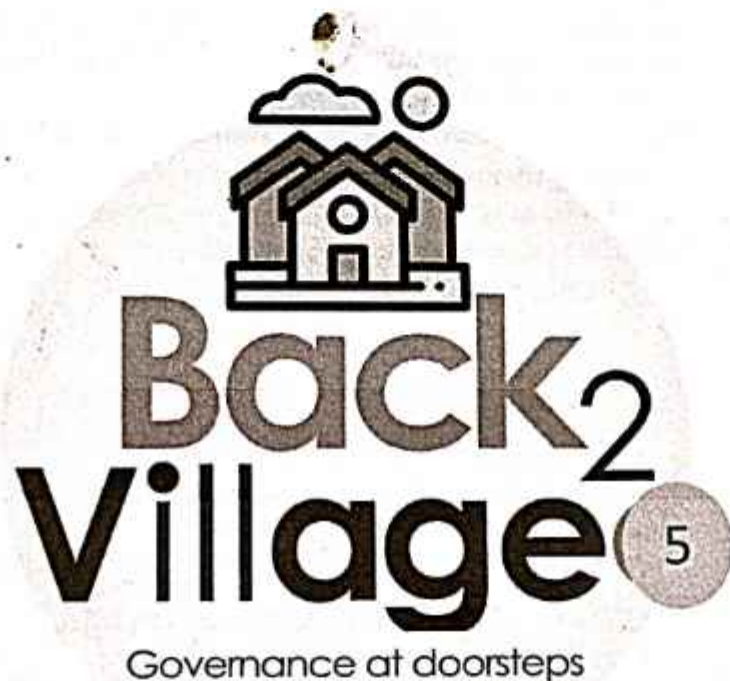


INSTRUCTION MANUAL FOR B2V5



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	VIJAY KUMAR VERMA
2	Designation	Sr. Lecturer
3	Department	School Education
4	Place of posting	CHSS Bakhra Nagar Jammu
5	Mobile No	9419133065
6	Email ID	qmandvijay012@gmail.com
7	Home District	Jammu
8	Dates of visit	14 Nov & 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	Ghatthal
2	Local Government Directory(LGD) code of the Panchayat	00496700
3	Name of CD Block	Maire Mandhian
4	Name of Tehsil	Maire Mandhian
5	Name of District	Jammu

C. Panchayat Profile:

S.No	Particulars	
1	No. of revenue villages in the Panchayat	04
2	No. of hamlets in the Panchayat	09
3	No. of households in the Panchayat	819
4	Population (approx) of the Panchayat	4000

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	Krishan Lal	JAO	P	
2	Education	Pardeep	Teacher	P	
3	Food, Civil Supplies and Consumer Affairs	—	—		
4	Forest	Chun Lal	Watchman	P	
5	Health and Medical Education	Sayin Kumar Arun Devi	NM PHW FM PHW	P P	
6	ICDS Department	Anju / Anshu	ANW	P, P	
7	Irrigation and Flood Control Department	—	—		
8	Jal Shakti Department	Tilak Raj / Rakesh	Asst Line	P P	
9	Power Development Department	Ankur Singh Akmal Kumar	AEE CP WORK	P P	
10	Public Works Department	Chagwan Das	Line man	P	
11	Revenue	Sahel / N. Tejinder	Patidar / NT	P P	
12	Rural Development and Panchayat Raj	Arun Singh			
13	Skill Development	—	—		
14	Social Welfare Department	Murad Ali	Jr Asst.	P	
15	Youth Services and Sports Department	—	—		
16	Others				
17					
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	- Govt.			
	b) New/need repair	Need Repair & renovation			
	II. Furniture (Y/N)	Y			
	III. Computer/printer (Y/N)	N			
	IV. Internet (Y/N)	N			
	V. Telephone (Y/N)	N			
	VI. Toilet (CSC/part of panchayat ghar) (Y/N)	Y			
	VII. Water (Y/N)	Y			
	VIII. Electricity (Y/N)	Y			
2	Educational institutes	No. of Schools	Enrollment	Teacher vacancies	Govt Building/ Private Building
	a) Kindergarten	01	11		- Govt.
	b) Primary	04	65		- Govt.
	c) Middle	02	101	02	- Govt.
	d) High	01	143	08	- Govt.
	e) Higher Secondary				
	f) College				
3	Anganwadi Centre	No. of Anganwari Centres	Total Children Enrolled	Helper / Worker vacancies	Govt Building/ Private Building
		07	205	06	Govt. Building
4	Healthcare facility	No. of sub centers	No of PHCs	No of health & wellness centers	No of Institute having Govt. building
		-	-	02	02
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	
		02	3600	Y	
12	Government offices- details, whether functional or not	No. of Govt Offices		Functional	
13	Amrit Sarovars - details, location, condition	Details	Location	Condition	Utilization
			06	Under process	
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Mahadev temple - an 500 yrs old as per villagers			
15	i. Whether Panchayat assets captured on e-Gram Sampda App (Y/N)				
	ii. Number of Asset captured				
	iii. Please mention assets	Furniture			
	1.				
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings- names, year of construction	Name	Year of construction		
		NA	NA		
17	List of Underutilized Buildings- names	Name	Year of construction		
		NA	NA		

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 PENDENCY
1	Old Age pension	Social Welfare Department	173	173	
2	Widow pension	Social Welfare Department	44	44	
3	Disability pension	Social Welfare Department	38	38	
4	Status under Stunting Mukht	Social Welfare Department	-	-	
5	Status under wasting Mukht	Social Welfare Department	-	-	
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Welfare Department	30	30	
7	Digital Services provided	IT/ BDO/ CSC			
8	Daksh Kisan	Agriculture Department			
9	Kisan credit card	Agriculture Department	608	466	verification
10	PM Kisan Sammannidhi	Agriculture Department	608	329	
11	Employment Saturation (PMEGP, Tejasvani, Mumkin, Mission Youth, Himayat, etc)	Employment Department	-	-	
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	-	-	
13	IJM Implementation	Jal Shakti Department			
	I. No of Household provided FHTC		819	720	costs
	II. Har Ghar Jal village(s) certified (No.)		-	-	
14	No of Households electrified	PDD		100%	
15	PMAY- Gramin	RDD& PR	32	32	under const.
16	SBM Gramin- IHHL functional (Household toilets)	RDD& PR	819	819	
17	ODF Plus villages (No)	RDD& PR	819	819	
18	Targeted Sock pit completed	RDD& PR	400	185	
19	JKRLM:	RDD& PR			
	I. Number of Self Help Groups formed		-	-	
	II. Number of Households involved		-	-	
20	Land Passbook Saturation	Revenue Department	1955	1955	
21	Pending Mutations	Revenue Department	-	-	
22	Domicile Certificates	Revenue Department	3900	3900	
23	Persons identified drug addicts	BDO/ Sarpanch	-	-	
24	Awareness camps for de-addiction conducted	BDO/ Sarpanch	(04) Y	Y (04)	
25	Drugs Addicts rehabilitated	BDO/ Sarpanch	Na	Na	
26	Golden Health Card under Ayushman Bharat	Health Department	9992	9992	
27	Janani suraksha yojana	Health Department	56	26	awaited
28	Status under Anaemia Mukht	Health Department	200	173	
29	Status under Leprosy Mukht	Health Department	-	-	
30	Number of Ayushman Melas organized at Health & Wellness centres /CHCs under Ayushman Bharat	Health Department	Weekly	Weekly	
31	Number of Ayushman Sabas held	Health Department	Weekly/Monthly	Weekly/Monthly	
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	
2	Type of building (Govt./ Private)	Gosham / Jakh
3	Availability of Staff a) Doctor b) Paramedical	Doctor (MLHP) FMPHW
4	No of patients attended during the month	129 / 155
5	Status of medicine availability	Y
6	Special medical camp held, if any	Diabetic / Yes by CMO - Screening camp
7	Status of Immunization	100%
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	A regular Doctor is needed at Health Centre Jakh. Health centre is well maintained. But Health centre at Gosham is in bad condition because of lack of basic needs.

II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	H/S Girattal
2	Type of building (Govt./ Private)	Govt.
3	Availability of Staff as per sanctioned strength	Not available as per sanctioned strength
4	Enrolment of the School a) Boys b) Girls	73 Boys 70 Girls - 143
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'	Y
10	Other	
11	Remarks of the Visiting Officer	The school is without DDO and understaff. MS Nore Building is in bad condition and insufficient for students enrolment. The school has only 3 class rooms for 8 classes.

III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwari center	Tafh
2	Number of children enrolled	
	a) Boys 09	21
	b) Girls 12	
3	Status of Building (Private/ Govt.)	Pvt.
4	Availability of Helper/ worker	Y
5	Maintenance of record of children	Y
6	Availability of sufficient ration	Y
7	Availability of timely Ration	Y
8	Availability of Functional toilet	Y
9	Availability of tap connection	- N
10	Availability of electricity connection	Y
11	Number of children stunted	
12	Number of children wasted	
13	Any Other	
14	Remarks of the Visiting Officer	Anganwari worker asking for govt building so as to avoid frequent shifting

IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Goshan / Nore
2	Government / Private	Pvt.
3	Name of the dealer (in case of Private)	Karem chand / Ramesh
4	No of registered beneficiaries	1200 + 1200
5	No of beneficiaries drawing Ration from the store	1300 + 2300
6	Whether store is functioning through Aadhar biometric system	Y
7	Whether record/register maintained in the store	Y
8	Availability of ration	Y
9	Any Other	
10	Remarks of the Visiting Officer	CAPD stores are functional.

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	Vill. Harka Harkison
2	No of Accounts in the branch	
3	No of persons applied under various self-employment schemes	710
4	No of cases sanctioned under various self-employment schemes	16
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	13
6	Availability of ATM	Y
7	Any Other	-
8	Remarks of the Visiting Officer	Branch is catering the whole Block efficiently

VI. Amrit Sarovar:

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

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	NO
2	Condition of Playground	
3	Utilization of Playground	
4	Any Other	
5	Remarks of the Visiting Officer	There is no playground in the Panchayat. Land is identified in Vill. Nore for the playground.

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Patwarkhana	Rehani Jagmatal.
2	Government/ Private building	- Govt.
3	Land passbook saturation	100%
4	Pending mutations	NA
5	Any Other	-
6	Remarks of the Visiting Officer	

IX. PMAY house:

S. No	Particulars	Status
1	Location of PMAY house constructed	Jakli, Gisham, Arettal, Nore
2	Name of the beneficiary	32
3	Status of the house (completed/ in-use/ under-construction)	under process
4	Any Other	
5	Remarks of the Visiting Officer	PMAY house are allotted to 32 beneficiaries. 1st installment is released so far.

X. Soak pits/Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Entire Pyl.
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	105 Soak Pits 225 Composit Pits are completed
4	Any Other	
5	Remarks of the Visiting Officer	Visited some spots and observed.

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	Arettal
2	No of online services provided by the CSC	10
3	No of persons approached for services	30 per day.
4	Any Other	
5	Remarks of the Visiting Officer	CSC Centre provides almost all services except Aadhar registration.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Road connectivity is very poor
2	Transport	least facility
3	Electricity	good
4	Drinking water	normal
5	Cleanliness	good
6	Sports facility (Playground)	No play ground.
7	Any Other	

Due to poor road connectivity & transportation people are suffering alot.

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	Nil
	2. Skits, Songs, Dramas	Nil
	3. Local Folk programme / Show	Nil
	4. Discussions with PRI and Senior citizens	Yes
	5. Exhibitions	Nil
B	Sports Activities	
	1. Sports Event	Nil
	2. Distribution of sports kit	Nil
C	Inaugurations (If any)	
	PMAY house	Y
	Segregation Sheds	Y
	Amrit Sarovar	Y
	JJM Assets	N
	Compost/ Soak Pits	Y
	PMGSY / MGNREGA works	N
	Any other	
D	Distribution of certificates	N
	Self Employment Schemes	Y
	Land Pass books	Y
	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	People in general were aware about various flagship programs.

Personnel from Animal Husbandry, Agriculture, Bank educate people about various available schemes.

QUESTIONNAIRE FOR B2V5

Schedule-VI
(SDG THEME ADOPTED BY THE PANCHAYAT)

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Clean and Green Village
2	Activities undertaken under the Theme (as per instruction manual)	People were aware about waste management
3	Status of activities undertaken	-
4	Visible impact of the Activities	Dustbins in every ward is installed
5	Have Gram Panchayat Development Plan (GPDP) prepared and uploaded	-
6	How many activities of SDG have been covered under GPDP	-
7	Bottlenecks, if any, faced in the achievement of SDG Theme	almost cleared, no of soak/compost pits are under process
8	Remarks of the Visiting Officer on the status SDG Theme	People in general were aware about the use of renewable energy.

QUESTIONNAIRE FOR B2V5

Schedule-VII
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
	1	tile work
	2	spnls lat
	3	
	4	
	5	
B	Impact of B2V1 to B2V4	
	1	not visible
	2	
	3	
	4	
	5	
C	Challenges in the Panchayat	
	1	no development/public demands entertained
	2	
	3	
	4	
	5	
D	Suggestions if any	
	1	tyr deserves some development
	2	
	3	
	4	
	5	

QUESTIONNAIRE FOR B2V5

Schedule-VIII

i. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS

1	BEST PERFORMING DEPARTMENTS
1	Health
2	Revenue
3	Education / Agriculture / Animal Husbandry
2	LEAST RESPONSIVE DEPARTMENTS
1	PHE
2	Skill development
3	Transport

ii. FEEDBACK ON UT INITIATIVES

People are optimistic. They have faith on the Govt and its initiatives. They hope their grievances would be mitigated soon.

iii. GENERAL ASSESSMENT OF THE VISTING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	1. Road Connectivity 2. Water supply 3. Street Lights.
2	Major/ urgent public demands that was/ were reflected earlier but have not been addressed so far:	Road connectivity in the whole Pdt is very poor. People have to walk on foot many times as there are no roads.
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 Pdt is totally neglected in respect of connectivity & transportation. People fail to reach at the flagship programs. Immediate road connectivity & transportation is needed
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	05
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	It is certified that Sh. Vijay Kumar S. Lecturer, visiting officer B2V5 stayed in the Pdt for 2 days

Signature of Sarpanch

Name... Sh. Nit & Harne.

Signature of the Visiting Officer

Name... Vijay Kumar Verma