

INSTRUCTION MANUAL FOR B2V5



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	Parshotam Lal Sharma
2	Designation	Assistant Engineer
3	Department	Power Development Dept.
4	Place of posting	STD-I, JPDCL, Tammur.
5	Mobile No	9469502505
6	Email ID	parshotam2011@gmail.com
7	Home District	Tammur.
8	Dates of visit	14th and 15th 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	Targwal
2	Local Government Directory(LGD) code of the Panchayat	240495
3	Name of CD Block	Akhmool
4	Name of Tehsil	Akhmool
5	Name of District	Tammur.

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	02
2	No. of hamlets in the Panchayat	05
3	No. of households in the Panchayat	820
4	Population (approx) of the Panchayat	4500

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	Sudhir, S. D. D. A	P. E. T	Present	
2	Education	D. S. S. D. A		Present	
3	Food, Civil Supplies and Consumer Affairs				
4	Forest	Dev Daj	Uali	Present	
5	Health and Medical Education	Rena am	P. M. D. W	Present	
6	ICDS Department	Rena Ram	A. W. W	Present	
7	Irrigation and Flood Control Department				
8	Jal Shakti Department	Zatir	P. E. T	Zatir	Present
9	Power Development Department	Balbir Kumar	U. M. W.	Present	
10	Public Works Department	Ajmer Kumar	Road worker	Present	
11	Revenue	Parvez Ahmed	P. M. W.	Present	
12	Rural Development and Panchayati Raj	Tajbir Singh	Secd.	Present	
13	Skill Development	Tajbir Singh	P. M. W.	Present	
14	Social Welfare Department	Manee Sharma	M. T. S	Present	
15	Youth Services and Sports Department	Tajbir Singh	P. E. T	Present	
16	Others				
17	Cooperative Dept.	Shirjat Ahmed	Supervisor	Present	
18					
19					
20					

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				
	b) New/need repairs				
	II. Furniture(Y/N)				
	III. Computer/printer(Y/N)				
	IV. Internet (Y/N)				
	V. Telephone (Y/N)				
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)				
	VII. Water (Y/N)				
	VIII. Electricity(Y/N)				
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	NO			
	b) Primary	03	50	NIL	Govt. Building
	c) Middle	NO			
	d) High	01	233	00	Govt. Building
	e) Higher Secondary	NO			
	f) College	NO			
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		05	125	NIL	04 Nos Private
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institutes having Govt. building
		00	0	00	Govt. Building
5	Bank branch(Y/N)	N			
6	Availability of ATM (Y/N)	N			
7	Khidmat center/ CSC (Y/N)	Y			
8	Patwar khana(Y/N)	N			
9	Village haat (Y/N)	N			
10	Playground(Y/N)	N			
11	Ration shop (Y/N)	Y	No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not
			03	718	Yes
12	Government offices- details, whether functional or not	No. of Govt Offices			Functional
		11			Yes
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
		NIL			
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Panchayat can be developed as tourist place.			
15	i. Whether Panchayat assets captured on e-Gram SampdaApp (Y/N)	N			
	ii. Number of Asset captured	N.A.			
	iii. Please mention assets	N.A.			
	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 PENDING
1	Old Age pension	Social Department Welfare	113	113	
2	Widow pension	Social Department Welfare	22	22	
3	Disability pension	Social Department Welfare	21	21	
4	Status under Stunting Mukh	Social Department Welfare	00	00	
5	Status under wasting Mukh	Social Department Welfare	00	00	
6	Equipment's provided to specially abled persons (implants, tricycles etc)	Social Department Welfare	07	02	under process
7	Digital Services provided	IT/ BDO/ CSC			
8	Deksh Kisan	Agriculture Department	22	00	under process
9	Kisan credit card	Agriculture Department	485	485	
10	PM Kisan Sammanidhi	Agriculture Department	403	185	pending land documents
11	Employment Generation (PMGSY, Topassan, Munkin, Mission Youth, Nimmay, etc)	Employment Department	00	00	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	01	01	
13	JAM Implementation	Jai Shakti Department			
	I. No of Household provided FITEC		300	00	under process
	II. Har Ghar Jal village(s) certified (No.)				
14	No of Households electrified	POO			
15	PMUY - Gramin	RDO & PR	820	820	
16	SBM Gramin - DNH functional (Household toilets)	RDO & PR	70	70	
17	ODF Plus villages (No)	RDO & PR	30	30	
18	Targeted Sock pit completed	RDO & PR	02	02	
19	JOLM:	RDO & PR	10	10	
	I. Number of Self Help Groups formed		01	01	
	II. Number of Households involved		30	30	
20	Land Feedback Satisfaction	Revenue Department	1163	1163	
21	Pending Mutations	Revenue Department	00	60	
22	Genicle Certificates	Revenue Department	-	-	No pending
23	Persons identified drug addicts	BDO/ Sarpanch	00	00	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	02	02	
25	Drugs addicts rehabilitated	BDO/ Sarpanch	00	00	
26	Golden Health Card under Ayushman Bharat	Health Department	2068	2028	
27	Janani Suraksha yojana	Health Department	15	15	
28	Status under Anemia Mukh	Health Department	00	00	
29	Status under Lipsey Mukh	Health Department	00	00	
30	Number of Ayushman Heals organized at Health & Welfare centres / CHCs under Ayushman Bharat	Health Department	00	00	
31	Number of Ayushman Heals held	Health Department	10	10	
32	Out of School Children brought to Schools	School Department Education	10	10	
33	Number of students still out of Schools	School Department Education	06	06	
34	Persons educated through bridge courses	School Department Education	00	00	
35	Household using clean cooking fuel (LPG)	PCS & CA	00	00	
			800	800	

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	N/A
2	Type of building (Govt./ Private)	
3	Availability of Staff a) Doctor b) 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	Need PHC

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt. Primary Schools and Govt. High School
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	29
4	Enrolment of the School a) Boys b) Girls	145 138
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	Upgradation of G.H.S. Small from H.S. to H.S.S. is required urgently.

QUESTIONNAIRE FOR B2V5

Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

I. Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	N/A
2	Type of building (Govt. / Private)	
3	Availability of Staff a) Doctor b) 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	Need PHC

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Govt Primary Schools and Govt High School
2	Type of building (Govt. / Private)	Govt.
3	Availability of Staff as per sanctioned strength	29
4	Enrolment of the School a) Boys b) Girls	145 138
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	Upgradation of G.H.S. School from H.S. to H.S.S. is required urgently.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Wno 1, Wno 5, Wno 4, Wno 3, Wno 7.
2	Number of children enrolled	72
	a) Boys	53
	b) Girls	19
3	Status of Building (Private/ Govt.)	NOTE -> Govt Building, all others Private
4	Availability of Helper/ worker	NO
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	NIL
12	Number of children wasted	NIL
13	Any Other	
14	Remarks of the Visiting Officer	04 Nos. of anganwari centers are required in the remaining wards.

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	NIL
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	CAPD store is required in the panchayat.

Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	<i>Nil</i>
2	No of Accounts in the branch	
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	<i>Bank branch/ extension counter is required.</i>

VI. Amrit Sarovar:

S. No	Particulars	Status
1	Location of Amrit Sarovar	<i>Nil</i>
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	<i>Ponds at Wm-1 & Wm-2, Wm-3, Wm-6, Wm-7, Wm-8 and Wm-9, Wm-4, Wm-5 are required to be connected to Amrit Sarovar</i>

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	<i>Nil</i>
2	Condition of Playground	
3	Utilization of Playground	
4	Any Other	
5	Remarks of the Visiting Officer	<i>Need Playground</i>

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	<i>Nil</i>
2	Government/ Private building	
3	Land passbook saturation	
4	Pending mutations	
5	Any Other	
6	Remarks of the Visiting Officer	<i>Need Partwarkhana.</i>

IX. PMAY house:		Status
S. No	Particulars	
1	Location of PMAY house constructed	Targwal, Targwal, Tarkhali, Sunail, Chasani, Malla
2	Name of the beneficiary	Ajay Kumar, Babu Ram, Yashpal, Vinod Kumar
3	Status of the house (completed/ in-use/ under-construction)	completed by Ashok Kumar
4	Any Other	—
5	Remarks of the Visiting Officer	Inspected the completed and on-going works and found satisfactory.

X. Soak pits/Compost pits:		Status
S. No	Particulars	
1	Location of Soakpits/ compost pits	Targwal, Sunail,
2	Name of the beneficiaries	Shonali Singh, Sukesh Singh, Bishande Naras
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	In use
4	Any Other	—
5	Remarks of the Visiting Officer	Work is satisfactory.

XI. Khidmatcenter / CSC:		Status
S. No	Particulars	
1	Location of Khidmatcenter/ CSC counter	Sunail
2	No of online services provided by the CSC	15
3	No of persons approached for services	700
4	Any Other	
5	Remarks of the Visiting Officer	Providing good service.

XII. Observation of field officer on basic amenities:		Observations
S. No	Particulars	
1	Connectivity Road	Good
2	Transport	Good
3	Electricity	Good
4	Drinking water	Good
5	Cleanliness	Poor
6	Sports facility (Playground)	Good
7	Any Other	Not available

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

NTS / AWARENESS / INAGURATION ORGANIZED DURING THE VISIT OF OFFICER

No	Particulars	Status
A	Cultural Events/ Programmes	
	1. Debates and Seminars	
	2. Skits, Songs, Dramas	
	3. Local Folk programme / Show	Conducted
	4. Discussions with PRI and Senior citizens	
	5. Exhibitions	
B	Sports Activities	Conducted
	1. Sports Event	
	2. Distribution of sports kit	
C	Inaugurations (If any)	Inaugurated
	PMAY house	
	Segregation Sheds	
	Amrit Sarovar	
	JJM Assets	Inaugurated
	Compost/ Soak Pits	
	PMGSY / MGNREGA works	
	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	

QUESTIONNAIRE FOR B2V5 Schedule-VI (SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	1. Poverty free and enriched ^{2. Healthy Village} included.
2	Activities undertaken under the Theme (as per instruction manual)	cost free awareness campaign.
3	Status of activities undertaken	100%.
4	Visible impact of the Activities	Awareness among people
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GPDP	Adopted activities are covered.
7	Bottlenecks, if any, faced in the achievement of SDG Theme	None
8	Remarks of the Visiting Officer on the status SDG Theme	The plan has been prepared but not uploaded.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

A. No	Particulars	Status
B	Demands/ Grievances addressed by the Administration	
1	construction of road from Radhe Krishna Temple to	
2	Shop of Subject Singh	
3		
4		
5		
C	Impact of B2V1 to B2V4	
1		
2		
3		
4		
5		
D	Challenges in the Panchayat	
1	Scarcity of water and road continuity.	
2	Drainage system.	
3		
4		
5		
E	Suggestions if any	
1		
2		
3		
4		
5		

QUESTIONNAIRE FOR B2V5

Schedule-VIII

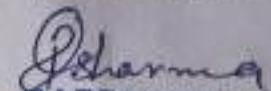
I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS	
1	R.O.D.
2	Agriculture
3	Social Welfare Dept.
2. LEAST RESPONSIVE DEPARTMENTS	
1	PHE
2	PWD
3	P.O.D.

II. FEEDBACK ON UT INITIATIVES

III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	None.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	1. Security of water supply and replacement of old water pipes. 2. Construction of road from Takheri to Kalla (i) Jangali to Amra Chapri (ii) at Tata Ram Mohalla W.R.3
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)	
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	8
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	Visiting officer has stayed in the Panchayat for 2 days.


SARPANCH
 Signature of Sarpanch
Pershant Sagar Sharma
 Name of Sarpanch


 Signature of the Visiting Officer
 Name **Pershant Lal Sharma**