

Panchayat Gangochak

INSTRUCTION MANUAL FOR B2V5



7th to 16th NOVEMBER 2023.

QUESTIONNAIRE FOR B2V5

Schedule-1 (A)

(Details of Reporting Officer and Reporting Panchayat)

A. Details of Reporting Officer:

S.No	Particulars	
1	Name	Sham Lal
2	Designation	Assistant Engineer
3	Department	TLMD-V JKPTCL (P.D.D)
4	Place of posting	- do -
5	Mobile No	94191-41187
6	Email ID	Shyam1700@gmail.com
7	Home District	Jammu
8	Dates of visit	14 th & 15 th 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	Gangochack
2	Local Government Directory(LGD) code of the Panchayat	240650
3	Name of CD Block	Maich
4	Name of Tehsil	Maich
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	5
3	No. of households in the Panchayat	528
4	Population (approx) of the Panchayat	2333

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	Chanchal Kumar	AEA	Present	
2	Education	Mangal Das	Teacher	Present	
3	Food, Civil Supplies and Consumer Affairs	Rajesh Khajuria	Teacher	Present	
4	Forest	Yog Raj (Social Forestry)	Forest Guard	Present	
5	Health and Medical Education	Dr. Anuradha (Ayush)	MLHP	Present	
6	ICDS Department	Tyoti, Renu	ICDS	Present	
7	Irrigation and Flood Control Department	Hardeep Sharma	Irrigation	Present	
8	Jal Shakti Department	Joginder Pal	Inspector	Present	
9	Power Development Department	Ashwani Kumar	JE	Present	
10	Public Works Department				
11	Revenue	Akbar Ali	Patwari	Present	
12	Rural Development and Panchayat Raj	Tilak Raj	Pgt Secretary	Present	
13	Skill Development				
14	Social Welfare Department	Sureshta Sherg	Craft Teacher	Present	
15	Youth Services and Sports Department	Vivek Gulati	DYSSO. Physical Teach	Present	
16	Others Animal Husbandry	Devinder Khajuria	Pharmacist	Present	
17	Floriculture	Paramdeep Singh	Florist	Present	
18	Jak Bank Gajner	Bhansu Parlap		Present	
19	Jak Grameech Gajner	Manoj Kumar		Present	
20	FCD Horticulture	Gopal Sharma	AEF Div III	Present	
	FGD	Ramesh Sharma		Present	
		Waseem Raja		Present	

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 additional rooms			
	II. Furniture(Y/N)	Yes			
	III. Computer/printer(Y/N)	Yes			
	IV. Internet (Y/N)	Yes			
	V. Telephone (Y/N)	No			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Yes (CSC)			
	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	—	—	—	—
	b) Primary ✓	03	92	01	Govt
	c) Middle ✓	01	51	01	Govt
	d) High	—	—	—	—
	e) Higher Secondary	—	—	—	—
	f) College	—	—	—	—
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		8	121	617	—
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		02	—	01	Private
5	Bank branch(Y/N)	N	—	—	—
6	Availability of ATM (Y/N)	N	—	—	—
7	Khidmat center/ CSC (Y/N)	N	—	—	—
8	Patwarkhana(Y/N)	Yes	—	—	—
9	Village haat (Y/N)	N	—	—	—
10	Playground(Y/N)	Yes	In all schools	—	—
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not	
		2	—	—	
12	Government offices- details, whether functional or not	No. of Govt Offices	Functional		
		03	Yes		
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		01	Gangochock	Impoverished	Yes
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	The Panchayat Gangochock is at zero line (Border) Panchayat for Border Tourism & having Chinese gate.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	Not applicable			
	ii. Number of Asset captured	—			
	iii. Please mention assets	—			
	1.	—			
	2.	—			
	3.	—			
	4.	—			
	5.	—			
6	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		—	—		
7	List of Underutilized Buildings- names	Name	Year of construction		
		—	—		

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	135	135	-
2	Widow pension	Social Department Welfare	10	10	-
3	Disability pension	Social Department Welfare	14	4	-
4	Status under Stunting Mukht	Social Department Welfare	-	-	-
5	Status under wasting Mukht	Social Department Welfare	-	-	-
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department Welfare	-	-	-
7	Digital Services provided	IT/ BDO/ CSC	Yes at CSC nearby	-	-
8	Daksh Kisan	Agriculture Department	424	Nil	Not Computer knowing
9	Kisan credit card	Agriculture Department	424	227	below age
10	PM Kisan Sammanidhi	Agriculture Department	424	159	Employment/Revu record
11	Employment Saturation (PMEGP, Tejasvani, Murnkin, Mission Youth, Himmayat, etc)	Employment Department	-	-	Issue work
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	-
13	JJM Implementation	Jal Shakti Department	-	-	-
	i. No of Household provided FHTC		155	59	In progress
	ii. Har Ghar Jal village(s) certified (No.)		155	59	In progress
14	No of Households electrified	PDD	435	-	-
15	PMAY- Gramin	RDD& PR	03	03	In progress
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	582	582	-
17	QDF Plus villages (No)	RDD& PR	05	05	-
18	Targeted Sock pit completed	RDD& PR	02	-	Tendered, in progress
19	JKRIM:	RDD& PR	-	-	-
	i. Number of Self Help Groups formed		-	-	-
	ii. Number of Households involved		-	-	-
20	Land Passbook Saturation	Revenue Department	300%	250	Error in Online site
21	Pending Mutations	Revenue Department	100%	Completed	-
22	Domicile Certificates	Revenue Department	90%	Completed	Issued by Tehsil
23	Persons identified drug addicts	BDO/ Sarpanch	NA	NA	NA
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	02	02	02
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	-	-	-
26	Golden Health Card under Ayushman Bharat	Health Department	1800 approx	1756	below age
27	Janani suraksha yojana	Health Department	16	10	-
28	Status under Anaemia Mukht	Health Department	429	429	-
29	Status under Leprosy Mukht	Health Department	-	-	-
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	9	9	-
31	Number of Ayushman Sabas held	Health Department	2	2	-
32	Out of School Children brought to Schools	School Department Education	Nil	Nil	-
33	Number of students still out of Schools	School Department Education	Nil	Nil	-
34	Persons educated through bridge courses	School Department Education	Nil	Nil	-
35	Household using clean cooking fuel (LPG)	FCS & CA	Nil	Nil	-

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	Not in Panchayat
2	Type of building (Govt./ Private)	Gungochale but in
3	Availability of Staff a) Doctor 02 b) Paramedical 02	nearby Panchayat. HWC Gajansoo & AMWC Gajansoo
4	No of patients attended during the month	300 approx
5	Status of medicine availability	Yes
6	Special medical camp held, if any	Yes
7	Status of Immunization	Yes
8	Participation of health worker in Village Health and Nutrition Day	Yes
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	04
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff as per sanctioned strength	only
4	Enrolment of the School a) Boys b) Girls	a) 78 b) 73
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'	Painting Competition, pledge taking
10	Other	
11	Remarks of the Visiting Officer	

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	Gangachak = Total 8 centres
2	Number of children enrolled a) Boys b) Girls	a) 67 b) 54 (121 Total)
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	NO
14	Remarks of the Visiting Officer	

Total population
2855
Male - 1529
Female - 1326.

IV. CAPD Store:

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

V. Bank/ Extension counter:

S.No	Particulars	Status
1	Location of Bank/ Extension counter	J&K Gramin Bank
2	No of Accounts in the branch	810
3	No of persons applied under various self-employment schemes	104
4	No of cases sanctioned under various self-employment schemes	80
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	74
6	Availability of ATM	74.
7	Any Other	NO
8	Remarks of the Visiting Officer	-

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	Amrit Sarovar at Gangochack
2	Condition of Amrit Sarovar	In progress
3	Details of repair undertaken, if any	Newly Constructed
4	Utilization of Amrit Sarovar	Yes
5	Any Other	-
6	Remarks of the Visiting Officer	Amrit Sarovar should be beautifully completed.

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Playground is in all Schools.
2	Condition of Playground	Working Condition / Satisfactory
3	Utilization of Playground	Yes
4	Any Other	-
5	Remarks of the Visiting Officer	One Mini Stadium should be developed for Youth.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	Pyl. Gangochack
2	Government/ Private building	Govt.
3	Land passbook saturation	80% issued & distributed
4	Pending mutations	Nil
5	Any Other	Nil
6	Remarks of the Visiting Officer	Nil.

IX. PMAY house:

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

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Compost pit at Deorya Nappa.
2	Name of the beneficiaries	Community level
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Completed
4	Any Other	All SBM Assets should
5	Remarks of the Visiting Officer	be completed.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	CSC in near by
2	No of online services provided by the CSC	Panchayat - Gajansoo.
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
2	Transport	Auto/E rikshas available.
3	Electricity	Good
4	Drinking water	Hand pumps available.
5	Cleanliness	Legacy waste removed but D2D needs to be.
6	Sports facility (Playground)	Play ground in all schools but on regular basis a stadium should be developed.
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	Done
	5. Exhibitions	Done
B	Sports Activities	
	1. Sports Event	Carrom
	2. Distribution of sports kit	
C	Inaugurations (If any)	
	PMAY house	Inspected
	Segregation Sheds	Inspected
	Amrit Sarovar	Inspected
	JJM Assets	Inspected
	Compost/ Soak Pits	Amrit Sarovar
	PMGSY / MGNREGA works	Awc. Centre
	Any other	
D	Distribution of certificates	
	Self Employment Schemes	
	Land Pass books	
	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	1) Village with Self-sufficient Infrastructure 2) Women Friendly Village.
2	Activities undertaken under the Theme (as per Instruction manual)	1) Additional Room for Panchayat Ghar Constructed. 2) Lanes & Drains developed 3) Regular meetings of Women held.
3	Status of activities undertaken	4) More focus is on women development & increasing Self Help group ongoing.
4	Visible impact of the Activities	The Panchayat is having 30+ SHG including 300 households & Panchayat is developing day by day.
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP	35-45.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Lack of funds.
8	Remarks of the Visiting Officer on the status SDG Theme	—

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Roads under MGSY Completed	
2	Amrit Sarovar Constructed	
3	Ration Card Verification Completed	
4	CSC Constructed	
5	Causeway at Golepatan Completed & Lane Drains also Constructed	
B	Impact of B2V1 to B2V4	
1	More Roads were sanctioned & taken up.	
2	Amrit Sarovar work started	
3	Cleanliness drives started on regular basis	
4	Pending Lane & Drains Constructed	
5	Demands were projected & funded very easily.	
C	Challenges in the Panchayat	
1	Panchayat is facing Challenges of Court	
2	Case by the residents which is preventing	
3	the completion of Big Road links.	
4		
5		
D	Suggestions if any	
1	There should be more funding to the	
2	Panchayat for completion of Big	
3	projects Pending due to insufficient	
4	funds.	
5		

QUESTIONNAIRE FOR B2V5

1. BEST PRACTICES IN IMPLEMENTATION OF GOVERNMENT DEPARTMENTS

1	Public Health Department (PHD)
2	Public Health Department (PHD)
3	Public Health Department (PHD)

2. BEST PRACTICES IN IMPLEMENTATION OF GOVERNMENT DEPARTMENTS

1	Public Health Department (PHD)
2	Public Health Department (PHD)
3	Public Health Department (PHD)

3. GOOD INITIATIVES ARE BEING TAKEN UP BY THE GOVT. LIKE
1. Health Department, 2. Public Health Department (PHD)
3. Public Health Department (PHD)
4. Public Health Department (PHD)
5. Public Health Department (PHD)
6. Public Health Department (PHD)
7. Public Health Department (PHD)
8. Public Health Department (PHD)
9. Public Health Department (PHD)
10. Public Health Department (PHD)

4. ASSESSMENT OF THE VISITING OFFICER

1	Complaint about Incomplete Road due to Court Case by the Resident
2	Shaving of Unnecessary trees in the area and not yet constructed
3	The Panchayat Committee is working on the road and the area is being developed. The area is being developed and the area is being developed.
4	Yes.

Signature of Sarpanch
Name: Laxmi Devi

Signature of the Visiting Officer
Name: SHAM LAC