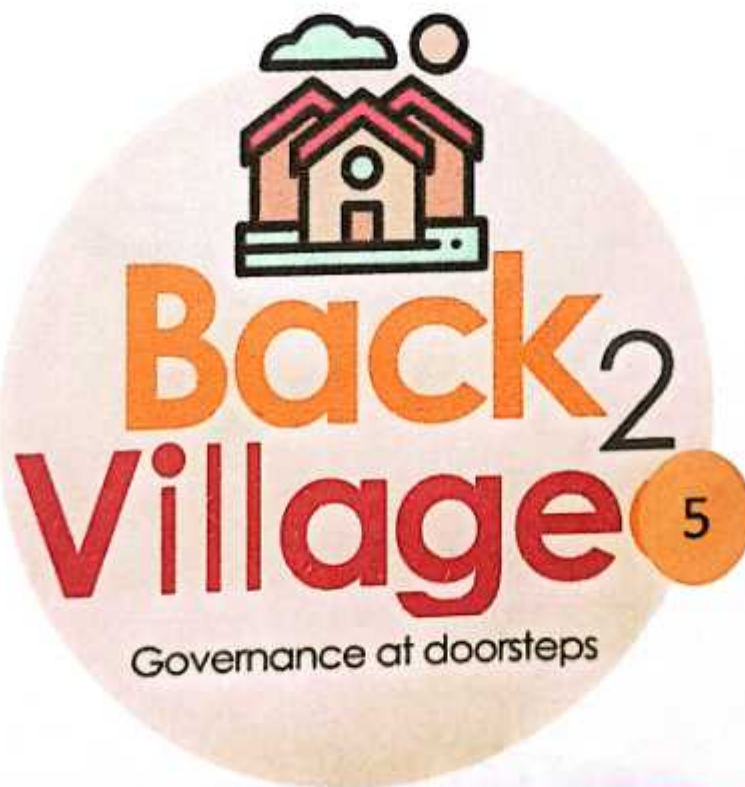


# Galwampora

## 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
2	Designation
3	Department
4	Place of posting
5	Mobile No
6	Email ID
7	Home District
8	Dates of visit

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
2	Local Government Directory(LGD) code of the Panchayat
3	Name of CD Block
4	Name of Tehsil
5	Name of District

## C. Panchayat Profile:

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

# 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	Zahida Bano	JASO	Present	Latent
2	Education	Mohd Yousuf Hani	Shro Kuper	Present	
3	Food, Civil Supplies and Consumer Affairs	Gh. Nisha Bhat	Forest Guard	P	
4	Forest	Nigat Ara	Superior	P	
5	Health and Medical Education	Gh. Rashed Farid	Wt Superior	P	
6	ICDS Department	Khazim Moud 7145	Wt Superior	P	
7	Irrigation and Flood Control Department	YK Meena	J.E	P	
8	Jal Shakti Department	Tanveer Hussain	Deputy	P	
9	Power Development Department	Mohd Anis	J.E/T	P	
10	Public Works Department	Anwar Manzoor	Woker	P	
11	Revenue	SS. H. Yousuf Khan	Manager	P	
12	Rural Development and Panchayat Raj	M. Shafi Bhat	NIM	P	
13	Skill Development	Imran Nigis	Headmaster	P	
14	Social Welfare Department				
15	Youth Services and Sports Department				
16	Others				
17	Socioculture				
18	Horticulture				
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. building			
b)	New/need repairs	New			
II.	Furniture (Y/N)	Yes			
III.	Computer/printer (Y/N)	No			
IV.	Internet (Y/N)	No			
V.	Telephone (Y/N)	No			
VI.	Toilet (CSC/part of panchayat ghar) (Y/N)	No			
VII.	Water (Y/N)	No			
VIII.	Electricity (Y/N)	No			
2	Educational institutes	No. of Schools	Enrollment	Teacher Vacancies	Govt Building/ Private Building
a)	Kindergarten	02	28 & 1949	01	Private building
b)	Primary	01	120	01	Private building
c)	Middle	01	68	01	Private building
d)	High	01	75	01	Private building
e)	Higher Secondary	Nil	Nil	Nil	Private building
f)	College	Nil	Nil	Nil	Private building
3	Anganwadi Centre	No. of Anganwadi Centres	Total Children Enrolled	Helped 2 Women	Govt Building/ Private Building
		06	220	Nil	Private building
4	Healthcare facility	No. of sub-centres	No. of PHCs	No. of health & wellness centres	No. of centres having Govt. building
		06	01	0	Private building
5	Bank branch (Y/N)	No			
6	Availability of ATM (Y/N)	No			
7	Khidmat center / CSC (Y/N)	No			
8	Patwar khana (Y/N)	No			
9	Village haat (Y/N)	No			
10	Playground (Y/N)	No			
11	Ration shop (Y/N)	No. of Ration Shop	No. of Registered Beneficiaries	Connected with online biometric system or not	
		01	360	Yes	
12	Government offices - details, whether functional or not	No. of Govt offices		Functional	
		01		Functional	
13	Amrit Sarovars - details, location, condition	Details		Functional	
		01		Functional	
14	Uniqueness of Panchayat in terms of tourism, culture, heritage, potential, etc	Location	Condition	Utilization	
		01	01	01	
15	i. Whether Panchayat assets captured on e-Gram Sampda App (Y/N)	No			
	ii. Number of Asset captured	Nil			
	iii. Please mention assets	N.A			
	1.				
	2.				
	3.				
	4.				
	5.				
16	List of Incomplete Buildings - names, year of construction	Nil			
17	List of Underutilized Buildings - names	Nil			

# QUESTIONNAIRE FOR B2V5

Schedule-III

(STATUS OF IMPLEMENTATION OF SCHEMES IN THE PANCHAYAT)

Sl. No.	NAME OF THE SCHEME	DEPARTMENT	TOTAL / TARGET BENEFICIARIES / PERSONS IN THE VILLAGE		REASON FOR DELAY
			Actual	Target	
1	Old Age pension	Social Department	256	256	
2	Widow pension	Social Department	06	06	Complete
3	Disability pension	Social Department	06	06	Complete
4	Status under Stunting Mukht	Social Department	01	01	Complete
5	Status under wasting Mukht	Social Department	01	01	Complete
6	Equipment's provided to Specially abled persons (implants, tricycles etc)	Social Department	01	01	Complete
7	Digital Services provided	IT / BDO / CSC	03	03	Complete
8	Daksh Kisan	Agriculture Department	350	350	100 has been taken
9	Kisan credit card	Agriculture Department	434	434	310 has been taken
10	PM Kisan Sammanidhi	Agriculture Department	434	434	335 has been taken
11	Employment Saturation (PHEGP, Tojassan, Munkin, Mission Youth, Himmat, etc)	Employment Department	434	434	335 has been taken
12	Primary Agriculture Credit Society (PACS) formation	Cooperative Department	Nil	Nil	Nil
13	JAM Implementation	Jal Shakti Department	450	450	450
	I. No of Household provided FRTC		450	450	450
	II. Har Ghar Jal village(s) certified (No.)		450	450	450
14	No of Households electrified	PDO	450	450	450
15	PMAY - Gramin	RDGS PR			
16	SBM Gramin - IHHL functional (Household tolets)	RDGS PR			
17	ODF Plus villages (No)	RDGS PR			
18	Targeted Sock pit completed	RDGS PR	321	321	321
19	JKRLM	RDGS PR	Nil	Nil	Nil
	I. Number of Self Help Groups formed		Nil	Nil	Nil
	II. Number of Households involved		825	825	825
20	Land Passbook Saturation	Revenue Department	825	825	825
21	Pending Mutations	Revenue Department	100	100	100
22	Domicile Certificates	Revenue Department	100	100	100
23	Persons identified drug addicts	BOO / Sarpanch	Nil	Nil	Nil
24	Awareness camps for de-addiction conducted	BOO / Sarpanch	Nil	Nil	Nil
25	Drugs Addicts rehabilitated	BOO / Sarpanch	Nil	Nil	Nil
26	Golden Health Card under Ayushman Bharat	Health Department	4500	4500	4500
27	Janani suraksha yojana	Health Department	42	42	42
28	Status under Anaemia Mukht	Health Department	Nil	Nil	Nil
29	Status under Leprosy Mukht	Health Department	Nil	Nil	Nil
30	Number of Ayushman Melas organized at Health & Wellness centres / CHCs under Ayushman Bharat	Health Department	02	02	02
31	Number of Ayushman Abas held	Health Department	Nil	Nil	Nil
32	Out of School Children brought to Schools	School Department	04	04	04
33	Number of students still out of Schools	School Department	03	03	03
34	Persons educated through bridge courses	School Department	Nil	Nil	Nil
35	Household using clean cooking fuel (LPG)	PCS & CA	300	300	300

- Horticulture: 04 Govt. health cards  
Daksh Kisan: 18 Panchayat.



# 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)	Sub Centre (NTPHC)
3	Availability of Staff	Private
	a) Doctor 01	
	b) Paramedical 02	
4	No of patients attended during the month	125
5	Status of medicine availability	Y.
6	Special medical camp held, if any	N
7	Status of Immunization	Y.
8	Participation of health worker in Village Health and Nutrition Day	Y.
9	Institutional deliveries in Panchayat (Current Year)	42.
10	Non- Institutional deliveries in Panchayat (Current Year)	mi
11	Other	
12	Remarks of the Visiting Officer	

## II. Education Institutions:

S. No	Particulars	Status
1	Name of Education Institutions	Primary / Middle / H.S
2	Type of building (Govt. / Private)	Private
3	Availability of Staff as per sanctioned strength	No.
4	Enrolment of the School	
	a) Boys 111	OK
	b) Girls 152	OK
5	Availability of play ground	N
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'	No.
10	Other	
11	Remarks of the Visiting Officer	

## III. Anganwari Center:

S. No	Particulars	Status
1	Location of Anganwaricenter	Gulabnagar / C.K. Nagar / C. B. Nagar
2	Number of children enrolled	
	a) Boys 84	NM
	b) Girls 186	PL
3	Status of Building (Private / Govt.)	Private
4	Availability of Helper / worker	Worked not available in Gulabnagar. B & C.K. Nagar
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	Y
10	Availability of electricity connection	Y
11	Number of children stunted	mi
12	Number of children wasted	mi
13	Any Other	
14	Remarks of the Visiting Officer	

## IV. CAPD Store:

S. No	Particulars	Status
1	Location of CAPD Store	Hafan Miller Gulabnagar
2	Government / Private	Private
3	Name of the dealer (in case of Private)	Hand Y. S. Nagar
4	No of registered beneficiaries	300
5	No of beneficiaries drawing Ration from the store	300
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	Some house hold are taking their ration from Gulabnagar Ration Depot

V. Bank/ Extension counter:

S. No	Particulars	Status
1	Location of Bank/ Extension counter	NIL K.C. Bhowmik
2	No of Accounts in the branch	NIL 2345
3	No of persons applied under various self-employment schemes	NIL 152
4	No of cases sanctioned under various self-employment schemes	130
5	No of cases in whose favour Loan has been disbursed under various self-employment schemes	117
6	Availability of ATM	<del>NO</del> NO
7	Any Other	in the same way
8	Remarks of the Visiting Officer	ATM Installation Requested has not been considered yet date by J.K. Bhowmik

VI. Amrit Sarovar:

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

VII. Playground:

S. No	Particulars	Status
1	Location of Playground	Chowdhury Dargah
2	Condition of Playground	Good
3	Utilization of Playground	Yes
4	Any Other	N.A.
5	Remarks of the Visiting Officer	

VIII. Partwarkhana:

S. No	Particulars	Status
1	Location of Partwarkhana	Gulwan Pora / Nagrullah Pora.
2	Government/ Private building	Govt. Building
3	Land passbook saturation	Distribution Govt.
4	Pending mutations	10% 5% (Disputed mutations pending)
5	Any Other	NIL
6	Remarks of the Visiting Officer	

IX. PMAY house:

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

X. Soak pits/ Compost pits:

S. No	Particulars	Status
1	Location of Soakpits/ compost pits	Tendered but not work done
2	Name of the beneficiaries	
3	Status of the Soakpits/ compost pits (completed/ in-use/ under-construction)	in use
4	Any Other	
5	Remarks of the Visiting Officer	

XI. Khidmatcenter / CSC:

S. No	Particulars	Status
1	Location of Khidmatcenter/ CSC counter	NO
2	No of online services provided by the CSC	N.A.
3	No of persons approached for services	N.A.
4	Any Other	
5	Remarks of the Visiting Officer	ATM Installation in the PH has been demanded.

XII. Observation of field officer on basic amenities:

S. No	Particulars	Observations
1	Connectivity Road	Yes
2	Transport	Private
3	Electricity	Yes
4	Drinking water	Yes
5	Cleanliness	Yes
6	Sports facility (Playground)	Yes
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
	2. Skits, Songs, Dramas	2
	3. Local Folk programme / Show	2
	4. Discussions with PRI and Senior citizens	2
	5. Exhibitions	2
B	Sports Activities	
	1. Sports Event	2
	2. Distribution of sports kit	2
C	Inaugurations (If any)	
	PMAY house	2
	Segregation Sheds	2
	Amrit Sarovar	2
	JJM Assets	2
	Compost/ Soak Pits	2
	PMGSY / MGNREGA works	2
	Any other	2
D	Distribution of certificates	2
	Self Employment Schemes	2
	Land Pass books	2
	Any other	2
E	Awareness generation on digital services, transparency, Corruption Free, NashaMukt Bharat, Viksit Bharat(Mobile Van) and Flagship Schemes given in the instruction manual	2

# QUESTIONNAIRE FOR B2V5

Schedule-VI  
(SDG THEME ADOPTED BY THE PANCHAYAT)

Sustainable Devp - Goals

S. No	Particulars	Status
1	SDG Theme adopted by the Panchayat	Theme 07
2	Activities undertaken under the Theme (as per instruction manual)	NO, Some activities are as per theme
3	Status of activities undertaken	All activities have not been taken some have been completed.
4	Visible impact of the Activities	Not all, but some activities have visible impact as per theme.
5	Have Gram Panchayat Development Plan (GDP) prepared and uploaded	Yes
6	How many activities of SDG have been covered under GDP	03
7	Bottlenecks, if any, faced in the achievement of SDG Theme	Work plan formulated by GP is not as per theme requirement
8	Remarks of the Visiting Officer on the status SDG Theme	Awareness about SDG theme is required also line Depts. have to take active part in GDP plan formulation with Gram Panchayat.

# QUESTIONNAIRE FOR B2V5

Schedule-VII  
(IMPACT OF B2V1 TO B2V4 PHASES)

S. No	Particulars	Status
A	Demands/ Grievances addressed by the Administration	
1	Upgradation of health & welfare center	
2	Improvement in electricity infrastructure by PDS	
3	Improvement in roads (Sindhar) by RDO	
4	Development of play field by PDS	
5	Development of various surface drains	
B	Impact of B2V1 to B2V4	
1	People are hopeful, their demands will be considered for redressal	
2	of grievances. Some demands have been addressed for in the interest of general public interest.	
C	Challenges in the Panchayat	
1	Completion of construction of building of G. High School	
2	Upgradation of link roads as per requirement	
3	De-billing of water connections khalas of Panchayat	
4	Installation of electric poles & conduits	
5	Installation, furnishing, electricity, water, supply to Panchayat Office	
D	Suggestions if any	
1	Line departments require to be apprised about the grievances of the Panchayat Village without any delay so that genuine and long pending demands are taken up to address the grievances.	

# QUESTIONNAIRE FOR B2V5

Schedule-VIII

I. OVERALL PERCEPTION OF FUNCTIONING OF GOVERNMENT DEPARTMENTS		
1	BEST PERFORMING DEPARTMENTS	
1	RDO	PDS
2	Agriculture	Dept.
3	Social welfare	Dept.
2	LEAST RESPONSIVE DEPARTMENTS	
1	Irrigation	
2	Youth Services & study	
3	Transport Department	

## II. FEEDBACK ON UT INITIATIVES

This outlines of UT administration have given people hope as have their voices heard and get their issues/problems solved without any difficulty.

## III. GENERAL ASSESSMENT OF THE VISITING OFFICER

S. No	Particulars	Status
1	Any major complaint brought to the notice of the Visiting Officer	
2	Major/urgent public demands that was/ were reflected earlier but have not been addressed so far	Mentioned/available at page No. 13A
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)	of the booklet
4	Overall Rating of Govt functioning as given by the Panchayat (Scale of 0 to 10)	(08) Eight
5	Certificate from Sarpanch that the visiting officer has stayed in the panchayat for 2 days	enclosed

Signature of Sarpanch  
Name: MOHD. SWAMI DAR  
Panel: Sundarapur  
Block: Sundarapur Dist. Budgam

Signature of the Visiting Officer  
Name: MEHAR DIN  
Post: Secretary  
Dept of Panchayats, Govt of J&K  
Page 13 of 13



	<b>Any major complaint brought to the notice of Visiting Officer</b>
i)	Non-completion of construction of building for Govt. High School Galwanpora.
ii)	De-silting/dredging of Irrigation kulhs of Panchayat Halqa are not undertaken by Irrigation Department
iii)	Non-availability of public transport and erratic power supply
	<b>Major/urgent public demands that was/were reflected earlier but have not been addressed so far:</b>
i)	Non-completion of construction of building for Govt. High School Galwanpora
ii)	Providing of public transport facility/sumo service from Budgam to Galwanpora
iii)	Clubbing of Govt. Primary School Chowderi bagh and Chak Kali Khan
iv)	Establishing of Veterinary Centre in the Panchayat Halqa
iv)	Providing of ATM facility by J&K Bank Limited in the Panchayat Halqa.
	<b>Overall assessment of the visit and suggestions: (The Visiting Officer to ensure that the overall assessment is recorded in details alongwith concrete suggestions):-</b>
1.	Completion of construction building for Govt. High School Galwanpora, ( under construction since 2018) is required in the interest of students.
2.	Public Transport Facility/Sumo service of Panchayat Halqa has been discontinued. The same is required to be restored at an earliest in the public interest.
3.	Irrigation kulhs(Sekh kulh, Gamkulh etc..) of the Panchayat Halqa have been blocked due to encroachments/soil erosion at various places, especially at Jelipora Masjid by residents which is required to be looked into (dredging/de-silting) on priority basis in order to protect water logging/inundation of area during rainy season.
4.	Damaged electric poles and conductors are required to be replaced in the Panchayat Halqa, Installation of additional transformer of 63KW and lighting system requires to be installed at common area.
5.	Construction of Circular Road from Chowderi Bagh to Galwanpora via Chak Kali Khan and also macdemization of some interior link roads at Haripora, Eidgah Mohalla, Chowderi Bagh abd Chak Kali Khan is required as the inhabitants are facing difficulties in absence of the same.
6.	Construction of Office building for existing NTPHC and all Govt. Schools on Govt. land (Kahchari land) available near Panchayat Garh, measuring approx. 70 Kanals is required.
7.	Providing of ATM facility by J&K Bank Limited is required in the Panchayat Halqa.
8.	CAPD Ration Depot of half of the households of Panchayat Halqa has been shifted to Sebdan from 2021 which is required to be restored back at the Panchayat Halqa in the interest of general public.
9.	In order to provide training to unskilled persons, opening of Handicrafts Training Centre is required in P. Halqa which will not only generates employment but will also help in preserving our cultural heritage.
10.	Change of administrative control of NTPC, Galwanpora from CMO Srinagar to CMO Budgam is required, as the Panchayat Halqa falls under the jurisdiction of Block Soibug, Tehsil Budgam of District Budgam.
11.	Construction of drainages from Masjid Sharief Chak Kali Khan upto house of Ab. Majid Khan is required, as the area remain in-undated during raining days in absence of drainage system.
12.	Construction of retaining walls of Sekh Kulh near Islamic Education Institute Galwanpora upto House of Habib Ullah Ganai is required, as the compound wall of IEI has been damaged in absence of the same.
13.	The above mentioned issues from Sr.No.01 to 12 are observed/captured during 82V 5 <sup>th</sup> interaction /tour of Panchayat Halqa. The frontline workers were present and the response from citizens/public was not upto expectation. Panchayat Halqa Galwanpora requires attention of the District Administration in order to redress the genuine and long pending demands of the public. Even sports, transport, irrigation, education, road, electricity, health and drinking water sectors are not having latest equipments/infrastructure upto mark, which results in lack of development in the Halqa. The comprehensive and holistic development of the Panchayat Halqa can be achieved by prioritizing the basic needs of the public.
14.	
	Enclosures:- Representations(01 leaves), Certificate of Sarpanch PH Galwanpora (01 leaf) and Attendance sheet of Frontline workers (04 leaves)= 06

(13 A)

*[Handwritten signature]*  
*[Handwritten text: Sarpanch PH Galwanpora]*