENTS	
1	Youth, Employment, Irrigation
2	
3	

## II. FEEDBACK ON UT INITIATIVES

The Services like, Shreech Bhavt Mission, PMAY, MGNREGA, old age pensions, Agriculture Initiatives are very well implemented in the Gram Panchayat Nagola.

## III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	The Construction of 1.5 Km Road from Jindhra to Nagola Provision of new water motors for reducing the piped water scarcity
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	The Construction of 1.5 Km Road from Jindhra to Nagola Provision of new water motors for reducing the piped water scarcity.
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)	The PGT Nagola is very near to PGT Jindhra and has been bifurcated from PGT Jindhra as such the availability of various govt offices and services are still catered through PGT Jindhra. The opening of a CSC, Health Centre, Ration Depo is mandatory requirement of PGT Nagola
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	6
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	

Signature of Sarpanch

Name: Gulzar Begam

Signature of the Visiting Officer

Name: [Signature]

1 Deputy Secretary