

B2V-5 Panchayat → Ward

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	Dr. Vicky Kumar,
2	Designation	Lecturer
3	Department	School Education.
4	Place of posting	BHSS Akhnour
5	Mobile No	9419133418
6	Email ID	vickykumarjku@gmail.com
7	Home District	Doda
8	Dates of visit	14 th and 15 th of November

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	Pyt. Nardi
2	Local Government Directory(LGD) code of the Panchayat	5466
3	Name of CD Block	Maira Mandrain
4	Name of Tehsil	Maira Mandrain
5	Name of District	Jammu.

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	01
2	No. of hamlets in the Panchayat	05
3	No. of households in the Panchayat	1275
4	Population (approx) of the Panchayat	5800

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	SURINDER SHARMA	JAO	Yes	1.1.11
2	Education	Arun Malhotra	Teacher	Yes	Ans
3	Food, Civil Supplies and Consumer Affairs				
4	Forest				
5	Health and Medical Education	DR. Sushant Sharma (HWC-8912)	MHP	Yes	Ans
6	ICDS Department	Dr. Rajendra Kumar	A. W. W.	Yes	Ans
7	Irrigation and Flood Control Department	Chander Bhai & Rekha Rani			Ans
8	Jai Shakti Department	Kastun Lal	Superwayer	Yes	
9	Power Development Department				
10	Public Works Department	Som Nath Sharma	T.E.	Yes	Ans
11	Revenue	AZAR Ansari	Patwari	Yes	Ans
12	Rural Development and Panchayat Raj	Karan Malhotra	PAA	Yes	Ans
13	Skill Development				
14	Social Welfare Department				
15	Youth Services and Sports Department				
16	Others				
17	Animal Husbandry Deptt	Anshu Sharma	VP	Yes	Ans
18	Ind & Comm Deptt	Sajid Malik	IPO	Yes	Ans
19					
20					

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QUESTIONNAIRE FOR B2V5

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

Infrastructure of Panchayat Ghar				
a) Govt building/private	Govt			
b) New/need repairs	new			
II. Furniture (Y/N)	Y			
III. Computer/printer (Y/N)	Y			
IV. Internet (Y/N)	Y			
V. Telephone (Y/N)	Y			
VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Y			
VII. Water (Y/N)	Y			
VIII. Electricity (Y/N)	Y			
Educational institutes				
	No. of Schools	Enrollment	Teacher vacancies	Govt Building / Private Building
a) Kindergarten	2			
b) Primary	Y			
c) Middle	Y			
d) High	Y			
e) Higher Secondary	Y			
f) College	Y			
Anganwadi Centre : 6				
	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building / Private Building
	6	175	Yes	Private
Healthcare facility				
	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
5 Bank branch (Y/N)	Y			
6 Availability of ATM (Y/N)	Y			
7 Khidmat center/ CSC (Y/N)	Y			
8 Patwarkhana (Y/N)	Y			
9 Village haat (Y/N)	Y			
10 Playground (Y/N)	Y			
11 Ration shop (Y/N)		No. of Ration Shop	No. of Registered beneficiaries	Connected with online biometric system or not
12 Government offices- details, whether functional or not	No. of Govt Offices		Functional	
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)				
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		
17 List of Underutilized Buildings- names	Name	Year of construction		

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Schedule-III (STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT)

S. No	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET OF STATUS BENEFICIARIES/ PERSONS IN THE VILLAGE	TOTAL BENEFICIARIES WHO AVAILED THE BENEFITS OF THE SCHEME	REASON FOR PENDING
1	Old Age pension	Social Department Welfare	99	99	
2	Widow pension	Social Department Welfare	43	43	
3	Disability pension	Social Department Welfare	23	23	
4	Status under Munting Mukh	Social Department Welfare			
5	Status under weeding Mukh	Social Department Welfare			
6	Equipment's provided to specially skilled persons (implants, tricycles etc.)	Social Department Welfare	2	2	
7	Digital Services provided	IT / BDO / CSC			
8	Kisan Kisan	Agriculture Department	(82 Residue)		
9	Kisan credit card	Agriculture Department	581	195	Low level of awareness
10	PM Kisan Sammanidhi	Agriculture Department	255	225	Low level of awareness
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc.)	Employment Department			
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department			
13	JRM Implementation	Jai Shakti Department	500	500	
	I. No of Household provided FHTC				
	II. Har Ghar Jai village(s) certified (No.)				
14	No of Households electrified	PDD	400	300	
15	PNAY - Gramin	RDD& PR			
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR			
17	ODF Plus villages (No)	RDD& PR			
18	Targeted Sock pit completed	RDD& PR			
19	JKRLM:	RDD& PR			
	I. Number of Self Help Groups formed				
	II. Number of Households involved				
20	Land Passbook Saturation	Revenue Department	232	232	
21	Pending Mutations	Revenue Department	26	26	
22	Domicile Certificates	Revenue Department	3160	3025	135 Not applied
23	Persons identified drug addicts	BDO/ Sarpanch			
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch			
25	Drugs Addicts rehabilitated	BDO/ Sarpanch			
26	Golden Health Card under Ayushman Bharat	Health Department	50		
27	Janani suraksha yojana	Health Department	12		
28	Status under Anaemia Mukh	Health Department	80		
29	Status under Leprosy Mukh	Health Department	2		
30	Number of Ayushman Melas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department			
31	Number of Ayushman Sabas held	Health Department			
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			

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Schedule-IV
(FIELD VISITS IN THE PANCHAYAT)

Health Institutions:

S. No	Particulars	Status
1	Name of Health Institutions	NPHC Tachikura
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff	
	a) Doctor	
	b) Paramedical	
4	No of patients attended during the month	112
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)	18
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	Nmo 6
2	Type of building (Govt./ Private)	Govt
3	Availability of Staff as per sanctioned strength	-12
4	Enrolment of the School	
	a) Boys	-200
	b) Girls	
5	Availability of play ground	Y
6	Availability of drinking water	Y
7	Availability of electricity	Y
8	Availability of functional toilets	Y
9	Activities undertaken under 'My School My Pride'	
10	Other	
11	Remarks of the Visiting Officer	

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Ward No 8
2	Number of children enrolled a) Boys b) Girls	- 7
3	Status of Building (Private/ Govt.)	
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	
12	Number of children wasted	
13	Any Other	
14	Remarks of the Visiting Officer	Working condition

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Ward 7
2	Government / Private	Govt
3	Name of the dealer (in case of Private)	Anil Verma
4	No of registered beneficiaries	350
5	No of beneficiaries drawing Ration from the store	250
6	Whether store is functioning through Aadhar biometric system	
7	Whether record/register maintained in the store	
8	Availability of ration	Y
9	Any Other	
10	Remarks of the Visiting Officer	

Bank/ Extension counter:		
S. No	Particulars	Status
1	Location of Bank/ Extension counter	J & K Green Bank, Naadi.
2	No of Accounts in the branch	11151
3	No of persons applied under various self-employment schemes	28. C (from 01-04-23).
4	No of cases sanctioned under various self-employment schemes	27. (from 01-04-2023)
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	26.
6	Availability of ATM	N/A
7	Any Other	
8	Remarks of the Visiting Officer	

VI. Amrit Sarovar:		
S. No	Particulars	Status
1	Location of Amrit Sarovar	Tasharwan
2	Condition of Amrit Sarovar	Good
3	Details of repair undertaken, if any	No
4	Utilization of Amrit Sarovar	Public use
5	Any Other	
6	Remarks of the Visiting Officer	Water logging

VII. Playground:		
S. No	Particulars	Status
1	Location of Playground	Tasharwan Nandya Vidyaly
2	Condition of Playground	
3	Utilization of Playground	For village activities
4	Any Other	
5	Remarks of the Visiting Officer	Need regular Maintenance

VIII. Partwarkhana:		
S. No	Particulars	Status
1	Location of Patwarkhana	Tasharwan
2	Government/ Private building	Govt
3	Land passbook saturation	
4	Pending mutations	
5	Any Other	
6	Remarks of the Visiting Officer	Ok condition

IX. PMAY House:

S. No	Particulars	Status
1	Location of PMAY House constructed	Nandi
2	Name of the beneficiary	Bhaskar Ram Bhagwan Das
3	Status of the house (completed/ in-use/ under-construction)	Completed
4	Any Other	
5	Remarks of the Visiting Officer	Good condition

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	At Nandi Bala
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	Commonly soak pit & compost pit
4	Any Other	
5	Remarks of the Visiting Officer	Just Built

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	No
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	✓ Y
2	Transport	✓ Y
3	Electricity	✓ Y
4	Drinking water	✓ Y
5	Cleanliness	✓ Y
6	Sports facility (Playground)	✓ Y
7	Any Other	

QUESTIONNAIRE FOR B2V5

Schedule-V
(AWARENESS/ EVENTS / INAGURATION)

EVENTS / 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	
	4. Discussions with PRI and Senior citizens	
B	5. Exhibitions	
	Sports Activities	
	1. Sports Event	
C	2. Distribution of sports kit	Head of TB
	Inaugurations (If any)	
	PMAY house	
	Segregation Sheds	
D	Amrit Sarovar	- Gnd condition
	JJM Assets	-
	Compost/ Soak Pits	- 15
	PMGSY / MGNREGA works	- 30
	Any other	-
E	Distribution of certificates	-
	Self Employment Schemes	-
	Land Pass books	Disputed
F	Any other	-
	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	Yes

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Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Poverty & Enhanced Livelihood village
2	Activities undertaken under the Theme (as per instruction manual)	Camps for poverty awareness & self employment
3	Status of activities undertaken	Ongoing
4	Visible impact of the Activities	Benefits people under BPL & APL
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP	3
7	Bottlenecks, if any, faced in the achievement of SDG Theme	1
8	Remarks of the Visiting Officer on the status SDG Theme	It needs Regular Inspection

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Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Road from Main Road To house near JNV school	
2	9 Transpoe each in Wno 6 & Wno 8	
3	Blacktop in Yashwanth Dax Wyan, Mill. Road JNV	
4	Road from Main Road To Sella	
5	A culvert To the Road from Main Road Bridge To Moh. JNV Sth	
B	Impact of B2V1 to B2V4	
1	People aware of various sches	
2	Awarage about Date & Birth certificate	
3		
4		
5		
C	Challenges in the Panchayat	
1	Waters scarcity	
2	Mosley problem they destroy crops	
3		
4		
5		
D	Suggestions if any	
1	Need playground in the panchayat	
2	Community hall need in panchayat	
3	Irrigation facility	
4		
5		

Demands - Link Road Moh Shah at Bala

- clear trashy of Mgmrepa
- Repare water pper in Panchat
- T/Road Moh Fajar Sth
- T/Road with Tile Moh Javir Sth
- Drain chud Hardey Kan.
- T/Road D chud Moh panch Jopde Sth
- Tile work like Repare Sth
- Tile work around pond - Bala Sth

QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1. BEST PERFORMING DEPARTMENTS	
1	1 RDP
2	2 Agriculture
3	3
2. LEAST RESPONSIVE DEPARTMENTS	
1	1 PHE
2	2
3	3

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	Monkey menace
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Playground, Drinky water
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)	need transport & water
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	Yes visiting officer stayed here for 2 days.

Signature of Sarpanch

Name... Nisha Devi...

Signature of the Visiting Officer

Name... Dr. Vicky Kumar...