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# **Instructions to Field Staff**

## **Volume-I**

**Design, Concepts, Definitions and Procedures**

**SOCIO-ECONOMIC SURVEY**

**NSS 64<sup>th</sup> ROUND**  
**(JULY 2007 - JUNE 2008)**



**National Sample Survey Organisation**  
**Ministry of Statistics and Programme Implementation**  
**Government of India**

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## Chapter One

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### Introduction: Concepts, Definitions and Procedures

#### 1.0 Introduction

1.0.1 The National Sample Survey (NSS), set up by the Government of India in 1950 to collect socio-economic data employing scientific sampling methods, will start its sixty-fourth round from 1<sup>st</sup> July 2007. The survey will continue up to 30<sup>th</sup> June 2008.

#### 1.1 Outline of Survey Programme

1.1.1 **Subject Coverage:** The 64<sup>th</sup> round (July 2007-June 2008) of NSS is earmarked for survey on 'Employment-Unemployment and Migration', 'Participation and expenditure in Education' and 'Household Consumer Expenditure'. NSS 55<sup>th</sup> round (July 1999 – June 2000) and 49<sup>th</sup> round (January – June 1993) were the two latest rounds where migration was taken up as one of the subjects. Detailed information on education was collected for the last time in NSS 52<sup>nd</sup> round (July 1995 – June 1996), prior to which such information were collected during the 47<sup>th</sup> round of NSS (July – December 1991).

1.1.2 **Geographical coverage:** The survey will cover the whole of the Indian Union *except* (i) Leh (Ladakh) and Kargil districts of Jammu & Kashmir (for central sample), (ii) interior villages of Nagaland situated beyond five kilometres of the bus route and (iii) villages in Andaman and Nicobar Islands which remain inaccessible throughout the year.

1.1.3 **Period of survey and work programme:** The period of survey will be of one year duration starting on 1<sup>st</sup> July 2007 and ending on 30<sup>th</sup> June 2008. The survey period of this round will be divided into four sub-rounds of three months' duration each as follows:

- sub-round 1 : July - September 2007
- sub-round 2 : October - December 2007
- sub-round 3 : January - March 2008
- sub-round 4 : April - June 2008

In each of these four sub-rounds equal number of sample villages/ blocks (FSUs) will be allotted for survey with a view to ensuring uniform spread of sample FSUs over the entire survey period. Attempt should be made to survey each of the FSUs during the sub-round to which it is allotted. *Because of the arduous field conditions, this restriction need not be strictly enforced in Andaman and Nicobar Islands, Lakshadweep and rural areas of Arunachal Pradesh and Nagaland.*

1.1.4 **Schedules of enquiry:** During this round, the following schedules of enquiry will be canvassed:

- Schedule 0.0 : list of households
- Schedule 10.2 : employment & unemployment and migration particulars
- Schedule 25.2 : participation and expenditure in education
- Schedule 1.0 : household consumer expenditure

**1.1.5 Participation of States:** In this round all the States and Union Territories except Andaman & Nicobar Islands, Chandigarh, Dadra & Nagar Haveli and Lakshadweep are participating. The following is the matching pattern of the participating States/ UTs.

Nagaland (U)	: triple
J & K , Manipur & Delhi	: double
Goa, Maharashtra (U)	: one and half
Gujarat	: less than equal
Remaining States/ UTs	: equal

## 1.2 Contents of Volume I

1.2.0 The present volume contains five chapters. Chapter one, besides giving an overview of the whole survey operation, discusses the concepts and definitions of certain important technical terms to be used in the survey. It also describes in detail the sample design and the procedure of selection of households adopted for this round. Instructions for filling in Schedule 0.0, Schedule 10.2, Schedule 25.2 and Schedule 1.0 are given in Chapters Two to Five respectively.

### 1.3 Sample Design

**1.3.1 Outline of sample design:** A stratified multi-stage design has been adopted for the 64<sup>th</sup> round survey. The first stage units (FSU) will be the 2001 census villages (Panchayat wards in case of Kerala) in the rural sector and Urban Frame Survey (UFS) blocks in the urban sector. However, for the newly declared towns and out growths (OGs) in census 2001 for which UFS has not yet been done, each individual town/ OG will be considered as an FSU. The ultimate stage units (USU) will be households in both the sectors. In case of large FSUs i.e. villages/ towns/ blocks requiring hamlet-group (hg)/ sub-block (sb) formation, one intermediate stage will be the selection of two hgs/ sbs from each FSU.

**1.3.2 Sampling Frame for First Stage Units:** *For the rural sector*, the list of 2001 census villages (Panchayat wards for Kerala) will constitute the sampling frame. *For the urban sector*, the list of latest available Urban Frame Survey (UFS) blocks and for non-UFS towns list of such towns/ OGs will be considered as the sampling frame.

**1.3.3 Stratification:** Within each district of a State/ UT, generally speaking, two basic strata will be formed: i) rural stratum comprising of all rural areas of the district and (ii) urban stratum comprising of all the urban areas of the district. However, within the urban areas of a district, if there are one or more towns with population 10 lakhs or more as per population census 2001 in a district, each of them will form a separate basic stratum and the remaining urban areas of the district will be considered as another basic stratum. For a few districts, particularly in case of Tamil Nadu, if total number of towns in the district for which UFS is not yet done exceeds certain number, all such towns taken together will form another basic stratum. Otherwise, they will be merged with the UFS towns for stratification.

### 1.3.4 Sub-stratification:

**1.3.4.1 Rural sector:** If 'r' be the sample size allocated for a rural stratum, the number of sub-strata formed will be 'r/4'. The villages within a district as per frame will be first arranged in ascending order of population. Then sub-strata 1 to 'r/4' will be demarcated in

such a way that each sub-stratum will comprise a group of villages of the arranged frame and have more or less equal population.

**1.3.4.2 Urban sector:** If 'u' be the sample size for a urban stratum, 'u/4' number of sub-strata will be formed. The towns within a district, except those with population 10 lakhs or more and also the non-UFS towns, will be first arranged in ascending order of population. Next, UFS blocks of each town will be arranged by IV unit no. × block no. in ascending order. From this arranged frame of UFS blocks of all the towns, 'u/4' number of sub-strata will be formed in such a way that each sub-stratum will have more or less equal number of FSUs.

For towns with population 10 lakhs or more, the urban blocks will be first arranged by IV unit no. × block no. in ascending order. Then 'u/4' number of sub-strata will be formed in such a way that each sub-stratum will have more or less equal number of blocks.

All non-UFS towns taken together within the district will form one sub-stratum.

**1.3.5 Total sample size (FSUs):** 12688 FSUs for central sample and 13624 FSUs for state sample have been allocated at all-India level.

**1.3.6 Allocation of total sample to States and UTs:** The total number of sample FSUs is allocated to the States and UTs in proportion to population as per census 2001 subject to a minimum sample allocation to each State/ UT. While doing so, the resource availability in terms of number of field investigators has been kept in view.

**1.3.7 Allocation of State/ UT level sample to rural and urban sectors:** State/ UT level sample is allocated between two sectors in proportion to population as per *census 2001* with 1.5 weightage to urban sector subject to the restriction that urban sample size for bigger states like Maharashtra, Tamil Nadu etc. should not exceed the rural sample size. A minimum of 8 FSUs is allocated to each state/ UT separately for rural and urban areas. Further the State level allocation for both rural and urban have been adjusted marginally in a few cases to ensure that each stratum gets a minimum allocation of 4 FSUs.

The sample sizes by sector for each State/ UT are given in Table 1 at the end of this Chapter.

**1.3.8 Allocation to strata:** Within each sector of a State/ UT, the respective sample size will be allocated to the different strata in proportion to the stratum population as per census 2001. Allocations at stratum level will be adjusted to a multiple of 4 with a minimum sample size of 4.

**1.3.9 Selection of FSUs:** From each sub-stratum of a district of rural sector, four FSUs will be selected with Probability Proportional to Size With Replacement (PPSWR), size being the population as per census 2001. For urban sector, from each sub-stratum four FSUs will be selected by using Simple Random Sampling Without Replacement (SRSWOR) for UFS towns and by PPSWR in case of non-UFS towns with size being the population as per Census 2001. Within each sub-stratum, samples will be drawn in the form of two independent sub-samples in both the rural and urban sectors.

**1.3.10 Selection of hamlet-groups/ sub-blocks/ households - important steps**

**1.3.10.1 Proper identification of the FSU boundaries:** The first task of the field investigators is to ascertain the exact boundaries of the sample FSU as per its identification particulars given in the sample list. For urban samples, the boundaries of each Urban Frame Survey (UFS) block may be identified by referring to the map corresponding to the frame code specified in the sample list (even though map of the block for a latter period of the UFS might be available). However for newly declared towns and out growths (OGs) in census 2001 for which UFS has not yet been done the boundaries of the whole town is to be considered.

**1.3.10.2 Criterion for hamlet-group/ sub-block formation:** After identification of the FSU, it is to be determined whether listing will be done in the whole sample FSU or not. In case the population of the selected FSU is found to be 1200 or more, it will be divided into a suitable number (say, D) of 'hamlet-groups' in the rural sector and 'sub-blocks' in the urban sector as stated below.

approximate present population of the sample FSU	no. of hgs/sbs to be formed
less than 1200 (no hamlet-groups/sub-blocks)	1
1200 to 1799	3
1800 to 2399	4
2400 to 2999	5
3000 to 3599	6
.....and so on	

For rural areas of Himachal Pradesh, Sikkim and Poonch, Rajouri, Udhampur, Doda districts of Jammu and Kashmir and Idukki district of Kerala, the number of hamlet-groups will be formed as follows:

approximate present population of the sample village	no. of hgs to be formed
less than 600 (no hamlet-groups)	1
600 to 899	3
900 to 1199	4
1200 to 1499	5
.....and so on	

**1.3.10.3 Formation and selection of hamlet-groups/ sub-blocks:** In case hamlet-groups/ sub-blocks are to be formed in the sample FSU, the same should be done by more or less equalizing population (details are in Chapter Two). Note that while doing so, it is to be ensured that the hamlet-groups/ sub-blocks formed are clearly identifiable in terms of physical landmarks.

Two hamlet-groups (hg)/ sub-blocks (sb) will be selected from a large FSU wherever hamlet-groups/ sub-blocks have been formed, by SRSWOR. Listing and selection of the households will be done independently in the two selected hamlet-groups/ sub-blocks to be described as sample hg/ sb 1 and 2. The FSUs without hg/ sb formation will be treated as sample hg/ sb number 1.

**1.3.10.4 Listing of households:** Having determined the hamlet-groups/sub-blocks, i.e. area(s) to be considered for listing, the next step is to list all the households (including those found to be temporarily locked after ascertaining the temporariness of locking of households through local enquiry). The hamlet-group/ sub-block with sample hg/ sb number 1 will be listed first and that with sample hg/ sb number 2 will be listed next.

#### 1.4 Formation of Second Stage Strata and allocation of households

##### Schedule 10.2 (employment & unemployment and migration particulars)

All the households listed in the selected FSU/ hamlet-groups/ sub-blocks will be stratified into three second stage strata (SSS) as given below:

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SSS 1:	households having at least one out-migrant and received at least one remittance from him/ her during last 365 days
SSS 2:	remaining households having at least one other type of migrants, including temporary out-migrants, for employment purpose
SSS 3:	other households

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##### Schedule 25.2 (participation and expenditure in education)

The listed households will be stratified into two SSS as under:

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SSS 1:	households having any member of age 5 – 29 years enrolled at primary and above level
SSS 2:	other households

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##### Schedule 1.0 (household consumer expenditure)

The listed households will be stratified into two SSS as under:

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SSS 1:	relatively affluent households
SSS 2:	other households

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In rural areas a household will be classified as affluent if (i) it owns any of the items such as motor car/ jeep/ tractor/ combine-harvester/ truck/ bus/ van, consumer durables like fridge/ washing machine or spacious pucca house in good condition or (ii) a household member is a professional such as doctor/ advocate or has a high salaried job or (iii) the household owns 2 hectares or more cultivable land or 1 hectare or more irrigated land or (iv) owns at least 10 heads of cattle and buffaloes. From among all such households, ten relatively most affluent households will constitute SSS1.

Similarly, in the urban sector, a cut-off point 'A' (in Rs.) has been determined from NSS 61<sup>st</sup> round data for **each NSS region** in such a way that top 10% of the households have MPCE equal to or more than 'A'. All the listed households with MPCE more than 'A' will be considered as affluent.

The values of A for each NSS Region are given in Table 2 of Chapter two.

Compositions of second-stage strata (SSS) with number of households to be surveyed from different SSS for various schedules of enquiry will be as follows:

SSS	composition of SSS within a sample FSU	number of households to be surveyed	
		FSU without hg/sb formation	FSU with hg/sb formation (for each hg/sb)
<b>schedule 10.2</b>			
SSS 1:	households having at least one out-migrant and received at least one remittance from him/ her during last 365 days	2	1
SSS 2:	remaining households having at least one other type of migrants, including temporary out-migrants, for employment purpose	4	2
SSS 3:	other households	4	2
<b>schedule 25.2</b>			
SSS 1:	households having any member of age 5 – 29 years enrolled at primary and above level	4	2
SSS 2:	other households	4	2
<b>schedule 1.0</b>			
SSS 1:	relatively affluent households	2	1
SSS 2:	other households	2	1

**1.5 Selection of households:** From each SSS the sample households for each of the schedules will be selected by SRSWOR. If a household is selected for more than one schedule only one schedule will be canvassed in that household in the priority order of Schedule 10.2, Schedule 25.2 and Schedule 1.0 and in that case the household will be replaced for the other schedule. If a household is selected for Schedule 10.2 it will not be selected for Schedule 25.2 or Schedule 1.0. Similarly, if a household is not selected for Schedule 10.2 but selected for Schedule 25.2 it will not be selected for Schedule 1.0.

**1.6 Shortfall of households to be compensated:** For any schedule, shortfall in required number of households in the frame of any second-stage stratum (SSS) will be compensated from other SSS. For Schedule 10.2 where there are 3 SSS, shortfall of households in the frame of any particular SSS will be compensated from the same SSS of the other hg/ sb or from the other SSS of the same or other hg/ sb where additional household(s) are available. The procedure is as follows:



**step 1:** Allocate the required number of households to each SSS wherever possible and identify the SSS having shortfall.

**step 2:** In case of hg/ sb formation, compensate from the same SSS of the other hg/ sb if available for all the SSS having shortfall. If the shortfall still remains identify the SSS having shortfall and go to Step 3.

**step 3:** Find the SSS where additional households are available following the priority order of SSS 1, SSS 2, & SSS 3 and compensate.

The table given below will be useful for deciding the SSS from which the compensation is to be made.

SSS having shortfall (Schedule 10.2)	priority order of SSS for compensation
1	2, 3
2	1, 3
3	1, 2

To illustrate further, if there is hg/ sb formation, for each SSS as per priority order, compensation may be made from the hg/ sb where shortfall occurs, failing which from other hg/ sb and so on.

For example, if shortfall is in SSS 1 of hg/ sb 2 exists details of step 2 & step 3 are given below.

step 2: Try to compensate the shortfall of SSS 1 of hg/ sb 2 from SSS 1 of hg/ sb 1

If the shortfall still remains in SSS 1 of hg/ sb 2

step 3: try to compensate from SSS 2 of hg/ sb 2, failing which try from SSS 2 of hg/ sb 1. If the shortfall still remains then try from SSS 3 of hg/ sb 2, failing which try from SSS 3 of hg/sb 1.

For **Schedule 25.2 and Schedule 1.0** the procedure will be same except that choice will be limited to SSS 1 and SSS 2 only.

The resulting number of households (h) for each SSS will be entered at the top of relevant column(s) of block 5 and also in col.(6) against the relevant SSS × hg/ sb number of block 6 of sch. 0.0.

*Example for Schedule 10.2*

(a) FSU without hg/ sb formation

### Example 1

SSS	H	Step 1	Step 3	h
1	2	2		2
2	15	4	1	5
3	3	3*		3
total	20	9	1	10
shortfall	–	1	0	×

## (b) FSU with hg/ sb formation

**Example 2**

hg/ sb	SSS	H	Step 1	Step 2	Step 3	h
1	1	0	0*			0
	2	2	2			2
	3	126	2			2
	total	128	4			4
2	1	5	1	1	1	3
	2	1	1*			1
	3	130	2			2
	total	136	4	1	1	6
total		264	8	1	1	10
shortfall		-	2	1	0	-

\* indicates the SSS having shortfall

**1.7 Concepts and Definitions:**

1.7.0 Important concepts and definitions used in different schedules of this survey are explained below.

1.7.1 **Population coverage:** The following rules regarding the population to be covered are to be remembered in listing of households and persons:

1. Under-trial prisoners in jails and indoor patients of hospitals, nursing homes etc., are to be excluded, but residential staff therein will be listed while listing is done in such institutions. The persons of the first category will be considered as normal members of their parent households and will be counted there. Convicted prisoners undergoing sentence will be outside the coverage of the survey.
2. Floating population, i.e., persons without any normal residence will not be listed. But households residing in open space, roadside shelter, under a bridge, etc., more or less regularly in the same place, will be listed.
3. Foreign nationals will not be listed, nor their domestic servants, if by definition the latter belong to the foreign national's household. If, however, a foreign national becomes an Indian citizen for all practical purposes, he or she will be covered.
4. Persons residing in barracks of military and paramilitary forces (like police, BSF, etc.) will be kept outside the survey coverage due to difficulty in conduct of survey therein. However, civilian population residing in their neighbourhood, including the family quarters of service personnel, are to be covered. Permission for this may have to be obtained from appropriate authorities.
5. Orphanages, rescue homes, *ashrams* and vagrant houses are outside the survey coverage. However, persons staying in old age homes, students staying in *ashrams*/hostels and the residential staff (other than monks/ nuns) of these ashrams may be listed. For orphanages, although orphans are not to be listed, the persons looking after them and staying there may be considered for listing.

1.7.2 **House:** Every structure, tent, shelter, etc. is a house irrespective of its use. It may be used for residential or non-residential purpose or both or even may be vacant.

**1.7.3 Household:** A group of persons normally living together and taking food from a common kitchen will constitute a household. It will include temporary stay-aways (those whose total period of absence from the household is expected to be less than 6 months) but exclude temporary visitors and guests (expected total period of stay less than 6 months). Even though the determination of the actual composition of a household will be left to the judgment of the head of the household, the following procedures will be adopted as guidelines.

(i) Each inmate (including residential staff) of a hostel, mess, hotel, boarding and lodging house, etc., will constitute a single-member household. If, however, a group of persons among them normally pool their income for spending, they will together be treated as forming a single household. For example, a family living in a hotel will be treated as a single household.

(ii) In deciding the composition of a household, more emphasis is to be placed on 'normally living together' than on 'ordinarily taking food from a common kitchen'. In case the place of residence of a person is different from the place of boarding, he or she will be treated as a member of the household with whom he or she resides.

(iii) A resident employee, or domestic servant, or a paying guest (but not just a tenant in the household) will be considered as a member of the household with whom he or she resides even though he or she is not a member of the same family.

(iv) When a person sleeps in one place (say, in a shop or in a room in another house because of space shortage) but usually takes food with his or her family, he or she should be treated not as a single member household but as a member of the household in which other members of his or her family stay.

(v) If a member of a family (say, a son or a daughter of the head of the family) stays elsewhere (say, in hostel for studies or for any other reason), he/ she will not be considered as a member of his/ her parent's household. However, he/ she will be listed as a single member household if the hostel is listed.

**1.7.4 Household size:** The number of members of a household is its size.

**1.7.5 Pucca structure:** A pucca structure is one whose walls and roofs are made of pucca materials such as cement, concrete, oven burnt bricks, hollow cement/ ash bricks, stone, stone blocks, jack boards (cement plastered reeds), iron, zinc or other metal sheets, timber, tiles, slate, corrugated iron, asbestos cement sheet, veneer, plywood, artificial wood of synthetic material and poly vinyl chloride (PVC) material.

**1.7.6 Katcha structure:** A structure which has walls and roof made of non-pucca materials is regarded as a katcha structure. Non-pucca materials include unburnt bricks, bamboo, mud, grass, leaves, reeds, thatch, etc. Katcha structures can be of the following two types:

(a) **Unserviceable katcha structure** includes all structures with thatch walls and thatch roof i.e. walls made of grass, leaves, reeds, etc. and roof of a similar material and

(b) **Serviceable katcha structure** includes all katcha structures other than unserviceable katcha structures.

**1.7.7 Semi-pucca structure:** A structure which cannot be classified as a pucca or a katcha structure as per definition is a semi-pucca structure. Such a structure will have either the walls or the roof but not both, made of pucca materials.

**1.7.8 Dwelling unit:** It is the accommodation availed of by a household for its residential purpose. It may be an entire structure or a part thereof or consisting of more than one structure. There may be cases of more than one household occupying a single structure such as those living in independent flats or sharing a single housing unit, in which case, there will be as many dwelling units as the number of households sharing the structure. There may also be cases of one household occupying more than one structure (i.e. detached structures for sitting, sleeping, cooking, bathing etc) for its housing accommodation. In this case, all the structures together constitute a single dwelling unit. In general, a dwelling unit consists of living room, kitchen, store, bath, latrine, garage, open and closed veranda etc. A structure or a portion thereof used exclusively for non-residential purposes or let out to other households does not form part of the dwelling unit of the household under consideration. However, a portion of a structure used for both residential and non-residential purposes is treated as part of the dwelling unit except when the use of such portion for residential purpose is very nominal. The dwelling unit covers all pucca, semi-pucca and katcha structures used by a household. Households living more or less regularly under bridges, in pipes, under staircase, in purely temporary flimsy improvisations built by the roadside (which are liable to be removed at any moment) etc., are considered to have no dwelling.

**1.7.9 Independent house:** An independent house is one which has a separate structure and entrance with self-contained arrangements. In other words, if the dwelling unit and the entire structure of the house are physically the same, it should be considered as an independent house. In some parts, particularly in rural areas, two or more structures together may constitute a single housing unit. While the main residence may be in one of the structures, the other structures may be used for sleeping, sitting and for store, bath etc. In all such cases, all the structures together will form a single housing unit and will be treated as an independent house.

**1.7.10 Flat:** A flat, generally, is a part of the building and has one or more rooms with self-contained arrangements and normal housing facilities like water supply, latrine, toilet, etc., which are used exclusively by the household residing therein. It also includes detached room or rooms with or without other housing facilities.

**1.7.11 Land possessed:** The area of land possessed will include land 'owned', 'leased in' and 'land neither owned nor leased in' (i.e. encroached) by the household but exclude land 'leased out'. The total land area possessed by the household as on the date of survey is taken into account. A piece of land is considered to be owned by the household if permanent heritable possession with or without the right to transfer the title vests in a member or members of the household. Land held in owner-like possession say, under perpetual lease, hereditary tenure, long-term lease for 30 years or more, etc., will also be considered as land owned. For a piece of land under the possession of the household, if the household lacks title of ownership and also does not have lease agreement for the use of land transacted, either verbally or in writing, such land will be considered as 'neither owned nor leased in'. In collecting information regarding land possessed, the actual position as obtained on the date of survey will be considered. It may be noted that the 'area of land possessed' to be recorded should not include the area of land owned, leased-in, etc. by the servants/ paying guests who are considered as normal members of the household.

**1.7.12 Household monthly per capita expenditure:** Household consumer expenditure is measured as the expenditure incurred by a household on domestic account during a specified period, called reference period. It also includes the imputed values of goods and services, which are not purchased but procured otherwise for consumption. In other words, it is the sum total of monetary values of all the items (i.e. goods and services) consumed by the household on domestic account during the reference period. The imputed rent of owner-occupied houses is excluded from consumption expenditure. Any expenditure incurred towards the productive enterprises of the households is also excluded from the household consumer expenditure. Monthly per capita expenditure (MPCE) is the household consumer expenditure over a period of 30 days divided by household size.

**1.7.13 Meal:** A 'meal' is composed of one or more readily eatable (generally cooked) items of food, the usually major constituent of which is cereals. The meals consumed by a person twice or thrice a day provide him/ her the required energy (calorie) and other nutrients for living and for pursuing his/ her normal avocations. A 'meal', as opposed to 'snacks', 'nashta' or 'high tea', contains larger quantum and variety of food. In rare cases, a full meal may contain larger quantity of non-cereal food. Even then, if the quantum of food in a plate is heavy as a meal, the contents of the food plate will also be considered as a 'meal'. Sometimes the contents of a 'nashta' may not be very different from the contents of a 'meal'. The difference in quantity will therefore be the guiding factor for deciding whether the plate is to be labelled as a 'meal' or a 'nashta'.

**1.7.13.1** A person rendering domestic service (like cleaning utensils, dusting and cleaning of rooms, washing linen, carrying water from outside, etc.) to a number of households during the daytime gets some food from each of the households he/ she serves. Although the quantum of food received from a single household may, by quantity, be far less than a full meal, the total quantity of food received from all the households taken together would often, if not more, be at least equivalent to a full meal. In this particular situation, the person will be considered to be consuming one meal every day under 'meal taken away from home'.

**1.7.13.2** Subject to the guidelines given in the two preceding paragraphs, for the purpose of data collection on 'number of meals consumed' one has to depend on the judgement of the informant as the informant would reckon the number on the basis of his/ her own understanding of the concept of a meal/ khana.

**1.7.14 P.D.S.:** This stands for Public Distribution System, which means the distribution of some essential commodities by the government at subsidised rates through ration shops, fair price shops and control shops. These shops may be owned by the government, local government, a government undertaking, the proprietor of a firm, co-operatives or private persons (individually or jointly) or other bodies like club, trust, etc. The following points may be noted while classifying a *purchase* as "PDS" or otherwise.

- "Super Bazaars" and co-operative stores will not generally be included under public distribution system. However, when these also sell rationed commodities at controlled prices against ration cards, they will be taken as ration shops for particular commodities.
- For kerosene, "PDS" will also include kerosene depots selling kerosene at controlled prices.

- Distribution of some controlled price commodities such as kerosene may in some areas be made without a system of presentation of ration card. Except in such situations, a purchase which is not made against a ration card will not qualify as a PDS purchase.
- A purchase will be considered as “PDS” irrespective of whether the household uses its own ration card or that of some other household.
- Purchase from PDS shops at prices higher than the PDS prices will also be considered as purchase from PDS as long as the price paid is perceptibly lower than the market price.

**1.7.15 Education:** The term ‘education’ generally refers to developing knowledge, skill or character of individuals through a process of learning such as self-study, attendance in formal or informal educational institutions, etc. In most of the countries, government spends substantial amounts on the creation as well as running of the educational infrastructure. However, for availing such facilities, individuals have to also incur expenditure in the form of tuition fees, examination fees, charges for stationeries, books, etc. Though information is available on the expenditure incurred by the governments through budget documents, the data on expenditure by individuals have to be collected through specialised surveys. The main objectives of canvassing Schedule 25.2 in this round is to collect information on (a) participation in education of persons aged 5-29 years in the education system, (b) private expenditure incurred on education and (c) examining the extent of educational wastage and its causes. For the purpose of this survey, ‘education’ will cover only the following:

- I. School education including those under Education Guarantee Scheme (EGS) commencing from class I to X or XII, as the case may be, irrespective of the recognition status of the educational institution,
- II. Higher secondary / Pre-university education leading to certificate/ diploma/ degree etc. It also includes enrolment in private unrecognised institutions, which have regular classes and following the syllabus and pattern of the education as in recognised schools or colleges and which sponsor students for public examinations as private or external candidates,
- III. General University education, whether full time or part time, leading to certificate/ diploma/ degree etc. The Universities not recognised by University Grant Commission will not be covered,
- IV. Correspondence courses conducted by Universities, Deemed Universities or Institutions, authorised by competent authorities for awarding regular degrees or diplomas or certificates,
- V. Higher secondary / Pre-university / Under-graduate/ Post-graduate / Professional/ Technical education leading to certificate/diploma/degree etc. conducted by recognised open university/schools,
- VI. Technical or Professional courses, leading to degree/diploma/certificates, conducted by Universities, Deemed Universities or institutes like, National Institute of Fashion Technology, National School of Drama, Satyajit Ray Film and Television Institute, Film and Television Institute of India, Lok Nayak Jayaprakash Narayan National Institute of Criminology and Forensic Science,

etc. or Institutions, authorised by competent authorities like All India Council of Technical Education (AICTE), Medical Council of India (MCI) etc.,

VII. Professional courses conducted by Institutes like The Institute of Chartered Accountants of India, The Institute of Cost and Works Accountants of India, The Institute of Company Secretaries of India, Actuarial Society of India, etc.,

VIII. All types of vocational courses of duration three months or more, conducted by Institutions like Industrial Training Institute (ITI), National Vocational Training Institute, Regional Vocational Training Institutes, etc., authorised by competent authorities

IX. All the courses at primary level and above, whether recognised or not, conducted by recognised educational institutions and which are not covered under above-mentioned categories.

The following courses shall be specifically excluded:

- *Art, music and similar type of courses conducted by individuals in their houses or unrecognised/ unaffiliated institutions,*
- *Classes taken by Private tutors,*
- *Education in nursery/Kindergartens/Preparatory levels except for their enrolment statuses and dropout / discontinuance statuses.*
- *The non-formal system of education being implemented through various programs by government or other agencies except for their enrolment statuses and dropout / discontinuance statuses.*

**1.7.16 Educational level:** It refers to the different stages of educational attainment. It is the highest level a person has completed successfully. The levels are: not literate -01, literate without any schooling: 02, literate without formal schooling: through NFEC/ AIEP -03, literate through TLC/ AEC -04, others -05; literate with formal schooling including EGS: below primary -06, primary -07, upper primary/middle -08, secondary -10, higher secondary -11, diploma/ certificate course -12, graduate -13, postgraduate and above -14. It may be noted that if a person has successfully passed the final year of a given level, then and only then will he/ she be considered to have attained that level of education. For example, for a person studying in Class IX the educational level will be middle and not secondary.

**1.7.17 Level of current attendance:** It refers to the different stages of educational attainment also but in this case the current educational level where a student is pursuing his current education is to be considered. Here the levels are: never attended-1; ever attended but currently not attending-2; currently attending in: NFEC/ AIEP -3, TLC/AEC -4, other non-formal education-5, pre-primary (nursery/ Kindergarten, etc.) -6, primary (class I to IV/ V)-07, middle-08, secondary-10, higher secondary-11; diploma or certificate (below graduate level) in: agriculture -21, engineering/ technology-22, medicine -23, crafts -24, other subjects-29; diploma or certificate (graduate and above level) in: agriculture-31, engineering/ technology-32, medicine-33, crafts-34, other subjects -39; Graduation level degree courses in: agriculture-41, engineering/ technology-42, medicine-43, crafts-44, other subjects -49; Post-graduation and above degree courses in: agriculture-51, engineering/

technology-52, medicine-53, crafts-54, other subjects -59. For example, the level of current attendance of a person studying in Class IX will be secondary.

**1.7.18 Literate:** A person is considered literate if he/she can read and write a simple message in at least one language with understanding.

**1.7.19 School Education Levels:** A uniform pattern across the country for the number of years of schooling at primary level, upper primary/middle level, secondary level and a higher secondary level is yet to be achieved. Generally, the primary level refers to Classes I-V, the middle to Classes VI-VIII, the secondary to Classes IX-X and the higher secondary to Classes XI-XII. While in many states, this system is being followed, there are some states where the primary level comprises Classes I-IV, the middle Classes V to VII or VIII, the secondary Classes VIII-X, etc., and the higher secondary in some states is taught in colleges. The information pertaining to a state is to be recorded according to the pattern followed in that state.

**1.7.20 Education Guarantee Scheme (EGS) and Alternative & Innovative Education Programme(AIEP):** EGS & AIEP support the following three broad kinds of strategies:

- (a) Setting up schools in the school-less habitations.
- (b) Intervention of mainstreaming of 'out of school' children, viz., bridge courses, back to school camps, etc.
- (c) Strategies for very specific, difficult groups of children who cannot be mainstreamed.

Strategy under (a) above refers to as the EGS component of EGS & AIEP scheme and strategies under (b) and (c) above together refer to as AIE component of the EGS & AIEP scheme.

EGS aims at setting up schools in the school-less habitations where no school exists within a radius of 1 k.m and at least 15 children in the age group 6 -14 years who are not going to schools, are available. In exceptional cases, e.g., for remote habitations in hilly areas for Jammu and Kashmir and part of North-Eastern region, EGS schools could be supported even for 10 children. It may be noted that EGS & AIEP is applicable throughout the country and not limited to the educationally backward states covered under the scheme of Non-formal Education (NFE). Such schools are in operation under various names in different states, as for example, 'Sishu Siksha Karmasuchi' in West Bengal, 'Bastishala' in Maharashtra, 'Rajiv Gandhi Swaran Jayanti Pathshala' in Rajasthan., 'Maabadi' in Andhra Pradesh. For the purpose of our survey, an individual who is attending or has become literate through schools under EGS & AIE scheme will be considered under the coverage of EGS.

**1.7.21 Type of Education:** Education is broadly divided into three categories: (i) general education and (ii) technical and professional education and (iii) vocational education. General education, in this survey, includes general school education from the primary to the higher secondary level, normal university education for a degree whereas technical/professional courses involve the hands on training in addition to theoretical classes. Education like Engineering, Medicine, Agriculture, Management, Chartered Accountancy, Cost Accountancy etc are examples of technical/ professional courses. The education which aims at imparting training in very specific fields through providing significant 'hands on' experience in acquiring necessary skill, which will make them employable or create for them opportunities of self employment and the degree/ diploma/ certificate awarded by the institute should have recognition by State/ Central Government/



public sector or similar employers are included under vocational education. Education offered by ITIs, polytechnics, etc. are examples of vocational courses.

**1.7.22 Course:** A course is a) a structured educational programme having a specified syllabus, duration, level, etc. and it should b) necessarily involve appearing in some kind of examination/performance appraisal for getting the degree/diploma/certificate or advancing to the next class/level. Depending upon the subjects covered and the mode of instruction, the courses can be categorised broadly as (a) general, (b) technical/professional and (c) vocational. For the purpose of this survey, only those courses covered under the definition of 'education' in 1.7.15 above shall be considered.

**1.7.23 Basic Course:** When the number of courses a particular member is undertaking is more than one, the basic course should be identified as per following criteria –

- If an individual is pursuing more than one course then the course, which is in the highest level, should be considered as the basic course.
- If all the courses simultaneously pursued currently are in the same level then the course of the general education should be the basic course
- In absence of any general education, the course, which involves higher cost, should be taken as the basic course.
- If a person is enrolled both in regular course and course through distance learning then regular course should be treated as the basic course irrespective of the cost involved.

*For example: if a person undergoes MSc and DOEACC A-level courses simultaneously then MSc is to be taken as basic course.*

**1.7.24 Second course:** If an individual is pursuing more than two courses then the basic course should be taken as first course in the way suggested in paragraph 1.7.23. After the first course is selected then from the remaining courses, the course, which involves highest cost, should be taken as the *second course*.

**1.7.25 Academic session:** The academic session will be defined in relation to the duration of the course in which he/she is enrolled in the following manner –

- i) If duration of the course is less than one year, the academic session will cover full duration of the course,
- ii) If duration of the course is more than one year, then generally at the end of every year there is an evaluation process through examination or otherwise, the passing of which enables the individual for further continuation of the course. In such cases, academic session will be of one-year. For the educational institutions pursuing three to six months semester system, academic session will still be taken as one year.

**1.7.26 Nature of Institution:** This refers to whether the institution is recognised or not. A recognised school/ institution is one in which the course(s) of study followed is/ are prescribed or recognised by the Government or a university or a Board constituted by law or by any other agency authorised in this behalf by the central or state government. It also satisfies one or more of the authorities, e.g. Directorate of education, Municipal Board,

Secondary Board, etc., with regard to its standard of efficiency. It runs regular classes and sends candidates for public examination, if any.

**1.7.27 Type of Institution:** This refers to the type of management by which the institution is run. It may be run by Government, a Local Body or a private body either receiving or not receiving government aid. Thus, the four types are: (a) Government, (b) Local Body, (c) Private aided and (d) Private unaided. All schools/ institutions run by central and state governments, public sector undertakings or autonomous organisations completely financed by the government are treated as government institutions. All institutions run by municipal corporations, municipal committees, notified area committees, zilla parishads, panchayat samitis, cantonment boards, etc., are treated as local body institutions. A private aided institution is one, which is run by an individual or a private organisation and receives maintenance grant from a government or a local body. A private unaided institution is one, which is managed by an individual or a private organisation and is not receiving maintenance grant either from a government or from a local body.

**1.7.28 Medium of instruction:** It is the language used for the instruction in the course for which a student is enrolled. In case, more than one language are used while teaching different subjects then the language used for teaching largest number of subjects is to be treated as medium of instruction.

**1.7.29 Full time and Part time course:** For the courses organized by educational institutions on full time basis certain minimum hours of attendance is prescribed. For example a student studying for his/ her graduation has to necessarily attend classes for three years. Some educational institution can offer the same course in longer duration (more than three years) by reducing the requirement of number of hours for attending classes per day/ week. The course with the longer duration will be considered as part time course. Some students do not attend the classes regularly in any educational institutions but appear in public examinations by registering themselves as “private” students. The course for all such students should be treated as part time.

**1.7.30 Distance Learning:** This is a form of education where the student does not have to be physically present in the place where the teaching is taking place. The main point about distance learning is, therefore, geographical distance between the learner and the teacher. Access to the instructor is gained through either study materials sent over post or by using modern technology such as the Internet, interactive videoconferencing and satellite. Such course may also involve occasional contact classroom programme as its integral part. Different correspondence courses offered by Universities or open schools are examples of this form of education.

**1.7.31 Free Education:** Education is free of tuition fee in government schools in most of the states and also in private schools in some states up to certain levels of education. There are some schools where students up to a certain level are not required to pay tuition fees. Nevertheless, a fixed sum of money has to be paid such as development fee, library fee, etc. Education in such schools is still considered to be free. This applies to the institution as a whole and not to the specific situation obtaining for the student.

**1.7.32 Exemption from Tuition Fees:** This refers to exemption from payment of tuition fees granted to some students on some special consideration in those institutions where it is reported that the education is not free. The exemption may be full or partial.

**1.7.33 Private Expenditure on Education:** It is the sum total of all the expenditures incurred by the student on education (towards fees, books & stationery, uniform, transport, private coaching, study tours, etc.)

**1.7.34 Attendance and enrolment:** The current attendance status refers to whether a person is currently attending any educational institution or not. While every person, who is attending an educational institution is necessarily enrolled in that institution, it may so happen that a person, who is enrolled is not currently attending the institution. While most of the official educational statistics are based on enrolment, the NSSO Survey, because of its household approach, bases its analysis on the current attendance status.

**1.7.35 Dropout/ Discontinuance:** An ever-enrolled student currently not pursuing the education may be due to either: (i) he/ she has discontinued after completing the last level of education for which he/ she was enrolled or (ii) he/ she has discontinued education before attaining a specific level. For the first category, for example, if a person has completed the middle level but does not enroll for the next higher level of education, he/ she is not considered as a dropout. It is considered as a case of discontinuance. However, if the person enrolls for the secondary level but does not complete it, then he/ she is considered a dropout. For this survey, dropouts and discontinuance will be treated alike.

**1.7.36 Economic activity:** The entire spectrum of human activity falls into two categories: economic activity and non-economic activity. Any activity that results in production of goods and services that adds value to national product is considered as an economic activity. The economic activities have two parts - market activities and non-market activities. Market activities are those that involve remuneration to those who perform it, i.e., activity performed for pay or profit. Such activities include production of all goods and services for market including those of government services, etc. Non-market activities are those involving the production of primary commodities for own consumption and own account production of fixed assets.

The full spectrum of economic activities as defined in the UN System of National Accounts is not covered in the definition adopted for the Employment and Unemployment surveys of NSSO. Production of any good for own consumption is considered as economic activity by UN System of National Accounts but production of only primary goods is considered as economic activity by NSSO. While the former includes activities like own account processing of primary products among other things, in the NSS surveys, processing of primary products for own consumption is not considered as economic activity. However, it may be noted that 'production of agricultural goods for own consumption' covers all activities up to and including stages of thrashing and storing of produce, for own consumption, comes under the coverage of the economic activities of NSSO.

The term 'economic activity' in the Employment and Unemployment survey of NSSO in this round will include:

- (i) all the market activities described above, i.e., the activities performed for pay or profit which result in production of goods and services for exchange,
- (ii) of the non-market activities,

(a) all the activities relating to the primary sector (i.e., **industry Divisions 01 to 14 of NIC-2004**) which result in production (including free collection of uncultivated crops, forestry, firewood, hunting, fishing, mining, quarrying, etc.) of primary goods, including thrashing and storing of grains for own consumption.

and

(b) the activities relating to the own-account production of fixed assets. Own account production of fixed assets include construction of own houses, roads, wells, etc., and of machinery, tools, etc., for household enterprise and also construction of any private or community facilities free of charge. A person may be engaged in own account construction in the capacity of either a labourer or a supervisor.

By convention, as in earlier rounds, the activities like prostitution, begging, etc., which may result in earnings, will not be considered as economic activities. In earlier rounds, activities under 'smuggling' were kept outside the economic activity. In assigning the activity status of an individual in the field, probing is perhaps not extended to ascertain whether the production of goods and services is carried out in the form of smuggling. Thus, in practice, production of goods and services in the form of smuggling have actually been considered as economic activity in NSS surveys. In view of this, activity status of a person may be judged irrespective of the situation whether such activity is carried out illegally in the form of smuggling or not.

**1.7.37 Activity status:** It is the activity situation in which a person is found during a reference period, which concerns the person's participation in economic and non-economic activities. According to this, a person will be in one or a combination of the following three status during a reference period:

- (i) Working or being engaged in economic activity (work),
- (ii) Being not engaged in economic activity (work) and either making tangible efforts to seek 'work' or being available for 'work' if the 'work' is available and
- (iii) Being not engaged in any economic activity (work) and also not available for 'work'.

Activity statuses, as mentioned in (i) & (ii) above, are associated with 'being in labour force' and the last with 'not being in the labour force'. Within the labour force, activity status (i) above is associated with 'employment' and that of (ii) above with 'unemployment'. The three broad activity statuses have been further sub-divided into several detailed activity categories. These are stated below:

*(i) working or being engaged in economic activity (employed):*

- (a) worked in household enterprise (self-employed) as an own-account worker
- (b) worked in household enterprise (self-employed) as an employer
- (c) worked in household enterprise (self-employed) as 'helper'
- (d) worked as regular wage/ salaried employee
- (e) worked as casual wage labour in public works other than National Rural Employment Guarantee (NREG) public works
- (f) worked as casual wage labour in National Rural Employment Guarantee (NREG) public works

- (g) worked as casual wage labour in other types of works
- (h) did not work due to sickness though there was work in household enterprise
- (i) did not work due to other reasons though there was work in household enterprise
- (j) did not work due to sickness but had regular wage/ salaried employment
- (k) did not work due to other reasons but had regular wage/ salaried employment

(ii) *not working but seeking or available for work (unemployed) :*

- (a) sought work
- (b) did not seek but was available for work

(iii) *not working and also not available for work (not in labour force) :*

- (a) attended educational institution
- (b) attended domestic duties only
- (c) attended domestic duties and was also engaged in free collection of goods, tailoring, weaving, etc., for household use
- (d) recipients of rent, pension, remittance, etc.
- (e) not able to work due to disability
- (f) others
- (g) did not work due to sickness (for casual workers only).

1.7.38 The various constituents of 'employed', 'unemployed', 'labour force', 'out of labour force' are as explained below:

(a) **Workers (or employed):** Persons who, during the reference period, are engaged in any economic activity or who, despite their attachment to economic activity, have temporarily abstained from work for reasons of illness, injury or other physical disability, bad weather, festivals, social or religious functions or other contingencies constitute workers. Unpaid helpers who assist in the operation of an economic activity in the household farm or non-farm activities are also considered as workers. All the workers are assigned one of the detailed activity status under the broad activity category 'working or being engaged in economic activity'.

(b) **Seeking or available for work (or unemployed):** Persons, who, during the reference period, owing to lack of work, had not worked but either sought work through employment exchanges, intermediaries, friends or relatives or by making applications to prospective employers or expressed their willingness or availability for work *under the prevailing condition of work and remuneration* are considered as those who are 'seeking or available for work' (or unemployed).

(c) **Labour force:** Persons who are either 'working' (or employed) or 'seeking or available for work' (or unemployed) during the reference period together constitute the labour force.

(d) **Out of labour force:** Persons who are neither 'working' and at the same time nor 'seeking or available for work' for various reasons during the reference period are considered to be 'out of labour force'. The persons under this category are students, those engaged in domestic duties, rentiers, pensioners, recipients of remittances, those living on alms, infirm or disabled persons, too young or too old persons, prostitutes, etc. and casual labourers not working due to sickness.

1.7.39 It may be noted that workers have been further categorized as *self-employed, regular wage/ salaried employee and casual wage labourer*. These categories are defined in the following paragraphs.

1.7.40 **Self-employed:** Persons who operate their own farm or non-farm enterprises or are engaged independently in a profession or trade on own-account or with one or a few partners are deemed to be self-employed in household enterprises. The essential feature of the self-employed is that they have *autonomy* (i.e., how, where and when to produce) and *economic independence* (i.e., market, scale of operation and money) for carrying out their operation. The remuneration of the self-employed consists of a non-separable combination of two parts: a reward for their labour and profit of their enterprise. The combined remuneration is given by the revenue from sale of output produced by self-employed persons *minus* the cost of purchased inputs in production.

The self-employed persons may again be categorised into the following three groups:

- (i) **own-account workers:** They are the self-employed who operate their enterprises on their own account or with one or a few partners and who during the reference period by and large, run their enterprise without hiring any labour. They may, however, have unpaid helpers to assist them in the activity of the enterprise.
- (ii) **employers:** The self-employed persons who work on their own account or with one or a few partners and by and large run their enterprise by hiring labour are the employers, and
- (iii) **helpers in household enterprise:** The helpers are a category of self-employed persons mostly family members who keep themselves engaged in their household enterprises, working full or part time and do not receive any regular salary or wages in return for the work performed. They do not run the household enterprise on their own but assist the related person living in the same household in running the household enterprise.

1.7.41 There is a category of workers who work at a place of their choice which is outside the establishment that employs them or buys their product. Different expressions like 'home workers', 'home based workers' and 'out workers' are synonymously used for such workers. For the purpose of this survey, all such workers will be categorised as 'self-employed'. The 'home workers' have *some degree of autonomy* and *economic independence* in carrying out the work, and their work is not directly supervised as is the case for the *employees*. Like the other self-employed, these workers have to meet certain costs, like actual or imputed rent on the buildings in which they work, costs incurred for heating, lighting and power, storage or transportation, etc., thereby indicating that they have some tangible or intangible means of production. It may be noted that *employees* are not required to provide such inputs for production.

1.7.42 It may further be elaborated that the 'putting out' system prevalent in the production process in which a part of production which is 'put out' is performed in different household enterprises (and not at the employers establishment). For example, *bidi* rollers obtaining orders from a *bidi* manufacturer will be considered as home workers irrespective of whether or not they were supplied raw material (leaves, *masala*, etc.), equipment (scissors) and other

means of production. The fee or remuneration received consists of two parts - the share of their labour and profit of the enterprise. In some cases, the payment may be based on piece rate. Similarly, a woman engaged in tailoring or embroidery work on order from a wholesaler, or making *pappad* on order from some particular unit/ contractor/ trader at her home will be treated as 'home worker'. On the other hand, if she does the work in the employers premises, she will be treated as *employee*. Again, if she is not undertaking these activities on orders from outside, but markets the products by herself/ other household members for profit, she will be considered as an own account worker, if of course, she does not employ any hired help more or less on a regular basis.

**1.7.43 Regular wage/ salaried employee:** Persons working in other's farm or non-farm enterprises (both household and non-household) and getting in return salary or wages on a regular basis (and not on the basis of daily or periodic renewal of work contract) are the regular wage/ salaried employees. *This category not only includes persons getting time wage but also persons receiving piece wage or salary and paid apprentices, both full time and part-time.*

**1.7.44 Casual wage labour:** A person casually engaged in other's farm or non-farm enterprises (both household and non-household) and getting in return wage according to the terms of the daily or periodic work contract is a casual wage labour. Usually, in the rural areas, one category of casual labourers can be seen who normally engage themselves in '*public works*' activities. The concepts related to '*public works*' are discussed later in this chapter.

**1.7.45 Different approaches for determining activity status:** The persons surveyed are to be classified into various activity categories on the basis of activities pursued by them during certain specified reference periods. There are three reference periods for this survey viz. (i) one year, (ii) one week and (iii) each day of the reference week. Based on these three periods, three different measures of activity status are arrived at. These are termed respectively as usual status, current weekly status and current daily status. The activity status determined on the basis of the reference period of 1 year is known as the usual activity status of a person, that determined on the basis of a reference period of 1 week is known as the current weekly status (cws) of the person and the activity status determined on the basis of each day of the reference week is known as the current daily status (cds) of the person.

**1.7.46 Identification of each individual into a unique situation poses a problem when more than one of three types of broad activity status viz. 'employed', 'unemployed' and 'not in labour force' is concurrently obtained for a person. In such an eventuality, unique identification under any one of the three broad activity status is done by adopting either the major time criterion or priority criterion. The former is used for classification of persons under 'usual activity status' and, the latter, for classification of persons under 'current activity status'. If, by adopting one of these two criteria, a person categorised as engaged in economic activity is found to be pursuing more than one economic activity during the reference period, the appropriate detailed activity status category will relate to the activity in which relatively more time has been spent. Similar approach is adopted for non-economic activities also.**

**1.7.47 Usual activity status:** The usual activity status relates to the activity status of a person during the reference period of 365 days preceding the date of survey. The activity status on which a person spent relatively longer time (major time criterion) during the 365

days preceding the date of survey is considered the *usual principal activity status* of the person. To decide the usual principal activity of a person, he/ she is first categorised as belonging to the labour force or not, during the reference period **on the basis of major time criterion**. Persons, thus, adjudged as not belonging to the labour force are assigned the broad activity status 'neither working nor available for work'. For the persons belonging to the labour force, the broad activity status of either 'working' or 'not working but seeking and/ or available for work' is then ascertained again on the basis of the relatively longer time spent in the labour force during the 365 days preceding the date of survey. Within the broad activity status so determined, the detailed activity status category of a person pursuing more than one such activity will be determined again on the basis of the relatively longer time spent.

**1.7.48 Subsidiary economic activity status:** A person whose principal usual status is determined on the basis of the major time criterion may have pursued some economic activity **for 30 days or more** during the reference period of 365 days preceding the date of survey. The status in which such economic activity is pursued during the reference period of 365 days preceding the date of survey is the subsidiary economic activity status of the person. In case of multiple subsidiary economic activities, the major activity and status based on the relatively longer time spent criterion will be considered. It may be noted that engagement in work in subsidiary capacity may arise out of the two following situations:

i) a person may be engaged in a relatively longer period during the 365 days in economic (non-economic activity) and for a relatively minor period, which is not less than 30 days, in another economic activity (any economic activity).

(ii) a person may be pursuing an economic activity (non-economic activity) almost throughout the year in the principal status and also simultaneously pursuing another economic activity (any economic activity) for relatively shorter time in a subsidiary capacity. In such cases, since both the activities are being pursued throughout the year and hence the duration of both the activities are more than 30 days, the activity which is being pursued for a relatively shorter time will be considered as his/ her subsidiary activity.

**1.7.49 Current weekly activity status:** The current weekly activity status of a person is the activity status obtaining for a person during a reference period of 7 days preceding the date of survey. It is decided **on the basis of a certain priority cum major time criterion**. According to the priority criterion, the status of 'working' gets priority over the status of 'not working but seeking or available for work', which in turn gets priority over the status of 'neither working nor available for work'. *A person is considered working (or employed) if he/ she, while pursuing any economic activity, had worked for at least one hour on at least one day during the 7 days preceding the date of survey.* A person is considered 'seeking or available for work (or unemployed)' if during the reference week no economic activity was pursued by the person but he/ she made efforts to get work or had been available for work any time during the reference week though not actively seeking work in the belief that no work was available. A person who had neither worked nor was available for work any time during the reference week, is considered to be engaged in non-economic activities (or not in labour force). Having decided the broad current weekly activity status of a person on the basis of 'priority' criterion, the detailed current weekly activity status is again decided **on the basis of 'major time' criterion if a person is pursuing multiple economic activities.**



**1.7.50 Current daily activity status:** The activity pattern of the population, particularly in the unorganised sector, is such that during a week, and sometimes, even during a day, a person can pursue more than one activity. Moreover, many people can even undertake both economic and non-economic activities on the same day of a reference week. The current daily activity status for a person is determined on the basis of his/ her activity status on each day of the reference week **using a priority-cum-major time criterion** (day to day labour time disposition). The following points may be noted for determining the current daily status of a person:

- i) Each day of the reference week is looked upon as comprising of either two 'half days' or a 'full day' for assigning the activity status.
- ii) A person is considered 'working' (employed) for the entire day if he/ she had worked for 4 hours or more during the day.
- iii) If a person was engaged in more than one of the economic activities for *4 hours or more* on a day, he/ she would be assigned two economic activities out of the different economic activities on which he/ she devoted relatively longer time on the reference day. In such cases, one 'half day' work will be considered for each of those two economic activities (i.e., 0.5 intensity will be given for each of these two economic activities).
- iv) If the person had worked for *1 hour or more but less than 4 hours*, he/ she is considered 'working' (employed) for half-day and 'seeking or available for work' (unemployed) or 'neither seeking nor available for work' (not in labour force) for the other half of the day depending on whether he was seeking/ available for work or not.
- v) If a person was not engaged in 'work' even for 1 hour on a day but was seeking/ available for work even for 4 hours or more, he/ she is considered 'unemployed' for the entire day. But if he/ she was 'seeking/ available for work' for more than 1 hour and less than 4 hours only, he/ she is considered 'unemployed' for half day and 'not in labour force' for the other half of the day.
- vi) A person who neither had any 'work' to do nor was available for 'work' even for half a day was considered 'not in labour force' for the entire day and is assigned one or two of the detailed non-economic activity status depending upon the activities pursued by him/ her during the reference day.

It may be noted that while assigning intensity, an intensity of 1.0 will be given against an activity which is done for 'full day' and 0.5, if it is done for 'half day'.

**1.7.51 Operation:** It is the type of work performed by a person during a reference period such as manual, non-manual, agricultural, non-agricultural, etc. Operation has been combined with activity status and industry corresponding to the work performed. Information regarding the type of operation is collected **only for rural areas and relating to current status only**. The different types of operations are - ploughing, sowing, transplanting, weeding, harvesting, others (manual) and others (non-manual). In the last two cases, the sector in which the work is performed is indicated by the industry. It may be noted, that for 'regular wage/ salaried employees' on leave or on holiday, the 'operation' relates to their respective function in the work or job from which he/ she is temporarily off.

Similarly, for persons categorised as 'self-employed' but not working on a particular day in spite of having work on that day, the operation will relate to the work that he/ she would have done if he/ she had not enjoyed leisure on that day.

**1.7.52 Manual work:** A job essentially involving physical labour is considered as manual work. However, jobs essentially involving physical labour but also requiring a certain level of general, professional, scientific or technical education are not to be termed as 'manual work'. On the other hand, jobs not involving much of physical labour and at the same time not requiring much educational (general, scientific, technical or otherwise) background are to be treated as 'manual work'. Thus, engineers, doctors, dentists, midwives, etc., are not considered manual workers even though their jobs involve some amount of physical labour. But, peons, chowkidars, watchman, etc. are considered manual workers even though their work might not involve much physical labour. A few examples of manual workers are cooks, waiters, building caretakers, sweepers, cleaners and related workers, launderers, dry cleaners and pressers, hair dressers, barbers, beauticians, watchmen, gate keepers, agricultural labourers, plantation labourers and related workers

**1.7.53 Rural Labour:** Manual labour working in agricultural and/ or non-agricultural occupations *in return for wages* paid either in cash or in kind (excluding exchange labour) and *living in rural areas*, will be taken as rural labour.

**1.7.54 Agricultural labour:** A person will be considered to be engaged as agricultural labour, if he/ she follows one or more of the following agricultural occupations in the capacity of a wage paid manual labour, whether paid in cash or kind or both:

- (i) farming
- (ii) dairy farming
- (iii) production of any horticultural commodity
- (iv) raising of livestock, bees or poultry
- (v) any practice performed on a farm as incidental to or in conjunction with farm operations (including forestry and timbering) and the preparation for market and delivery to storage or to market or to carriage for transportation to market of farm produce. Further, 'carriage for transportation' refers **only to the first stage of the transport** from farm to the first place of disposal.

**Working in fisheries is excluded** from agricultural labour.

**1.7.55 Wage-paid manual labour:** A person who does manual work in return for wages in cash or kind or partly in cash and partly in kind (excluding exchange labour) is a wage paid manual labour. Salaries are also to be counted as wages. A person who is self-employed in manual work is **not treated** as a wage paid manual labour.

**1.7.56 Cultivation:** All activities relating to production of crops and related ancillary activities are considered as cultivation. Growing of trees, plants or crops as plantation or orchards (such as rubber, cashew, coconut, pepper, coffee, tea etc.) are not considered as cultivation activities for the purpose of this survey. In general, the activities covered under NIC-2004 sub-classes 01111, 01112, 01113, 01115, 01119, 01121, 01122 and 01135 (excepting plantation of pepper and cardamom) are to be considered as cultivation.

**1.7.57 Earnings:** Earnings refer to the wage/ salary income (and not total earnings from other sources) receivable for the wage/ salaried work done during the reference week by the wage/ salaried employees and casual labourers. The wage/ salary already received or receivable may be in cash or kind or partly in cash and partly in kind. For recording the wages and salaries:

- i) The kind wages are evaluated at the respective current retail price.
- ii) Bonus (expected or paid) and perquisites evaluated at respective retail prices and duly apportioned for the reference week are also included in earnings.
- iii) For any economic activity, amount received or receivable as 'over-time' for the additional work done beyond normal working time is excluded.

**1.7.58 Procedure for determining Household principal industry and occupation:** To determine the household principal industry and occupation, the general procedure to be followed is to list all the occupations pertaining to economic activities pursued by the members of the household excluding those employed by the household and paying guests (who in view of their staying and taking food in the household are considered as its normal members) during the one year period preceding the date of survey, no matter whether such occupations are pursued by the members in their principal or subsidiary (on the basis of earnings) capacity. Out of the occupations listed that one which fetched the maximum earnings to the household during the last 365 days preceding the date of survey would be considered as the principal household occupation. It is quite possible that one or more members of the household may pursue the household occupation in different industries. In such cases, the particular industry out of all the different industries corresponding to the principal occupation, which fetched the maximum earnings, should be considered as the principal industry of the household. In extreme cases, the earnings may be equal in two different occupations or industry-occupation combinations. By convention, in such cases, priority will be given to the occupation or industry-occupation combination of the senior-most member.

**1.7.59 Public works:** 'Public works' are those activities which are sponsored by Government or Local Bodies, and which cover local area development works like construction of roads, dams, bunds, digging of ponds, etc., as relief measures, or as an outcome of employment generation schemes under the poverty alleviation programme such as National Rural Employment Guarantee (NREG) public works, Sampoorna Grameen Rozgar Yojana (SGRY), National Food for Work Programme (NFFWP), etc.

The coverage of schemes under 'public works' is restricted to those schemes under poverty alleviation programme, or relief measures through which the Government generates wage employment. It may be noted that the names of these schemes signify the Budget Heads under Plan from which funds are released for carrying out various 'types of works'. The types of works that are generally undertaken through these schemes, are watershed development, drought proofing, land levelling, flood control, laying pipes or cables, sanitation, water harvesting, irrigation canal, development of orchard, road construction, building construction / repair, running crèche, etc.

There may be some schemes sponsored by the Government and in operation, which are conceived as self-employment generation schemes. Some such schemes of the Government

are Swarnjayanti Gram Swarozgar Yojana (schemes under erstwhile IRDP merged with this), Rural Employment Generation Programme (REGP), Prime Minister's Rozgar Yojana (PMRY), Valmiki Ambedkar Awas Yojana (VAMBAY), etc. Employment generated through these schemes is not to be considered within the purview of 'public works'.

Sometimes, the Government may undertake various programmes, viz., Accelerated Rural Water Supply Programme (ARWSP), Rural Sanitation Programme (RSP), Drought Prone Areas Programme (DPAP), Desert Development Programme (DDP), Integrated Wastelands Development Programme (IWDP), Pradhan Mantri Gram Sadak Yojana (PMGSY), etc. The main objective of such programmes is on infrastructure development rather than poverty alleviation and generation of employment. Moreover, these programmes are executed as projects through contractors. Employment generated through these programmes, which are executed through contractors, is also kept outside the domain of 'public works'. However, if similar activities relating to rural water supply, rural sanitation, desert development, wastelands development, etc. are undertaken by the State Government or Local Bodies to provide wage employment and without employing any contractor for its execution, those are to be considered under 'public works'.

Classification of individuals as 'casual labour in *public works*' requires that the work in which they participate is '*public works*' as defined above. To distinguish between '*public works*' and works not classifiable as '*public works*', some broad characteristics of '*public work*' have been identified, viz. the primary objective is generation of wage employment and poverty alleviation, and creation of community asset as an outcome in achieving those main objectives. These features of *public works* along with the description of some wage employment generation schemes given above will be helpful in identification of '*public works*'.

A short description of the three schemes sponsored by the Central Government, which are in operation either in rural areas or in urban areas, and are covered under '*public works*' is given below:

**1.7.59.1 National Rural Employment Guarantee (NREG) Public Works:** The National Rural Employment Guarantee Act, 2005 (NREGA) is an important step towards the realization of the right to work and to enhance the livelihood security of the households in the rural areas of the country. It extends to the whole of India except the state of Jammu & Kashmir. According to this Act, Rural Employment Guarantee Schemes (REGS) are formed by the State Governments. The Scheme provides at least one hundred days of guaranteed wage employment in every financial year to every household whose adult members volunteer to do unskilled manual work. Adult means a person who has completed his/ her eighteen years of age. Unskilled manual work means any physical work which any adult person is capable of doing without any special skill/ training. The implementing agency of the scheme may be any Department of the Central Government or a State Government, a Zila Parishad, Panchayat/ Gram Panchayat or any local authority or Government undertaking or non-governmental organization authorized by the Central Government or the State Government. If an applicant for employment under the scheme is not provided employment within 15 days of receipt of his application seeking employment or from the date on which employment has been sought, the applicant will be entitled for getting daily unemployment allowances.

**1.7.59.2 Sampoorna Grameen Rozgar Yojana (SGRY):** The primary objective of the Sampoorna Grameen Rozgar Yojana (SGRY) is to provide additional wage employment in all rural areas and thereby ensure food security and improve nutritional levels. The secondary objective is the creation of durable assets and infrastructural development in rural areas. This scheme was announced by the Prime Minister on 15.8.2001 and launched in September 2001. The schemes of Jawahar Gram Samridhi Yojana (JGSY), Employment Assurance Scheme (EAS) have been merged under this programme w.e.f. 1.4.2002. The SGRY is open to all rural poor who are in need of wage employment and desire to do manual and unskilled work in and around the village/ habitat. The programme is self-targeting in nature. While providing wage employment preference is given to agricultural wage earners, non-agricultural unskilled wage earners, marginal farmers, women, members of Scheduled Castes/ Scheduled Tribes, parents of child labour withdrawn from hazardous occupations, parents of handicapped children or adults with handicapped parents. The programme is implemented through the Panchayati Raj Institutions (PRIs). Thirty percent of employment opportunities are reserved for women under the programme.

The programme is implemented on cost sharing basis in the ratio of 75:25 between the Centre and the States for the cash component of the programme. However, foodgrains under the programme are provided to the States free of cost.

Five per cent of the funds and foodgrains under SGRY are retained in the Ministry of Rural Development for utilization in areas of acute distress arising out of natural calamities or by taking up preventive measures in the chronically drought or flood affected areas. In addition, a certain percentage of the allotted foodgrains under the SGRY is reserved for the Special Component to be used in any Central or State Government scheme with wage employment potential to meet exigencies arising out of any natural calamity. The remaining funds and foodgrains under SGRY are distributed among the Zila Parishad, Intermediate Panchayats and Village Panchayat in the ratio of 20:30:50.

Wages under the programme are paid partly in the form of foodgrains and partly in cash. The States and UTs are free to calculate the cost of foodgrains paid as part of wages, at a uniform rate, which may be either BPL rate or APL rate, or anywhere between the two rates. The workers are paid the balance of wages in cash so that they are assured of the notified minimum wages.

Under the programme, priority is given to works of soil and moisture conservation, minor irrigation, rejuvenation of drinking water resources and augmentation of ground water, traditional water harvesting structures, desiltation of village tanks/ ponds, durable assets such as schools, kitchen sheds for schools, dispensaries, community centers, and Panchayat Ghars. Development of Haats, which are labour intensive, is also to be given priority. The size, cost and nature of the work should be such that they may be completed within a period of one year and in exceptional situations within a maximum period of two years.

**1.7.59.3 National Food for Work Programme (NFFWP):** The National Food for Work Programme (NFFWP) is being implemented in 150 most backward districts of the country from November, 2004. The objective of the programme is to provide additional resources to 150 most backward districts of the country so that generation of supplementary wage employment and provision of food security through creation of need based economic, social and community assets in these districts is further intensified. Foodgrains are provided to the States free of cost. Works are taken up under the programme in accordance with the Five

Year Perspective Plan. The Collector is responsible for preparation of the Perspective Plan and for programme implementation.

The above three schemes are sponsored by the Central Government for generation of wage employment. These apart, there may be similar schemes sponsored by the State Government or Local Bodies to provide wage employment, which are also to be considered under 'public works'.

**1.7.60 Usual place of residence (upr):** In this survey, usual place of residence (upr) of a person is defined as a place (village/town) where the person had stayed continuously for a period of six months or more.

**1.7.61 Migrant:** A household member whose last usual place of residence is different from the present place of enumeration is considered as a migrant member in a household.

**1.7.62 Migrant household:** If the entire household, as now being enumerated has moved to the place of enumeration during the last 365 days preceding the date of survey, it will be considered as a migrant household. If one member of the household has moved ahead of other members to the present household and others have joined later (but all of them during the reference year) such households will also be considered as migrant households. Where some members of the household were born or married into households which have moved, during the last 365 days, the entire household is to be treated as migrated to the place of enumeration.

**1.7.63 Out-migrant:** Any former member of a household who left the household, any time in the past, for stay outside the village/ town is considered as out-migrant provided he/ she is alive on the date of survey.

**1.7.64 Reason for migration:** The reasons for migration, which are to be collected in codes, are as follows:

reason for migration	reason for migration
in search of employment	social / political problems (riots, terrorism, political refugee, bad law and order, etc.)
in search of better employment	displacement by development project
business	acquisition of own house/ flat
to take up employment / better employment	housing problems
transfer of service/ contract	health care
proximity to place of work	post retirement
studies	marriage
natural disaster (drought, flood, tsunami, etc.)	migration of parent/ earning member of the family
	others

The reason for migration has to be arrived at after suitable probes. Brief details of each of these reasons are given below:

(i) *In search of employment*: Persons, who were not already in employment at the time of leaving the last upr, when migrate to another village/ town in search of employment are considered as migrated in search of employment.

(ii) *In search of better employment*: These include those persons who were employed at the time of leaving last upr, but have come to the place of enumeration in search of better employment, in terms of emoluments, job satisfaction, etc..

(iii) *To take up employment / better employment*: The first two cases are different from this one because it relates to persons who come to the place of enumeration to *take up employment*. These persons were not in search of employment but were offered jobs or were offered better jobs than the one they were having at the time of leaving last upr.

(iv) *Business*: Those who migrate to start a new business or due to shifting of the existing business will be considered as migrated for business.

(v) *Transfer of service/ contract*: Transfer of service/ contract will include persons who as part of the employment contract or service liability migrate from one place of posting to another.

(vi) *Proximity to place of work*: This will include persons who had moved in order to be nearer to their places of work. These are the people who move to another village/ town with the explicit purpose of avoiding or reducing commuting to place of work or other similar reasons and should be distinguished from the persons who migrate to *take up employment/ better employment*.

(vii) *Studies*: Students and others who leave their upr for studies will be classified under this category. If a person changes upr to pursue his studies and at the same time looks for employment, which is the case in many occasions, the factor which is basic for his change of residence should be considered.

(viii) *Natural disaster (earthquake, drought, flood, tsunami, etc.)*: Persons who have migrate due to natural disaster caused by earthquake, drought, flood, cyclone, tsunami, etc. will be covered under this category.

(ix) *Social/ political problems (riots, terrorism, political refugee, bad law and order, etc.)*: Migration arising out of social or political problems such as riots, terrorism, political refugee, bad law and order, etc. will be included under this category.

(x) *Displacement by development project*: Sometime undertaking development projects, such as construction of dams, power plants, or starting a new factory, etc., may result in eviction of persons and those effected by such displacements may migrate to other village/ town. Such types of migration will be included in this category.

(xi) *Acquisition of own house/ flat*: Persons who move to a place to stay in a house/ flat acquired by them will be categorized in this category. Here again the reason for movement should be directly attributable to the acquisition. Persons who on retirement move to their own house, etc. will not be included.

(xii) *Housing problems*: Certain persons move from metropolitan cities or large towns to nearby smaller towns or other areas due to the problems of getting suitable accommodation, poor amenities, or high rent, etc. In rural areas, it may be mainly due to poor amenities.

(xiii) *Health care*: Persons sometimes move from one place to another due to the availability of better medical facilities for treatment or conditions, unsuitable weather in the last upr. They will be covered under this reason.

(xiv) *Post retirement*: Sometimes after retirement, persons may leave upr either to stay in their native place or in some other place chosen by him/ her. If the reason for migration is due to retirement from employment they will be categorized here.

(xv) *Marriage*: A substantial number of women in India change their upr after marriage. Person, whose change in upr occurs exclusively due to marriage will be covered here.

(xvi) *Migration of parent/ earning member of the family*: In many cases, the members are passive movers in the sense that they change upr because the parent or earning member changed upr. Such migrants will be categorized here.

(xvii) *Others*: Reasons for migration which cannot be classified into any of the above categories will be covered here.

1.7.64.1 It may be noted that the reason for migration is to be collected for the migrant households, for the out-migrants and for each migrant member in a household. The reason for migration for each of the out-migrants from a household as well as for the migrant members in a household is to be found out and any one of the reasons listed above are to be assigned. For out-migrants and migrants in a household all of the reasons listed above may be applicable. However, for a migrant household, all the reasons cited above except the reason 'migration of parent/earning member of the family' may be applicable. In many occasions, more than one of the reasons given above may seem to be applicable for the migration of a household member, such as a person may leave the upr for study but at the same time may look for employment. In such cases, the reason which is basic for migration of the household member has to be determined to assign reason for migration code. Similarly, the reason for migration of a household has to be determined considering the basic reason for migration, if more than one reason seem possible. For example, a household which was facing some housing problem at the place of last usual residence, had to migrate as the earning member was transferred to the present place of enumeration. In this case, the reason for migration of the household shall be 'transfer of service/ contract'. The Investigator may identify the basic reason, in consultation with the respondents, after detailed probing in cases involving more than one reason for migration.

1.7.65 **Remittances**: These are the transfers, in either cash or kind, to the households by their former members who had migrated out. For the purpose of this survey, the former household members who had migrated out any time in the past, will only be considered and the transfers by them during the last 365 days will be treated as remittances. However, if such transfers are in the form of loans, these will not be considered as remittances. The valuation of the remittances received in kind will be done by considering the market value of the kind received by the household. If the cash remittances are in any foreign currency, exchange value of the cash remittances in Indian Rupee may be arrived at to determine the amount of remittances. It is, moreover, to be noted that amount of remittances may be



arrived at considering both the remittances received through formally recorded channels as well as remittances sent through informal channels.

**Table 1: Allocation of sample villages and blocks for NSS 64<sup>th</sup> round**

state/u.t.	number of FSUs					
	central sample			state sample		
	total	rural	urban	total	rural	urban
(1)	(2)	(3)	(4)	(5)	(6)	(7)
ANDHRA PRADESH	872	560	312	872	560	312
ARUNACHAL PRADESH	144	88	56	144	88	56
ASSAM	304	200	104	304	200	104
BIHAR	880	712	168	880	712	168
CHHATTISGARH	240	160	80	240	160	80
GOA	40	16	24	64	24	40
GUJARAT	520	272	248	360	184	176
HARYANA	240	144	96	240	144	96
HIMACHAL PRADESH	224	168	56	224	168	56
JAMMU & KASHMIR	256	144	112	512	288	224
JHARKHAND	312	216	96	312	216	96
KARNATAKA	528	296	232	528	296	232
KERALA	368	240	128	552	360	192
MADHYA PRADESH	696	448	248	696	448	248
MAHARASHTRA	1008	504	504	1256	504	752
MANIPUR	288	192	96	576	384	192
MEGHALAYA	176	128	48	176	128	48
MIZORAM	160	64	96	160	64	96
NAGALAND	176	128	48	272	128	144
ORISSA	520	384	136	520	384	136
PUNJAB	320	176	144	320	176	144
RAJASTHAN	552	376	176	552	376	176
SIKKIM	144	120	24	144	120	24
TAMIL NADU	712	360	352	712	360	352
TRIPURA	288	216	72	288	216	72
UTTAR PRADESH	1264	904	360	1264	904	360
UTTARANCHAL	168	104	64	168	104	64
WEST BENGAL	880	552	328	880	552	328
A & N ISLANDS	56	32	24	0	0	0
CHANDIGARH	48	8	40	0	0	0
D & N HAVELI	32	16	16	0	0	0
DAMAN & DIU	32	16	16	32	16	16
DELHI	160	16	144	320	32	288
LAKSHADWEEP	24	8	16	0	0	0
PONDICHERY	56	16	40	56	16	40
ALL- INDIA	12688	7984	4704	13624	8312	5312

## Chapter Two

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### Schedule 0.0: List of Households

**2.0.0 Introduction:** Schedule 0.0 is meant for listing all the houses and households residing in the sample first stage unit (FSU) or sample hamlet-groups/ sub-blocks in case of large FSUs. Some household information like household size, relative affluence, occurrences of migration, whether any household member in the age-group of 5 – 29 years enrolled at primary and above level, MPCE etc. will also be collected in this schedule. These auxiliary information will be used for grouping the households into different second-stage-strata (SSS). The sampling frames for selection of households will be prepared and details of the selection of sample households will be recorded in this schedule. Whenever hamlet-groups/ sub-blocks (hg's/sb's) are required to be formed, particulars relating to the formation and selection of hg's/ sb's are also to be recorded in this schedule. Concepts and definitions of various items are given in Chapter One.

**2.0.1 Unit of survey and sampling frame:** The first stage unit (FSU) is the 2001 census village [panchayat ward for Kerala] in the rural sector. FSU in the urban sector is the Urban Frame Survey (UFS) block. *Latest list of UFS blocks will be used for selection of urban samples. Towns may, therefore, belong to different phases of UFS. It is indicated in the sample list under the head "frame code" as to which particular UFS phase has been used as the sampling frame for selection of FSUs belonging to a town.* For some of the towns, particularly the new towns as per Census 2001, it may so happen that UFS work is yet to be completed. In such cases, each individual town will be treated as an FSU. The investigator, on arrival at a sample FSU will ascertain the exact boundaries of it. This may be done with the help of the village officials like patwari, panchayat authorities etc. for rural areas and with the help of UFS maps/ ward maps/ town maps in the urban areas.

**2.0.2 Formation of hamlet-groups (hg's) and selection of hamlet-groups 1 & 2:** With a view to controlling the workload mainly at the stage of listing of households, hamlet-group formation will be resorted to in the large villages. A large village will be divided into a certain number (D) of sub-divisions called hamlet-groups (hg's). The number of hg's to be formed (i.e. the value of D) will depend on the *approximate present population* of the sample village. The criterion for deciding the number of hg's to be formed in a large village have been discussed in detail in Chapter One.

For the sample village without hg formation, entire village will be treated as *hamlet-group 1*. For large sample village, two hg's will be selected by the method of Simple Random Sampling Without Replacement (SRSWOR). *Listing and selection of households will be done separately and independently for each selected hamlet-group.*

The procedure for listing hamlets and forming hamlet-groups is outlined below.

**2.0.2.1 Procedure:** In a large village, there exist usually a few localities or pockets where the houses of the village tend to cluster together. These are called 'hamlets'. In case there are no such recognised hamlets in the village, the census sub-divisions of the village (e.g. enumeration blocks or groups of census house numbers or geographically distinct blocks of houses) may be treated as 'hamlets'. Large hamlets may be divided artificially to achieve more or less equal

population content for the purpose of hamlet-group formation. The procedure for formation of hamlet-groups is best described, perhaps, by listing sequentially the steps involved:

- (i) Identify the hamlets as described above.
- (ii) Ascertain approximate present population of each hamlet.
- (iii) Draw a notional map in block 3 of schedule 0.0 showing the approximate location of the hamlets and number them in a serpentine order starting from the northwest corner and proceeding southwards. While drawing this map, uninhabited area (non-abadi area) of the village will be included as part of nearby hamlet, so that no area of the village is left out. The boundaries of the hamlets may be defined with the help of some landmarks like canals, footpaths, railway lines, roads, cadastral survey plot numbers etc., so that it would be possible to identify and locate the geographical boundaries of the hamlet-groups to be formed in the village.
- (iv) List the hamlets in block 4.1 of schedule 0.0 in the order of their numbering. Indicate the present population content in terms of percentages.
- (v) Group the hamlets into D hamlet-groups. *The criteria* to be adopted for hamlet-group formation are *equality of population content and geographical contiguity* (numbering of hamlets is not to be adopted as a guideline for grouping). *In case there is a conflict between the two aspects, geographical contiguity is to be given priority.* However, there should not be substantial difference between the population of the smallest and the largest hamlet-group formed. Indicate the grouping in the map.
- (vi) Number the hamlet-groups serially in column (1) of block 4.2, schedule 0.0. The hamlet-group containing hamlet number 1 will be numbered as 1, the hamlet-group with next higher hamlet number not included in hg 1 will be numbered as 2 and so on. Indicate the numbers also in the notional map. It is quite possible that a hamlet-group may not be constituted of hamlets with consecutive serial numbers.

**2.0.3 Formation of sub-blocks (sb's):** In case urban sample FSUs i.e. UFS blocks (or towns in case UFS frame is not available) are found to be large in terms of population, they are subjected to sub-block formation. Procedure for formation of sub-blocks is, however, the same as that for the formation of hamlet-groups in the case of large villages. Here the sub-blocks are to be formed artificially by dividing the FSU into a certain number (say, D) of divisions *by more or less equalizing the population giving priority to geographical compactness* within each sub-block as per the criterion specified in Chapter One. The number of sb's to be formed (i.e. the value of D) will be determined according to the same criteria as adopted in the case of rural FSUs. Sub-blocks will be numbered serially in column (1) of block 4.2.

As in the case of villages, for the urban sample FSUs without sub-block formation entire FSU will be treated as *sub-block 1*. For large sample FSUs, two sub-blocks will be selected by SRSWOR scheme. *Listing and selection of households will be done separately and independently for each selected sub-block.*

**2.0.4 Starting point for listing:** Having determined the areal unit to be surveyed, the investigator will proceed to list the houses and households in this areal unit. The listing may be done in the same order as that of the 2001 Census order of house listing. If the census order of

house listing is not available, the listing may be started from the northwest corner of the FSU and proceeding southwards in serpentine order. While listing the households, some essential minimum particulars about the households will be collected for the purpose of classification (i.e. second stage stratification).

**2.0.5 Structure of the schedule:** The schedule 0.0 contains the following blocks:

- Block 0: descriptive identification of sample village/ block
- Block 1: identification of sample village/ block
- Block 2: particulars of field operations
- Block 3: sketch map of hamlet-group (hg)/ sub-block (sb) formation
- Block 4.1: list of hamlets (only for rural samples with hg formation)
- Block 4.2: list and selection of hamlet-groups (hg's)/ sub-blocks (sb's)
- Block 5: list of households and record of selection for households (hg/ sb 1/ 2)
- Block 5.1: working sheet for identifying relatively affluent households (hg 1/ 2)  
(rural only)
- Block 6: particulars of sampling of households
- Block 7: distance of the village to the nearest facility
- Block 8: particulars relating to public works programme in the village
- Block 9: remarks by investigator/ senior investigator
- Block 10: comments by superintendent/ senior superintendent
- Block 11: comments by other supervisory officer(s)

**2.0.6 Use of additional sheets of blocks 4.1, 4.2, 5, 5.1:** Whenever one schedule booklet is not adequate to list all the hamlets and hamlet-groups/ sub-blocks (blocks 4.1, 4.2) or all the households (block 5) or relatively affluent households (block 5.1) of the sample FSU or hg/sb, additional sheets containing the relevant block(s) shall be used and tagged firmly to the main schedule.

The procedures to be followed for filling up the various blocks of the schedule 0.0 are described in the following paragraphs.

Before filling in blocks, it is necessary to put tick-marks in the appropriate boxes at left hand and right hand top corners of the first page of the schedule.

**Block 0: Descriptive identification of sample village/ block (i.e. FSU)**

**2.0.7 General:** This block is meant for recording descriptive identification particulars of the sample FSU. State/ UT, district, tehsil/ town name (to be tick-marked appropriately), village name, ward no./ investigator (IV) unit no., block no. are to be copied properly from the sample list in the appropriate places.

**Block 1: Identification of sample village/ block**

**2.1.0 General:** This block is meant for recording the identification particulars of the sample FSU in terms of codes or numbers. The particulars relating to all the items will be recorded in box

spaces provided in the block against each item (except for items 2 & 3, the codes of which are already printed). For multiple cells, the rightmost cell shall be used for recording the digit of the unit place, the next left cell for the tenth place digit and so on. *Items 1, 4 to 11, 13 and 14 shall be copied from the sample list.*

**2.1.1 Item 12: FOD sub-region:** The four-digit code corresponding to the FOD sub-region to which the sample FSU belongs will be recorded against item 12. A ‘-’ will be put against this item for the state samples and also for the central samples for the states of Arunachal Pradesh, Manipur, Mizoram and Tripura for which field work is carried out by the respective States.

**2.1.2 Item 13: frame code:** The different types of frames used for selection of FSUs are indicated by 'frame code' in the sample list. *Entry against item 13 shall be copied from the sample list.* The frame codes to be used are:

Rural: 2001 census – 13.

Urban: 1982-87 UFS – 06, 1987-92 UFS – 07, 1992-97 UFS – 09, 1997-2002 UFS – 11,  
2002-2007 UFS –14, 2001 census – 13 (for non-UFS towns).

**2.1.3 Item 14: frame population:** The population of the sample FSU as given in the sample list will be copied here. For villages or towns selected as the FSU, it will be the census 2001 population. For UFS blocks, it will be the UFS block population of the block as per UFS frame.

**2.1.4 Item 15: approximate present population:** The investigator will first ascertain the approximate present population of the entire sample FSU taking into consideration the normal growth of population along with any abnormal influx of population into or exodus of population from the sample FSU. This may be ascertained mainly from the knowledgeable persons by putting certain probing questions. The starting point can be 2001 census population. In the case of large difference with census population, it may be asked whether there has been any abnormal influx into or exodus from the FSU after the census or the village has been split or partly merged with other village/ urban area. If so, the approximate increase or decrease of population due to such events or any new settlements that have come up in the FSU after the census is to be ascertained.

**2.1.5 Item 16: total number of hg's/ sb's formed (D):** The total number of hg's/ sb's formed in the sample FSU will be the value of 'D' as recorded in block 4.2. If the sample FSU does not require any hg/ sb formation, the entry against this item will be '1'.

**2.1.6 Item 17: Survey code:** The different survey codes are:

selected village/ block has been surveyed:

inhabited .....	1
uninhabited .....	2
zero case .....	3

selected village/ block is casualty but a substitute village/ block has been surveyed:

inhabited .....	4
uninhabited .....	5
zero case .....	6

selected village/ block is casualty and no substitute has been surveyed .....7.

Some examples of zero cases are: FSUs comprising wholly the barracks of military and paramilitary forces (like CRPF, BSF etc.), rural areas declared as urban areas and now forming part of UFS frame used for urban sampling, FSUs wholly submerged under water in a dam or FSUs with the whole population evicted because of acquisition of land to construct a new factory or other project work etc. with no chance of habitation in future. As against this, the FSU whose entire population has shifted elsewhere due to some natural calamities like fire, cyclone etc., but is likely to return in the future, will be considered as uninhabited FSU and will be given code 2 or 5 as the case might be. If the substitute FSU cannot be surveyed, survey code will be 7.

**2.1.7 Item 18: Reason for substitution of original sample:** In all the cases where the *originally* selected sample FSU is a casualty irrespective of whether it has been substituted and subsequently surveyed or not surveyed (i.e. for codes 4 to 7 against item 17), the reason for its becoming a casualty will be recorded in terms of code against item 18. The codes are:

Original sample FSU:

not identifiable/ traceable.....	1
not accessible.....	2
restricted area, survey of which is not permitted .....	3
others (specify).....	9

A ‘—’ may be put against this item if the entry against item 17 is 1 or 2 or 3. *Cases of FSUs comprising wholly the barracks of military and paramilitary forces will not be considered as restricted area for providing code 3 against item 18. As stated earlier, such cases will be considered as surveyed and will be treated as zero cases.*

**2.2 Block 2: Particulars of field operations:** The details of field operations will be recorded in this block. While recording the total time taken to canvass the schedule 0.0 (i.e. column 3, srl. no. 4 of this block), it may be noted that the time taken to reach the sample village and come back should not be considered for filling in this item. In other words, total time spent in identification of the boundaries of the sample FSU, hamlet-group/ sub-block formation, listing of households, formation of second-stage strata, selection of households and filling in all other blocks of this schedule may be recorded in hours. All other items are self-explanatory.

### 2.3 Block 3: Sketch map of hamlet-group (hg)/ sub-block (sb) formation

2.3.0 For large FSUs requiring hg/ sb formation, the space provided for in the block shall be used to draw a free hand sketch-map of the FSU showing the boundaries of the hamlets and hg's/ sb's formed so that they may be identifiable in the field afterwards with the help of this map. It need not be drawn to scale. The serial numbers of the hamlets as given in column (1) of block 4.1 will be written down on the map against each hamlet. The hamlet-group number given in column (1) of block 4.2 to which the hamlet belongs will also be shown against each hamlet within brackets on the right side of the hamlet number. Similarly, sub-blocks will also be numbered in the map. The areas for the selected hg's/ sb's shall be shaded in the map.

#### 2.4.1 Block 4.1: List of hamlets (only for rural samples with hg formation)

2.4.1.0 This block is to be filled in only for the rural samples requiring formation of hamlet-groups (i.e. for D>1). All the hamlets located in the village will be listed in the specified order.

2.4.1.1 *Columns (1) to (3)*: A running serial number for the hamlets will be given in column (1). Name of the hamlets will be written in column (2). Present population of each hamlet expressed as percentage of the total village population will be given in column (3) in whole numbers. Entries in column (3) should add up to 100.

#### 2.4.2 **Block 4.2: List and selection of hamlet-groups (hg's)/ sub-blocks (sb's)**

2.4.2.0 **General**: This block is meant for recording the details of the hg/ sb formation and their selection for FSUs requiring hg/ sb formation (i.e. with  $D > 1$ ). Reference may be made to paragraphs 2.0.2, 2.0.2.1 and 2.0.3 for the procedures of formation and numbering of hg's/ sb's.

2.4.2.1 **Column (1): serial no. of hg/ sb**: The hg's/ sb's formed will be given a running serial number (starting from 1) in column (1) as per the guidelines given in paragraphs 2.0.2, 2.0.2.1 and 2.0.3. The last serial number in this column will be the value of 'D' which is to be recorded against 'D' below the block heading.

2.4.2.2 **Column (2): serial no. of hamlets in the hg (rural only)**: This column is to be filled up only for rural FSUs. The serial numbers of the hamlets recorded in column (1) of block 4.1 constituting each hamlet-group are to be recorded in column (2) separated by commas.

2.4.2.3 **Column (3): percentage (%) population in the hg/ sb**: Approximate present population of the hg/ sb in terms of percentage to total FSU population will be recorded in column (3) in whole number. Entries in this column should always add up to 100.

2.4.2.4 **Column (4): sample hg/ sb number**: Two hg's/ sb's will be selected from the large FSU for the purpose of survey by the method of SRSWOR. The procedure is as follows:

First draw a random number, say  $R_1$ , between 1 and  $D$  using random number table. Enter 1 in column (4) against the serial number in column (1), which is equal to  $R_1$ . Next draw another random number between 1 and  $D$ . If it is equal to  $R_1$ , reject it and draw another random number. Continue until a random number, say  $R_2$ , different from  $R_1$ , is drawn. Enter 2 in column (4) against the serial number in column (1), which is equal to  $R_2$ . These are the two selected hg's/ sb's. The selected serial numbers may be encircled in column (1).

For all other hg's/ sb's (except the two selected), column (4) may be left blank.

#### 2.5 **Block 5: List of households and record of selection of households (hg/ sb 1/ 2)**

2.5.0.1 In this block, various information are to be recorded separately for each selected hg/ sb. When there is no hg/ sb formation in the FSU, the hg/ sb number will be '1'.

2.5.0.2 This is the main block of the schedule. Listing of all houses and households along with collection of a few particulars for identification, preparation of sampling frame, formation of second stage strata and selection of sample households for the schedules 10.2, 25.2 and 1.0 are to be carried out in this block.

2.5.0.3 It is essential to ensure that there is no omission or duplication of any house or household. A house to house enquiry will be made to list all the houses and households. *Households, which are found to be locked (including such households which are absent in the*



*present place for a period of less than six months during last one year) at the time of listing, are also to be listed and included in the frame of households before sample selection. After obtaining from the neighbours as much details as possible about the absentee households, attempt should be made to contact the households at the appropriate hours (even outside the normal working hours of the investigators) and if need be by revisiting the households during the survey period in the sample FSU. While listing a house the investigator shall find out how many households (including locked households) reside there and list all of them. After this, the investigator will proceed to list the next house. In order to ensure complete listing of houses/ households, it is better to follow some definite order for listing. The order followed in 2001 Population Census may be adopted, wherever possible, taking care that any house that has come up later is not omitted; otherwise, listing may be done in serpentine manner starting from the north-west corner and moving southwards. The names of any natural grouping of the houses like hamlet, street, mohalla, etc. and date of listing may be written at the top before the listing of houses starts. This will help in checking completeness.*

2.5.0.4 If there is hg/ sb formation in the FSU, listing of houses and households will be done for sample hg/ sb no. 1 first. The serial number of sample hg/ sb and the names of hamlets will be written before the listing of households starts. After completing the listing of houses/ households of each hamlet of the sample hg, one line will be left blank. On completion of the job for sample hg/ sb 1, listing for sample hg/ sb 2, if formed in the FSU, will be taken up in a separate page of block 5.

*First tick-mark the hg/ sb number (1 or 2) in the heading of the block 5 correctly and cross the one not applicable.*

Various columns of block 5 are described below:

2.5.1.1 **Column (1): house number:** All houses including vacant ones shall be listed by giving a house number. The 2001 Population Census house number or the number given by the local panchayat, municipality or other local bodies, may be used if available. The houses without such numbers will be given a separate running serial number starting from 1 within brackets. Wherever house numbers are available, even if not for all the houses, the actual house numbers shall be recorded without any brackets. After listing all the households associated with a house, the next house shall be listed. If the house is used solely for non-residential purposes or is vacant, the purpose to which it is put will be written across the line, e.g. temple, vacant structure, etc. For family living under a tree or bridge etc. (i.e. without any house), a ‘—’ may be put in this column.

2.5.1.2 **Column (2): household serial number:** The household(s) normally residing in the house or in a fixed location (e.g. under a tree/ bridge/ open space etc.) listed in column (1) will be numbered in column (2). All households (including those found temporarily absent) will be given a running serial number in this column starting from 1. In case of persons staying, say, in hostels and forming single member households, each of them will be listed in separate lines giving a household serial number. Continuous serial number starting from 1 will be given in column (2) for each of the sample hg's/ sb's 1 & 2 separately. This column will be left blank for the lines meant for vacant houses, non-residential buildings, etc.

**2.5.1.3 Column (3): name of head of household:** For a household having serial number in column (2), the name of the head shall be recorded here.

**2.5.1.4 Column (4): household size:** The size of each household as defined in Chapter One will be recorded in this column. A small box space is provided against this column at the end of each page to record the total for this column.

**2.5.1.5 Column (5): relatively affluent household (yes – 1, no – 2):** This column will be filled in for rural FSUs only. Each household having a serial no. in column (2) will get a code in this column. The codes recorded in this column will be used for preparing the frames for second-stage strata (SSS) 1 and 2 for schedule 1.0.

This column will be filled-in after completion of listing of all affluent households in block 5.1.

A household will be classified as affluent in block 5.1 if (i) it owns any of the items such as motor car/ jeep/ tractor/ combine-harvester/ truck/ bus/ van , consumer durables like fridge/ washing machine or spacious pucca house in good condition or (ii) a household member is a professional such as doctor/ advocate or has a high salaried job or (iii) the household owns 2 hectares or more cultivable land or 1 hectare or more irrigated land or (iv) owns at least 10 heads of cattle and buffaloes. If no affluent household could be identified, SSS 1 will be void. But in case the number of affluent households as per block 5.1 exceeds 10 for a hamlet-group, the top ten among them in order of their relative affluence (as per the judgement of investigator) will form the frame for SSS 1.

At the listing stage, if a household is observed to satisfy at least one of the criteria for affluent household, block 5.1 will be filled-in for the household. After completion of the listing of all households, **10 most affluent households will be identified** in block 5.1 for each hamlet-group and code '1' will be entered in column (5) of block 5 against the corresponding households. If the number of households listed in block 5.1 does not exceed 10, code '1' will be entered in column (5) of block 5 against all the households listed in block 5.1. Code '2' will be entered in column (5) of block 5 against all other households.

For locked households, efforts must be made to get the information from the neighbours. If no information is available even from the neighbours, code 2 will be entered in this column for such households.

**2.5.1.6 Columns (6) – (7):** These columns will be filled in only for *urban* samples.

**2.5.1.6.1 Column (6): average monthly household consumption expenditure (Rs):** The household consumer expenditure has been explained in Chapter One. The average monthly consumer expenditure incurred by the household during last 12 months may be recorded in this column in whole number of rupees.

**2.5.1.6.2 Column (7): monthly per capita expenditure (MPCE) (Rs):** The entry for this column will be derived as entry in col. (6) divided by the household size in col. (4). This will be recorded in whole number of rupees.

**2.5.1.7 Columns (8) – (10): Schedule 10.2: sampling serial number: SSS:** It may be recalled that for schedule 10.2, there will be three SSS. These columns are meant for preparation of frames for the three SSS of schedule 10.2. All the households with a serial number in col. (2) will be tick-marked (√) in one and only one of the three columns following the procedure given below.

First, it will be enquired from the household if there is at least one out-migrant for the household and whether the household received at least one remittance from the out-migrant during last 365 days, as defined in Chapter One. If the answer is affirmative then a tick-mark (√) will be given in column 8.

If the answer is negative, then it will be asked whether there is any other type of migrants in the household (including temporary out-migrants) for employment purpose, as defined in Chapter One. If there is such a member then tick-mark (√) will be given in column 9.

If there is no member satisfying the above two criteria, tick-mark (√) will be given in column (10).

The tick-marks (√) in cols.(8)/ (9)/ (10) will then be serially numbered starting from 1 independently in all the three columns and these will be the sampling serial numbers for SSS 1, SSS 2 and SSS 3 respectively. The values of H, the highest serial nos. in each of these columns will be recorded against 'H' in the space provided in the column headings.

For locked households, efforts must be made to get the information from the neighbours. If no information is available even from the neighbours, tick-marks (√) will be given in column (10).

**2.5.1.8 Columns (11) – (13): Schedule 10.2: sample household number: SSS:** Number of sample households to be selected (h) for each combination of hg/ sb × SSS has been given in Chapter One. The values of 'h' are to be recorded in the space under the column headings.

For selecting the sample households of any particular (hg/ sb) × SSS, the following procedure will be followed. Suppose 'H' denotes the total number of households in the frame [i.e. the highest entry in column (8)/ (9)/ (10)] and 'h' the number of households to be selected. If H = h, all the households will be selected and no random number needs to be drawn. Otherwise, first draw a random number, say R1, between 1 and H. Next, draw another random number, say, R2, also between 1 and H. If R2 = R1, then reject R2 and draw a fresh R2. Continue this way till requisite number of distinct R's [i.e. R1, R2, ..., R(h)] have been drawn. Then the households with sampling serial numbers R1, R2, ..., R(h) [in column (8)/ (9)/ (10)] will be the selected households and be given sample household numbers as 1, 2,....., h respectively in columns (11)/ (12)/ (13). Encircle the corresponding sampling serial numbers in columns (8)/ (9)/ (10).

**2.5.1.9 Columns (14) – (15): Schedule 25.2: sampling serial number: SSS:** There will be two SSS for the schedule 25.2. Sampling frames for SSS 1 & 2 will be prepared through these two columns. If there is any household member of age 5 – 29 years enrolled at primary and above level, a tick-mark (√) will be given against the household in col.(14). Remaining

households will be tick-marked in col.(15). The tick-marks ( $\checkmark$ ) in cols.(14)/ (15) will then be serially numbered starting from 1 independently in each of the two columns.

The values of H, the highest serial nos. in each of these columns will be recorded against 'H' in the space provided in the column headings.

For locked households, efforts must be made to get the information from the neighbours. If no information is available even from the neighbours, tick-marks ( $\checkmark$ ) will be given in column (15).

**2.5.1.10 Columns (16) – (17): Schedule 25.2: sample household number: SSS:** The number of households to be selected (h) for each combination of hg/ sb  $\times$  SSS has been given in Chapter One. The values are to be recorded in the space under the column headings. The sample households will be selected with SRSWOR in each hg/ sb  $\times$  SSS. The procedure is similar to that described for schedule 10.2 in para 2.5.1.8 **with the modification that if the sample household is found to have been already selected for schedule 10.2, it will be replaced by the next non-selected household in the frame.** The household selected after replacement will be treated as the originally selected household. The sampling serial number of this household will be encircled twice. This modification has been done with a view to select separate households for the two schedule types. However, if the number of households in frame is small, one or more sample households may be common for both the schedule types. In such cases both schedules will be canvassed in the same household.

**2.5.1.11 Columns (18) – (19): Schedule 1.0: sampling serial number: SSS:** These columns are meant for preparation of frames for the two SSS of schedule 1.0. For rural areas households with code 1 in col.(5) will be tick-marked ( $\checkmark$ ) in column (18) while for the urban areas the households having MPCE (column (7)) more than 'A' (*the value of 'A' for each NSS state-region is given in Table 2*) will be tick-marked ( $\checkmark$ ) in column (18). The remaining households which have not been tick-marked ( $\checkmark$ ) in column (18) will be given tick-marks ( $\checkmark$ ) in column (19). Then all the tick-marks will be given running serial numbers starting from 1 in each column independently. These will be the sampling serial numbers for SSS 1 and SSS 2 respectively.

The highest serial nos. in each of these columns will be the value of 'H' for the respective SSS. This value will be recorded against 'H' in the space provided in the column headings.

For locked households, efforts must be made to get the relevant information from the neighbours. If no information is available even from the neighbours, tick-marks ( $\checkmark$ ) will be given in column (19).

**It must be ensured that for each of hg/ sb 1/2, the sum of 'H' values for each of Schedules 10.2, 25.2 and 1.0 exactly matches.**

State/u.t.	State-region code	description	A
A & N Islands	351	A & N Is	3,161
Andhra Pradesh	281	Coastal Northern	2,543
	282	Coastal Southern	1,702
	283	Inland North Western	2,687
	284	Inland North Eastern	1,562
	285	Inland Southern	1,598

**Table 2: The values of cut-off point A (urban MPCE in Rs) for each NSS state-region**

State/u.t.	State-region code	description	A
Arunachal Pradesh	121	Arunachal Pradesh	1,463
Assam	181	Plains Eastern	2,363
	182	Plains Western	1,999
	183	Cachar Plain	1,309
	184	Central Brahmaputra Plains	1,863
Bihar	101	Northern	1,324
	102	Central	2,206
Chandigarh	041	Chandigarh	3,818
Chhattisgarh	221	Northern Chhattisgarh	2,050
	222	Mahanadi Basin	2,049
	223	Southern Chhattisgarh	1,598
Dadra & N. Haveli	261	Dadra and Nagar Haveli	2,707
Daman & Diu	251	Daman & Diu	3,008
Delhi	071	Delhi	2,881
Goa	301	Goa	2,807
Gujarat	241	South Eastern	2,284
	242	Plains Northern	2,300
	243	Dry areas	1,314
	244	Kachchh	1,941
	245	Saurashtra	1,649
Haryana	061	Eastern	2,447
	062	Western	1,887
Himachal Pradesh	021	Central	2,756
	022	Trans Himalayan & Southern	2,442
Jammu & Kashmir	011	Mountainous	2,226
	012	Outer Hills	1,685
	013	Jhelam Valley	1,554
Jharkhand	201	Ranchi Plateau	1,873
	202	Hazaribagh Plateau	2,000
Karnataka	291	Coastal & Ghats	3,403
	292	Inland Eastern	1,690
	293	Inland Southern	2,588
	294	Inland Northern	1,542

**Table 2: The values of cut-off point A (urban MPCE in Rs) for each NSS state-region**

State/u.t.	State-region code	description	A
Kerala	321	Northern	2,181
	322	Southern	2,904
Lakshadweep	311	Lakshadweep	2,479
Madhya Pradesh	231	Vindhya	1,644
	232	Central	1,588
	233	Malwa	2,741
	234	South	1,527
	235	South Western	1,518
	236	Northern	1,608
Maharashtra	271	Coastal	2,912
	272	Inland Western	2,119
	273	Inland Northern	1,998
	274	Inland Central	1,414
	275	Inland Eastern	1,816
	276	Eastern	1,589
Manipur	141	Plains	1,072
	142	Hills	901
Meghalaya	171	Meghalaya	2,063
Mizoram	151	Mizoram	2,126
Nagaland	131	Nagaland	2,446
Orissa	211	Coastal	1,766
	212	Southern	1,470
	213	Northern	1,566
Pondicherry	341	Pondicherry	2,200
Punjab	031	Northern	2,023
	032	Southern	2,501
Rajasthan	081	Western	1,955
	082	North-Eastern	2,076
	083	Southern	2,078
	084	South Eastern	2,934
	085	Northern	1,557
Sikkim	111	Sikkim	2,614

State/u.t.	State-region code	description	A
Tamil Nadu	331	Coastal Northern	2,715
	332	Coastal	1,907
	333	Southern	1,514
	334	Inland	2,084
Tripura	161	Tripura	1,961
Uttar Pradesh	091	Northern Upper Ganga Plains	1,412
	092	Central	2,479
	093	Eastern	1,698
	094	Southern	1,390
	095	Southern Upper Ganga Plains	2,153
Uttaranchal	051	Uttaranchal	1,966
West Bengal	191	Himalayan	1,767
	192	Eastern Plains	1,796
	193	Southern Plains	2,831
	194	Central Plains	1,925
	195	Western Plains	1,681

**2.5.1.12 Columns (20) – (21): Schedule 1.0: sample household number: SSS:** The number of sample households to be selected (h) for each combination of hg/sb × SSS has been given in Chapter One. The value of ‘h’ may be recorded in the space provided in the column headings. The sample households will be selected with SRSWOR in each hg/ sb × SSS. The procedure is similar to that described for schedule 10.2 in para 2.5.1.8 **with the same restriction that if the sample household is found to have been already selected for either of the schedules 10.2 or 25.2, it will be replaced by the next non-selected household in the frame.** The household selected after replacement will be treated as an originally selected household. The sampling serial number of this household will be encircled twice. This modification has been done with a view to select separate households for different schedules. However, if the number of households in frame is small, one or more sample households may be common for different schedules. In such cases schedules will be canvassed in the same household.

**2.5.2 Block 5.1: working sheet for identifying relatively affluent households (hg 1/ 2) (rural only):** This block will be used for identifying the relatively affluent households in the FSU / selected hg. This will be done by taking into account the factors generally associated with affluent households such as: ownership of motor car/ jeep/ tractor/ combine-harvester/ truck/ bus/ van; consumer durables like fridge/ washing machine; ownership of large business/ highly remunerative profession/ high salaried income etc.; ownership of large pucca house in good condition; ownership of 2 hectares or more of cultivable land; ownership of 1 hectare or more of irrigated land; ownership of a good number of cattle and buffaloes (10 or more in number). A household will qualify for classification as affluent if it owns/ has any one of the items listed in cols. (4) to (12) of this block. **However, in case majority of the households in the selected village/ hg satisfy some specific criterion, then it need not be considered for identification of the relatively affluent household.**

At the time of listing of households in block 5, if it is found that a household satisfies at least one of the criteria, it will be considered as an affluent household and will be listed in block 5.1. In other words, the investigator will record the particulars in block 5.1 only for those households that fulfil the criteria for affluent households as described above. If the number of such households exceeds 10, the investigator will have to rank them in descending order of their affluence. The ranks may be assigned by the investigator on the basis of his or her judgement of the relative affluence. The top ranking 10 households will constitute the frame for SSS 1. The rank assigned to the household may be indicated on the left margin of the block against the household. If the number of such households is less than or equal to 10, all of them will be included in the frame of SSS 1.

**2.6 Block 6: particulars of sampling of households:** Particulars of sampling of households, separately for schedules 10.2, 25.2 and 1.0 for each of the hg/ sb 1 & 2 will be recorded in this block. If there is no hg/ sb formation, entry will be made against hg/ sb 1.

**2.6.1 Column (3): population:** Population as obtained by summing up the page totals of household sizes in column (4) of block 5 over all the listed households may be recorded in this column separately for hg/ sb 1 & 2 against the rows for schedule 10.2. The total of populations of hg/ sb 1 & 2 will be recorded in the cell against 'all'.

**2.6.2 Columns (5) to (10): number of households:** Total number of households in the frame of various SSS of schedules 10.2, 25.2 and 1.0 will be recorded in the corresponding cells of column (5) for each hg/ sb. Number of selected households will be copied in column (6). These are to be copied from the relevant columns of block 5. References are as below:

**Schedule 10.2:** Column (5) entries for SSS will be equal to the value of 'H' recorded in heading spaces of columns (8) – (10) of block 5 for each hg/ sb while column (6) entries will be the value of 'h' recorded in heading spaces of columns (11) – (13) of block 5.

**Schedule 25.2:** Column (5) entries for SSS will be equal to the value of 'H' recorded in heading spaces of columns (14) & (15) of block 5 for each hg/ sb while column (6) entries will be the value of 'h' recorded in heading spaces of columns (16) & (17) of block 5.

**Schedule 1.0:** Column (5) entries for SSS will be equal to the value of 'H' recorded in heading spaces of columns (18) & (19) of block 5 for each hg/ sb while column (6) entries will be the value of 'h' recorded in heading spaces of columns (20) & (21) of block 5.

Columns (7), (8) and (10) of block 6 may be filled up on the basis of survey codes given in item 18, block 1 of the respective schedules. The entries in columns (7), (8) & (10) will be the number of filled in schedules with the survey codes 1, 2 & 3 in the corresponding schedules respectively. Total number households surveyed will be entered in column (9). It may be seen that (i) column (9) = column (7) + column (8) and (ii) column (10) = column (6) - column (9).

**2.6.3 Column (11): number of replaced households:** Total number of households for schedule 25.2 replaced (being already selected for schedule 10.2) will be reported for both SSS separately for hg/ sb 1 & 2 against the rows for schedule 25.2. Entries will be the number of double circles in columns (14) & (15) of block 5 for each hg/ sb. Entry against 'all' will be sum of SSS 1 & 2



for hg/ sb 1 & 2. Similarly number of households for schedule 1.0 replaced (being already selected either for schedule 10.2 or 25.2). Entries will be the number of double circles in columns (18) & (19) of block 5 for each hg/ sb. Entry against 'all' will be sum of SSS 1 & 2 for hg/ sb 1 & 2.

**2.7 Block 7: distance of the village to the nearest facility:** In this block, it is aimed to collect information on the availability of some specific facilities like communication, educational institutions, health institutions, wholesale markets, agencies providing aid, assistance and credit to the villagers, etc. *In case of hamlet-group formation information are to be collected in respect of the entire sample village (panchayat ward in Kerala).*

If a facility is available in general to the villagers, it will be considered as a facility. The required information has to be obtained by contacting the village officials and / or other knowledgeable person(s). In case they are not aware of the existence of a particular facility, the nearest Block Development Officer or other related agencies may be contacted for collection of the relevant information.

*The block will be filled-in for inhabited villages and will be kept blank for villages that are uninhabited or are zero cases.*

This block may be filled in after completion of listing of households.

**2.7.1 Items 1- 33: Column (3): distance code:** Distance in terms of code will be entered in this column against items 1 to 33. Distance from the nearest facility available to the villagers will be considered. The distance will be measured from the geographical centre of the village. However, if a particular facility is available within the village, the distance code will always be 1 irrespective of its distance from the centre of the village. One of the codes 2 to 6 will be applicable when the facility is available at a place outside the village. If a facility is available at two different places, the distances of the nearest place will be considered for recording the distance code. In this connection, it may be noted that if at a particular location, more than one facility is available in a combined form and if that location is the nearest one to the village in respect of all the facilities under consideration, then the distance code of that location is to be recorded against all the facilities. For example if the nearest secondary school also provides primary education and the nearest primary school is farther away than the secondary school then the distance code of the secondary school is to be recorded for the primary school also. The codes for distances are:

within village.....	1
outside village:	
less than 2 kms.....	2
2 kms. or more but less than 5 kms.....	3
5 kms. or more but less than 10 kms.....	4
10 kms. or more but less than 20 kms.....	5
20 kms. or more.....	6

Most of the items listed in the block are self-explanatory. However, some of the terms are explained below.

2.7.1.1 **Items 1- 7:** These items are self – explanatory. In States/ UTs where districts do not have block/ mandal, block/ mandal headquarters will mean headquarters of immediately lower administrative unit under the district. **For item 1, code ‘1’ will not be applicable.**

2.7.1.2 **Item 8: metalled road:** This will include roads made of pucca materials like asphalt, cement, concrete, bricks, stones, etc.

2.7.1.3 **Item 9: all weather road:** This is the road usable for all seasons of a year irrespective of the material used for the road.

2.7.1.4 **Item 10: primary level school:** Generally, up to the standard of class IV is considered as primary education. However, the practices differ in some states where education of class V is also included under ‘primary’ level. For the purpose of this survey, education up to class IV or V, as the local practice may be, will be considered as primary education. This item will cover institutions providing such educational facilities.

2.7.1.5 **Item 11: secondary level school:** Secondary level school provides education up to class-X.

2.7.1.6 **Item 12: higher secondary school/ junior college:** Higher secondary school provides education up to 10+2 standard. In some places it is also known as junior college. Institutions providing education up to 10+2 standard will be covered under this item.

2.7.1.7 **Item 13: college:** Colleges providing degree courses with a minimum of bachelor degree recognised by a university or equivalent will be covered under this item. Colleges providing diploma courses, which are equivalent to degree courses, are also to be covered under this item.

2.7.1.8 **Item 14: health sub-centre/ dispensary:** A health sub-centre is the most peripheral contact point in the primary health care system. It covers around 5,000 populations in plain area and 3,000 populations in hilly/ tribal area. It is run by government and located in the rural area. It is manned by two multi-purpose health workers – one male and one female. A sub-centre usually does not have facilities for treatment as in-patients. Dispensary is the consulting place/ chamber which does not generally have facilities for treatment of in-patients.

2.7.1.9 **Item 15: primary health centre:** Primary health centre (PHC) is the first contact point between a village community and the medical officer. It has a medical officer and other paramedical staff. It is run by the Government and usually has in-patient and out-patient facilities. A PHC has jurisdiction over 6 sub-centres and serves about 30,000 populations in plain area and 20,000 populations in hilly/ tribal area.

2.7.1.10 **Item 16: community health centre/ government hospital:** Community Health Centres (CHC) serves about 1.2 lakh populations in plain area and 80,000 in the hilly/ tribal area. The CHC functions as referral centre for the PHC. It is manned by medical specialists and paramedical staff and has in-patient and out-patient facilities. Medical institutions having provision of admission of sick persons as in-door patients (in-patients) for treatment are called hospitals. Hospital run by the central/ state government or local bodies like municipalities will be covered under this item.

2.7.1.11 **Item 17: private clinic/ doctor:** Private clinic is the consulting place/ chamber of private doctors. Doctors are those having degrees/ diploma in medicine and also registration

from recognised universities/ institutions deemed to be universities. These doctors may follow any of the systems – allopathic, homeopathy, ayurvedic, unani.

**2.7.1.12 Item 18: medicine shop:** A shop which sells drugs and medicines of any system of medicine viz. allopathic, homeopathic, ayurvedic or unani medicines, will be considered as a medicine shop.

**2.7.1.13 Item 19: community centre:** It is a place accessible to the villagers where facilities of viewing TV, video, etc., arranging ceremonies like marriage, festivals and other community programmes, etc., are available. The centre is generally located at a fixed place. The villagers will have access to the centre.

**2.7.1.14 Items 20 – 21: post office, police station/ police outpost:** The items are self-explanatory.

**2.7.1.15 Item 22: wholesale market:** Wholesale market is a market where the buying and selling of goods or merchandise is done to retailers and other merchants and commercial users but generally not to ultimate consumers. Thus, it is a market where wholesaler acts as a middleman between producer and retailer or ultimate consumer. The operations like sales, purchases and prices etc. of a wholesale market are sometimes supervised/ controlled by market committee or some other agency.

**2.7.1.16 Item 23: cooperative credit society:** Co-operative credit society is a society that is formed through the co-operation of a number of persons (members of the society) for the benefit of the members. The funds are raised through contributions/ investments by the members and the profits are shared by the members. Cooperative banks will also be considered here.

**2.7.1.17 Item 24: commercial bank:** This includes all nationalised banks including the State Bank of India and its subsidiaries. All other scheduled and non-scheduled banks, other than co-operative banks, should also be considered here.

**2.7.1.18 Item 25: land development bank:** Land development banks are co-operative societies established for advancing loans for acquiring assets of capital nature connected with land improvements, productivity of land and agricultural development. The land development banks sanction long terms loans, which are repayable over a period exceeding five years. If a cooperative bank performs the activities of a land development bank in addition to the usual activities of a cooperative bank, it will be considered under item 23 and not under this item.

**2.7.1.19 Item 26: marketing society:** Co-operative marketing society means a registered society established for the purpose of promoting marketing facilities primarily of agricultural produce. The marketing society receives the produce directly from the producers or through primary credit societies. The produce is then sold in different markets or to the high level marketing organisations etc. In addition to the marketing function, the societies may also undertake supply of agricultural requisites such as seeds, manure and fertilizer, pesticides and insecticides etc.

**2.7.1.20 Item 27: PCO:** Distance of the facility which is nearest to the village among telegraph office/ public call office (PCO)/ e-mail centre will be recorded in this item in code. A public call office or e-mail centre will refer to a place accessible to the villagers with or without payment of

fee. E-mail is the electronic mail, which is sent through network (internet) from one place to another.

2.7.1.21 **Item 28: video parlour/ cinema hall:** Distance of the nearest video parlour/ cinema hall will be recorded in terms of codes.

2.7.1.22 **Item 29: veterinary hospital/ dispensary:** A veterinary hospital/ dispensary has provision for the treatment of animals.

2.7.1.23 **Item 30: fertiliser/ pesticide shop:** Fertiliser/ pesticide shop is one which sells fertiliser and / or pesticide.

2.7.1.24 **Item 31: fair price shop:** Fair price shop is the shop, which sells some essential commodities at subsidised rate. This may be owned by the government, local self-government, a government undertaking, the proprietor of a firm, co-operative(s) or private persons (individually or jointly) or other bodies like club, trust, etc.

2.7.1.25 **Items 32-33: cold storage, Industrial Training Institute:** These items are self-explanatory.

2.7.2 **Item 34: electricity connection (yes – 1, no – 2):** If electricity is used in any part of the village for any purpose (agriculture, industry, street light, domestic etc.), it will be considered that the facility is available for the villagers and code 1 will be recorded.

2.7.3 **Item 35: informant code:** The information in block 7 is to be collected from one or more knowledgeable person(s) of the village. The source of such information collected is to be reported in this item. In case there is more than one source then the code will relate to the informant from whom maximum information has been collected. The codes are:

sarpanch (male).....	1
sarpanch (female).....	2
other panchayat member.....	3
patwari/gram sewak .....	4
teacher.....	5
health personnel.....	6
others.....	9

2.8 **Block 8: particulars relating to public works programme in the village:** The purpose of this block is to collect some information about public works taken up in the village during last 12 months. For explanation of the term public works, reference may be made to para 1.7.57 of Chapter One. Enquiries about the most recent public works programme will also be made through the block. *In case of hamlet-group formation information are to be collected in respect of the entire sample village (panchayat ward in Kerala).*

The required information has to be obtained by contacting the panchayat/ village officials and / or other knowledgeable person(s). In case they are unable to provide any information about public works programmes in the village, the nearest Block Development Officer or other related agencies might be contacted for collection of the relevant information.

*The block will be filled-in for inhabited villages and will be kept blank for villages that are uninhabited or are zero cases.*

This block may be filled in after completion of listing of households.

**2.8.1 Item 1: whether any public works taken up in the village in last 12 months?:** If any public work was in operation in the village during last 12 months, code '1' will be entered, otherwise '2' will be entered. Public works might be of different types, e.g. road construction, building construction, land levelling, digging of ponds, making embankments, digging/ construction of irrigation canal, etc. They might be sponsored under various 'public works programme' such as National Rural Employment Guarantee (NREG) public works, Sampoorna Grameen Rojgar Yojana (SGRY), National Food for Work Scheme (NFFWP), etc. Two or more 'types of public works' might be taken up under same 'public works programme' or one of them might be sponsored under one 'public works programme' while others might be sponsored under another 'public works programme'. Also, same 'type of public work' might be undertaken at different point of time under different 'public works programmes'.

For code '2' against this item, items 2 – 8 will remain blank.

**2.8.2 Item 2: number of public works taken up in last 12 months:** The number of distinct public works under different programmes that were in operation in the village during last 12 months will be recorded here. If same 'type of public works' is going on under two different 'public works programme', it will be counted only once.

**2.8.3 Items 3 – 8:** These items relate to the most recent public works programme. If two or more types of public works were in operation under the same public works programme, information will relate to the public work that started later. But if there were two or more public works in operation under more than one public works programme, the information will relate to the *public works programme* that started later and the type of public work will be the one that started later under the same public works programme.

**2.8.3.1 Item 3: type of programme (code):** After identifying the most recent public works programme, codes will be entered for the public works programme as follows:

National Rural Employment Guarantee (NREG) public works .....	1
Sampoorna Grameen Rojgar Yojana (SGRY).....	2
National Food for Work Scheme (NFFWP) .....	3
Any other wage employment programme for 'poverty alleviation' or as 'relief measure' .....	4

**2.8.3.2 Item 4: type of public works (code):** Type of work, most recent one under the most recent public works programme, will be recorded here in terms of code. The codes are:

irrigation canal/ water conservation/ water harvesting/ drought proofing/ flood control/ embankment etc. ....	1
land levelling, development of orchard etc.....	2

road construction, laying pipes and cables.....	3
building construction/ repair.....	4
sanitation, running creche, etc.....	5
any other work.....	9

**2.8.3.3 Item 5: wage rate for public works (Rs.):** Wage rate given to the persons working under the most recent public works programme in the village will be reported here in whole number of rupees. If there were more than one wage rate, average wage rate will be reported.

**2.8.3.4 Item 6: prevailing casual agricultural wage rate at that time (Rs.):** The prevailing wage rate for casual workers in agriculture during the time of operation of the most recent public works programme in the village will be reported here in whole number of rupees. If there is more than one agricultural wage rate, e.g. different rates for males and females or for different agricultural activities, the average wage rate will be reported.

**2.8.3.5 Item 7: who made the choice of the public works:** Code for the authority deciding the choice of the type of public work under reference will be recorded in this item. The codes are:

gram panchayat.....	1
zila parishad .....	2
State Govt... ..	3
don't know.....	4

**2.8.3.6 Item 8: was there enough work on public works to satisfy demand?:** Perception of the informant about the sufficiency of work generated by the type of public works under consideration in relation to the demand for work will be recorded here. The codes are: *yes – 1, no – 2, don't know – 3.*

**2.8.4 Item 9: informant code:** Code will be entered against this item even if there was no public work in the village. The information is to be collected from one or more knowledgeable person(s) of the village. The source of such information collected is to be reported in this item. In case there is more than one source then the code will relate to the informant from whom maximum information has been collected. The codes are:

sarpanch (male).....	1
sarpanch (female).....	2
other panchayat member.....	3
patwari/gram sewak .....	4
others.....	9

**2.9 Block 9: remarks by investigator/senior investigator:** The investigator/ senior investigator may give remarks here on any abnormal situation or entry in the schedule.

**2.10 Block 10: comments by superintendent /senior superintendent:** The superintendent/ senior superintendent may give comments here on any abnormal situation or entry in the schedule.

**2.11 Block 11: comments by supervisory officer(s):** The supervising officer inspecting the work relating to this schedule, may give comments here.

**2.12 Substitution of sample households:**

If a sample household of a particular schedule type cannot be surveyed due to some reason or the other, it will be substituted by the next one having higher sampling serial number (provided not already selected) of the same SSS. The substitute for the one having last sampling serial number of an SSS will be the one having smallest sampling serial number within the same SSS. If the substituted household becomes a casualty, *it will be substituted by another in the same manner. If this household also turns out to be a casualty, further substitute need not be taken. However, it must be ensured that for each schedule type (i.e. Schedule 10.2/ 25.2/ 1.0), a minimum of one sample household is always surveyed for each SSS if H>0 and for each hg/ sb. Substitution may be attempted more than twice in a few cases to adhere to this restriction.* In such cases, the fact has to be recorded in the remarks block (blocks 9 & 10).

It is to be noted that in the case of a substitution of a household, the word “SUBSTITUTED” should be written at the top of the front page of schedule.

**2.13 Random numbers:** A table of random numbers is supplied to each investigator. The n – th column of the table will be consulted in the case of the central sample and (n + 1) th column in the case of the state sample, where n is the last two digits of the serial number of the sample FSU. When n = 00, it will be taken as 100. The number of digits to be used will be the same as that of the highest number of the range within which the random number is to be selected. However, if random number is required to be drawn between 1 and 10 or between 1 and 100, only one or two digit random numbers may be used, as the cases may be, where random number ‘0’ will stand for ‘10’ and random number ‘00’ for ‘100’.

The first two random numbers will be used for hamlet-group/ sub-block selection whenever required. The subsequent random numbers may be used for selection of households in the order: (i) for hg/ sb 1 – households for three SSS of schedule 10.2, households for two SSS of schedule 25.2, households for two SSS of schedule 1.0 and then (ii) for hg/ sb 2 – households for three SSS of schedule 10.2, households for two SSS of schedule 25.2, households for two SSS of schedule 1.0. If the particular column of random numbers is exhausted in the process, next column may be used. Similarly, if all the columns of the random number table is exhausted, then the first column will be used.

**2.14 Substitution of sample FSU:**

- (a) If a sample FSU cannot be surveyed due to say, it being not uniquely identifiable or traceable, not accessible or for any other reason, it will be substituted. All such cases will be referred to:

The Director (TC), DPD, NSSO,  
Mahalanobis Bhavan,  
164, Gopal Lal Tagore Road, Kolkata- 700108.  
e-mail address: [dpdnso@cal.vsnl.net.in](mailto:dpdnso@cal.vsnl.net.in)  
fax: 033-25771025

A copy of the letter may be given to:

The Director (Coordination), SDRD, NSSO  
 Mahalanobis Bhawan  
 164, Gopal Lal Tagore Road, Kolkata- 700108.  
 e-mail address: [sdrd@cal2.vsnl.net.in](mailto:sdrd@cal2.vsnl.net.in)  
 fax: 033-25776439, Tele: 033-25781495

If the substituted FSU has same problem as the original, correspondences may be made immediately so that another substitute can be provided to prevent voidness of stratum. In case no substitute FSU could be surveyed even with best efforts [ i.e. code 7 in item 17, block 1], a blank schedule 0.0 will be submitted with only blocks 0, 1, 2, 9 and 10 filled in. The word 'CASUALTY' is to be written at the top of the front page of the schedule in such cases.

**All efforts must be made to ensure that at least one FSU is always surveyed from each sub-stratum for each sub-sample so as to prevent occurrences of void strata.**

(b) If a sample FSU is found to be depopulated at the time of survey, or its population has shifted elsewhere due to some natural calamity, or it is treated as a "zero-case", it will not be substituted. It will be treated as a valid sample and blank schedule 0.0 with only blocks 0, 1, 2, 9 and 10 filled in will be submitted in such cases. The word/ words 'UNINHABITED' or 'ZERO CASE', as appropriate will be written on the top of the front page of the schedule in such cases. However, in Arunachal Pradesh and possibly elsewhere also in the hill tracts of North Eastern states where, for example, jhum cultivation is prevalent, whole village may shift from place to place. In such cases the sample village will be surveyed in the place where it is currently located and not treated as uninhabited if found absent in its original location.

(c) If a sample village is found to have been declared as urban (as a town by itself or as merged in another town) either by State Govt. notification or by Census authorities and if it is covered in the urban frame used for selection of FSUs, it will be treated as a zero case and the procedure given in the previous para will be followed in this case. However, if it is not covered in the urban frame of FSUs, it is to be surveyed as per the rural programme. In such cases, however, if the boundaries of the original village are not identifiable, it may be substituted. If only a part of the village has been merged in the town, the remaining part will be surveyed as per rural programme even in this situation. *It is suggested* to write to SDRD before treating any sample as a zero case.

(d) *It is important* to note that a listing schedule 0.0 has to be submitted for every sample FSU irrespective of whether it is surveyed/ substituted (including uninhabited and zero cases) or a casualty.

**2.15 Repetition of FSUs:** If a sample FSU is repeated in the sample list, *it will be surveyed as many times as it has been selected.* The procedures to be followed in respective cases are described below:



### 2.15.1 Repetition within state or central sample FSUs:

**Case (a): without hamlet-group/ sub-block formation:** If repetition is in the *same sub-round*, listing is to be done only once. The listing schedule will be copied with the identification particulars changed to those of the serial number against which it is found repeated. (The items that may change are only these: serial number and sub-sample). The sample households will be selected afresh. However, if any household already selected is selected again, it is to be substituted. If the required number of fresh households (i.e. not selected in the first occasion) is not available in the frame as a result of which some households are reselected in the second/ subsequent occasion, entries in various blocks for such household may be copied. If, however, repetition of the FSU takes place in a different sub-round, it is to be surveyed just like a new sample with fresh listing and sample selection.

**Case (b): With hamlet-group/ sub-block formation:** If repetition is in the *same sub-round*, the hamlet-groups/ sub-blocks formed during the first occasion will be used for all subsequent repetitions. However, on the second and subsequent occasions, the survey will be conducted in the hamlet-groups/ sub-blocks selected afresh. If one or both hg/ sb are repeated, random number may be drawn afresh to get different hamlet-group/ sub-block not selected earlier. For the selection of households, the usual procedure as suggested for fresh FSUs may be followed. If, however, repetition of the FSU takes place in a *different sub-round*, it is to be surveyed just like a new sample with fresh listing and sample selection.

An example showing selection of households for a rural FSU without hg formation

house number	household serial number	household size	relatively affluent hhd (yes -1, no -2)	Schedule 10.2						Schedule 25.2				Schedule 1.0			
				sampling serial number			sample household number			sampling serial number		sample household number		sampling serial number		sample household number	
				SSS			SSS			SSS		SSS		SSS		SSS	
				1 H=4	2 H=6	3 H=30	1 h=2	2 h=4	3 h=4	1 H=9	2 H=31	1 h=4	2 h=4	1 H=10	2 H=30	1 h=2	2 h=2
(1)	(2)	(4)	(5)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)	(18)	(19)	(20)	(21)
12	1	3	2			√1				(√1)		4			√1		
13/1	2	5	2		(√1)			3			√1				√2		
14	3	6	1	(√1)			1			√2				√1			
15A	4	8	2			(√2)		1		√2					√3		
15B	5	1	2			√3				(√3)		1			√4		
9	6	2	2		(√2)			4		√4					√5		
10	7	4	2			√4				√5				((√6))			1
16	8	6	2			√5				√6					√7		
17	9	2	1	√2						√3				(√2)			1
(1)	10	3	1			√6				√7				√3			
19	11	6	2		√3					(√8)		2			√8		
20	12	5	2			√7				√9					√9		
21	13	3	2			√8				√10					√10		
22/1	VACANT HOUSE																
22/2	14	5	2			√9				√11					√11		
-	15	1	1			(√10)		3		√12			√4				
23	16	8	2			√11				√13					√12		
24	17	4	2			√12				√4					√13		
(2)	18	3	2		√4					√14					√14		
25	19	6	2			√13				√15					√15		
26	20	5	2			√14				√16					√16		
27	21	2	2			√15				√17					√17		
28	22	3	2	(√3)			2			√5					√18		
29	23	1	1			(√16)		2	2	√18				√5			
30	24	2	2		(√5)			2		√19					√19		
31	25	5	2			√17				√20					√20		
(3)	26	3	2			√18				((√6))		1			√21		
(4)	27	4	1			√19				√21				((√6))			2
32	28	3	1			√20				(√22)		4	√7				
33	29	5	2			√21				√23					√22		
34	30	6	2			√22				(√7)		2			√23		
35	31	2	1		(√6)			1		√24				√8			
35A/1	32	4	2			√23				√25					√24		
35A/2	33	3	1			(√24)		4		√26			√9				
35A/3	34	5	2			√25			√8						√25		
36A	35	3	2			√26				√27					√26		
36B	36	4	2			√27				√28					√27		
42	37	3	1			√28				√29			√10				
43	38	4	2			√29				(√9)		3			√28		
44	39	3	2	√4						√30					(√29)		2
45	40	4	2			√30				(√31)		3			√30		

random nos. drawn: **Sch. 10.2:** 1, 3, 6, 5, 1, 2, 02, 16, 10, 24; **Sch. 25.2:** 5, 7, 9, 1, 03, 08, 31, 22;  
**Sch. 1.0:** 2, 5, 04, 29

## Chapter Three

### Schedule 10.2: Employment & Unemployment and Migration Particulars

#### INTRODUCTION

3.0.0 The National Sample Survey Organisation (NSSO) has conducted a number of surveys on employment and unemployment to assess the volume and structure of employment and unemployment, starting from the 9<sup>th</sup> round (May-September, 1955). Since the 1970's, based on the concepts and definitions recommended by the Dantwala committee, seven detailed surveys on employment and unemployment have been undertaken once in every five years in the 27<sup>th</sup> (October 1972-September 1973), 32<sup>nd</sup> (July 1977-June 1978), 38<sup>th</sup> (January-December 1983), 43<sup>rd</sup> (July 1987-June 1988), 50<sup>th</sup> (July 1993-June 1994), 55<sup>th</sup> (July 1999-June 2000), and 61<sup>st</sup> (July 2004-June 2005) rounds. In addition, to meet the need for an annual series of key indicators on employment and unemployment, data on selected items on employment and unemployment particulars of the household members were collected through the annual survey on household consumer expenditure (Schedule 1.0) from the 45<sup>th</sup> round (July 1989-June 1990) of NSS. In the annual rounds, 'usual activity status' and 'current weekly activity status' of the household members, along with the industry of work (at 2 digit level of NIC code) only were collected in the demographic block of the consumer expenditure schedule.

3.0.1 To meet Planning Commission's requirement for collection of employment and unemployment data on 'current daily status', a separate schedule on employment and unemployment, different from that used in the quinquennial rounds was canvassed in the 60<sup>th</sup> round survey of NSSO (January 2004 – June 2004). In the 60<sup>th</sup> round, particulars of employment and unemployment according to 'usual activity status', 'current weekly activity status' and 'current daily activity status' of the household members were collected. In the 62<sup>nd</sup> round survey, a separate schedule on employment and unemployment was also canvassed on the lines of the schedule canvassed in the 60<sup>th</sup> round.

3.0.2 Data on migration was first collected by the National Sample Survey in its 9<sup>th</sup> round as part of its enquiries on employment and unemployment followed by in the 11<sup>th</sup> & 12<sup>th</sup> rounds. In these rounds of surveys, migration particulars were collected for the persons in the labour force only. From the 13<sup>th</sup> round onwards, more detailed information on internal migration was collected. In the 18<sup>th</sup> round, survey on internal migration was conducted on a much larger scale with a view to provide estimates comparable to the Census data on internal migration. In the NSS 28<sup>th</sup> round survey on birth, death & disability, migration particulars of the usual members of the sample households were also collected. In the 38<sup>th</sup> round, the collection of migration data was integrated with the regular quinquennial surveys on employment & unemployment. The same approach was followed during the 43<sup>rd</sup> round also. In NSS 49<sup>th</sup> round an integrated Schedule 1.2 providing comprehensive coverage of housing condition and migration was designed. In the sixth quinquennial survey of NSS (55<sup>th</sup> round: 1999-2000), along with the employment and unemployment particulars, data on migration particulars of the members of the sample households were collected through the 'Employment and Unemployment' schedule (viz., schedule 10). Data on migration particulars were not collected during the seventh quinquennial survey of NSS (61<sup>st</sup> round: 2004-05).

3.0.3 In the 64<sup>th</sup> round survey, a separate schedule on employment and unemployment (Schedule 10.2), with provision for collecting information on migration particulars, will be canvassed.

3.0.4 The broad structure of the employment and unemployment part of Schedule 10.2 will be the same as that of the schedule canvassed during the NSS 60<sup>th</sup> round with the following modifications:

- a) Information on vocational training will not be collected.
- b) Particulars of persons unemployed on all the 7 days will not be collected in the present round.

3.0.5 The scope for collecting information on migration particulars has been enlarged with the provision for collecting information on:

- a) Migration particulars of the households which migrated to the place of enumeration during the last 365 days, such as location of last usual residence, pattern of migration and reason for migration.
- b) Particulars of out-migrants who migrated out to other village/ town, from the household, any time in the past, such as present place of residence, reason for migration, period since leaving the household, whether presently engaged in any economic activity, whether sent remittances, number of times and amount of remittances sent during last 365 days.
- c) Use of remittances received by the households during last 365 days from the members who migrated out any time in the past.
- d) Migration particulars of the household members, as follows:
  - i. For the members whose place of enumeration is different from the last usual place of residence (upr): nature of movement, period since leaving last upr, particulars of last upr, usual activity status at the time of migration, reason for leaving last upr.
  - ii. For the household members who had stayed away for employment or in search of employment for a period of 30 days to 6 months: number of spells of duration of 15 days or more, destination for longest spell and industry of work, if worked, for the longest duration of work.
  - iii. Information on return migration.

3.0.6 For collecting and recording of household principal industry and industry of work of household members NIC-2004 will be used. It is important to note that the industry Divisions 96 and 97 of NIC-2004 will not be used for the purpose of collection of information on industry of activity. The entire activities described under Division 97 are not under the production boundary of Indian System of National Accounts (ISNA) and are not also considered as economic activities in the NSS survey. A part of the activities under Division 96 (viz., hunting and gathering, farming and the production of shelter), which is within the production boundary of ISNA, is also considered as economic activities in NSS surveys and the industry of these undifferentiated activities will be judged in the usual manner as is done now, by considering the industry in which major time is spent. Thus, this part of activities will get classified against the respective industries under divisions 01-14 relating to the primary sector or 45 relating to construction. The rest of Division 96 is outside the production boundary of ISNA and will not be considered as economic activity for the NSS survey.

3.0.7 Information on household principal occupation and on the type of occupation for the workers according to usual status and current status will be collected using 3-digit NCO-2004 codes.

3.0.8 It is to be noted that the existing activity status code 41 (casual wage labour in *public works*) has been split into two codes for assigning activity status codes as per current daily activity status and current weekly activity status, as follows:

- a) **worked as casual wage labour in *public works* other than National Rural Employment Guarantee (NREG) *public works* – 41.**
- b) **worked as casual wage labour in National Rural Employment Guarantee (NREG) *public works* – 42.**

However, as in the earlier NSS surveys on employment and unemployment, in the usual status activity status, code 41 will be used for casual wage labour in *public works*, which will include all types of *public works* and code 42 will not be applicable in the usual activity status.

### **SUMMARY DESCRIPTION OF THE SCHEDULE**

3.0.9 The present round, Schedule 10.2 on employment-unemployment and migration particulars consists of 12 blocks, including sub-block 3.1. The first three blocks, viz. Blocks 0, 1 and 2, are used to record identification of sample households and particulars of field operations, as is the common practice in usual NSS rounds. Blocks 8, 9 and 10 are for recording the remarks of investigator/senior investigator, superintendent/senior superintendent and other supervisory officer, respectively. Of the remaining blocks, Block 3 is for recording the household characteristics like household size, household industry, occupation, religion, social group, household type, land possessed, migration particulars of the households which migrated to the place of enumeration during the last 365 days, amount of remittances received and use of remittances by those households from which there were some out-migrants and monthly household consumer expenditure, etc. Block 3.1 is for recording the particulars of out-migrants who migrated out from the household any time in the past. Block 4 is for recording the demographic particulars, usual activity particulars, both principal and subsidiary, of all the household members. The daily time disposition for different activities, for each of the seven days prior to the date of survey, along with the particulars of the activities, such as status, industry, operation (for rural areas only), etc. will be recorded for each of the household members in Block 5. For the regular wage/salaried employee and casual labourers, wage and salary earnings will also be collected in this block. Besides, the current weekly status (cws) will be derived in this block from the daily time disposition data. In Block 6, information will be collected, from each household member, on whether stayed away from the village/town for a period of 30 days or more but less than 6 months during the last 365 days and whether the place of enumeration is different from the last upr. For those household members, who had stayed away for a period of 30 days or more but less than 6 months from a household, information will be collected regarding number of spells, destination during longest spell and if worked, industry of work at 2- digit level of NIC-2004 for the longest duration of work. Besides, for those household members whose last upr is different from the present place of enumeration, details will be collected such as whether a return migrant, nature of movement, period since leaving last usual place of residence, particulars of last usual place of residence, usual activity status at the time of migration, reason for migration, etc. In block 7, 19 items have been put for collection of information on household consumer expenditure. The information on household consumer expenditure derived from this block will be used as classificatory variable for analysis of employment-unemployment and migration data.

**3.0.10 Concepts and definitions:** Concepts and definitions for various terms used for collection of information in Schedule 10.2, viz., economic activity, activity status, procedure for determining activity status by different approaches, usual place of residence (UPR), migrant, migrant household, out-migrant, reason for migration, remittances and other terms used in this schedule have been discussed in Chapter One.

## DETAILS OF SCHEDULE

**3.0.11 Block 0: Descriptive identification of sample household:** This block is meant for recording descriptive identification particulars of the sample household and the sample village/ block to which the sample household belongs. All the items in this block are self-explanatory. Items 4 and 5 are applicable to rural areas only and a dash '-' will be put against this item in urban schedule. The name of the hamlet to which the sample household belongs will be recorded against the fifth item 'hamlet name'. On the other hand, for a sample village with no hamlet group formation, a dash (-) is to be recorded against this item. Item 6 is applicable to urban areas only and a dash (-) will be put against this item in rural schedules. The entry against the last item, viz., 'name of informant', will be the name of the principal informant, i.e., the person from whom the bulk of the information is collected.

**3.1.0 Block 1: Identification of sample household:** The identification particulars of the sample household are to be recorded against items 1, 4 to 15. The entries against items 2 and 3 are already printed in the schedule. Items 1 and 4-12 will be copied from the relevant items of block 1 of Schedule 0.0.

**3.1.1 Item 13: Sample hg/sb number:** This item will be obtained from the heading of block 5 of schedule 0.0. Entries will be either 1 or 2.

**3.1.2 Item 14: Second stage stratum:** This will be taken from block 5 of schedule 0.0. Entries will be any of 1, 2 or 3.

**3.1.3 Item 15: Sample household number:** This is same as the order of selection of the sample household for the particular second stage stratum and will be copied from block 5 of schedule 0.0.

**3.1.4 Item 16: Serial number of informant:** The serial number of the person recorded in column 1 of block 4 from whom the bulk of the information is collected will be entered here. Information is to be collected from members of the household. However, under the compelling circumstances, if bulk of the information is collected from a person who is not a member of the household, '99' will be recorded against this item.

**3.1.5 Item 17: Response code:** This item will be filled in after collecting information for all items in the schedule. The entry is to be made in terms of codes on the basis of the impression formed by the investigator regarding the overall response of the informant. The codes are:

informant co-operative and capable .....	1
informant co-operative but not capable ....	2
informant busy .....	3
informant reluctant .....	4
others .....	9

3.1.6 **Item 18: Survey code:** Whether the originally selected sample household or a substitute household has been surveyed will be indicated against this item by recording code '1', if the originally selected household has been surveyed and code '2', if the substitute household has been surveyed. If neither the originally selected household nor a substitute household could be surveyed, i.e., if the sample household is a casualty, code '3' will be recorded. In case of a casualty only the blocks 0, 1, 2, 8, 9 and 10 are to be filled in and on the top of the front page of the schedule the word 'CASUALTY' will be written in block capitals.

3.1.7 **Item 19: Reason for substitution of original household:** For an originally selected sample household, which could not be surveyed, irrespective of whether a substituted household could be surveyed or not, the reason for not surveying the original household will be recorded against item 19 in terms of codes. The codes are:

informant busy .....	1
members away from home .....	2
informant non-cooperative .....	3
others .....	9

This item is applicable if the entry against item 18 is either 2 or 3. Otherwise, this item is to be left blank.

3.2.0 **Block 2: Particulars of field operations:** The identity of the investigator/ senior investigator, superintendent/senior superintendent, other supervisory officer associated, date of survey/ inspection/ scrutiny of schedules, despatch, etc., will be recorded in this block against the appropriate items in the relevant columns. Person codes of field officials are to be recorded against item 1(ii) (for central sample only). If the schedule is required to be canvassed for more than one day, the first day of survey is to be recorded against the item serial number 2 (i). Total time taken to canvass schedule 10.2, which will include time taken to canvass block 7 also, will be recorded in item 4. Time taken to canvass block 7 only will be recorded against item 5. Entries in items 4 and 5 will be made in whole number in minutes. The time required to canvass the schedule should be the actual time to canvass the schedule and will not include the time needed by the investigator/ senior investigator to finalise the schedule.

3.3.0 **Block 3: Household characteristics:** Certain household characteristics, such as, household size, household type, religion, social group, household industry, household occupation, land possessed, migration particulars of the households which migrated to the place of enumeration during the last 365 days, amount of remittances received and use of remittances by those households from which there were some out-migrants any time in the past and monthly household consumer expenditure, etc., will be recorded in this block. The detailed procedure for recording them are given below.

3.3.1 **Item 1: Household size:** The size of the sample household will be recorded against this item. This number will be same as the last serial number recorded in column 1 of block 4.

**3.3.2 Item 2: Principal industry (NIC-2004):** The description of the principal household industry will be recorded in the space provided. The appropriate five-digit industry code of the NIC-2004 is to be recorded against 5 cells provided for recording NIC codes putting one digit in each cell. For households deriving income from non-economic activities only, (e.g.. for a household where income is derived only from pension/ begging/ prostitution, etc.) a dash (-) may be put against this item.

**3.3.3 Item 3: Principal occupation (NCO-2004):** The description of the principal household occupation will be recorded in the space provided. The appropriate three-digit occupation code of the NCO-2004 is to be recorded against 3 cells provided for recording the NCO codes putting one digit in each cell. For households deriving income from non-economic activities only, a dash (-) may be put against this item.

The procedure for determining principal industry and principal occupation of the household has been discussed in Chapter One.

**3.3.4 Item 4: Household type:** For the **rural** areas, the selected household will be assigned appropriate type code out of the following five different household type codes:

self-employed in non-agriculture .....	1
<i>rural labour</i>	
agricultural labour .....	2
other labour .....	3
self-employed in agriculture .....	4
others .....	9

For **urban** areas, the household type codes are as follows:

self-employed .....	1	casual labour .....	3
regular wage/salary earning...	2	others .....	9

The procedure for assigning household type codes for both rural and urban areas has been discussed in Chapter Five. A household, which does not have any income from economic activities, will get household type code as 9 (others).

**3.3.5 Item 5: Religion:** The religion of the household will be recorded against this item in codes. If different members of the household claim to belong to different religions, the religion of the head of the household will be considered as the religion of the household. The codes are:

Hinduism .....	1	Jainism .....	5
Islam .....	2	Buddhism .....	6
Christianity .....	3	Zoroastrianism .....	7
Sikhism .....	4	others .....	9



**3.3.6 Item 6: Social group:** Whether the household belongs to scheduled tribe, scheduled caste or other backward class will be indicated against this item in terms of the following codes:

scheduled tribe .....	1
scheduled caste .....	2
other backward classes ...	3
others .....	9

Those who do not come under any one of the first three social groups will be assigned code 9. In case, different members belong to different social groups, the social group to which the head of the household belongs will be considered as the 'social group' of the household.

**3.3.7 Item 7: Land possessed as on date of survey:** Land possessed is given by land owned (including land under 'owner like possession') + land leased in – land leased out + land held by the household but neither owned nor leased in (e.g., encroached land). The land area possessed by the household within the country as on the date of survey will be worked out in hectares and the relevant code is to be recorded against this item. The codes are:

class interval		code	class interval		Code
less than 0.005	hectare	01	2.01 – 3.00	hectare	07
0.005 - 0.01	”	02	3.01 - 4.00	”	08
0.02 - 0.20	”	03	4.01 - 6.00	”	10
0.21 - 0.40	”	04	6.01 - 8.00	”	11
0.41 - 1.00	”	05	greater than 8.00	”	12
1.01 – 2.00	”	06			

**Note:** 1 acre = 0.4047 hectare ,                      1 hectare = 10,000 square metre

If the sample household does not possess any land, a dash '-' may be entered against this item.

**3.3.8 Item 8: Whether the household migrated to the village/town of enumeration during the last 365 days. ( yes- 1, no- 2):** This item is for recording the information on movement of the sample household. If the entire household, as now being enumerated has moved to the place of enumeration during the last 365 days preceding the date of survey, the same will be considered for recording 'yes' against this item. If one member of the household has moved ahead of other members to the present household and others have joined later (but all of them during the reference year) such cases will also be considered for recording 'yes'. Where, some members of the household were born or married into households which have moved, during the last 365 days, the entire household is to be treated as moved to the place of enumeration. When more than one household migrate to the village/town of enumeration and merge into a single household, the merged household will be treated as a migrant household. For such migrant household, the information for items 9, 10 and 11 of block 3 will correspond to the household (as it existed before migration) to which the head of the merged household belonged. Within a village or town, shifting of house from one locality to another should not be considered as migration of the household. The entry will be recorded in codes, i.e., 1 for 'yes' and 2 for 'no'.

3.3.9 **Item 9 to 11: Migration particulars of the households:** For the households with code 1 in item 8, the migration particulars of the households will be recorded in items 9 to 11.

3.3.10 **Item 9: Location of last usual place of residence:** In Item 9, the type of the place from which the household moved to the place of enumeration is to be recorded in codes. The detailed codes are.

same district:	rural....	1
	urban...	2
same state but another district:	rural...	3
	urban...	4
another state:	rural...	5
	urban...	6
another country	...	7

3.3.11 **Item 10: Pattern of migration:** The pattern of migration of the household is classified as either a temporary migration or a permanent migration. The movement of the household to the place of enumeration may be treated as a temporary migration, if the household intends to move again to the last usual residence or to any other place. If the household, in normal course, is likely to stay at the place of enumeration and does not plan to move out of the place of enumeration, it will be treated as a permanent migration. If the pattern of migration is temporary, code 1 will be recorded and if the pattern of migration is permanent, code 2 will be recorded.

3.3.12 **Item 11: Reason for migration:** For each household, which has migrated, the reason for such migration will be ascertained and recorded in codes. While ascertaining the reason, it may be noted that though different members of the household may have different reasons for migration, only that factor which is the basic reason for migration of the household is to be ascertained and recorded. This reasons for migration of the household is to be recorded in terms of the following codes:

reason for migration	code	reason for migration	code
in search of employment	...01	social / political problems (riots, terrorism, political refugee, bad law and order, etc.)	...10
in search of better employment	...02	displacement by development project	...11
business	...03	acquisition of own house/ flat	...12
to take up employment / better employment	...04	housing problems	...13
transfer of service/ contract	...05	health care	...14
proximity to place of work	...06	post retirement	...15
studies	...07	marriage	...16
natural disaster (drought, flood, tsunami, etc.)	...08	others	...19

Brief descriptions of the above mentioned reasons are given in Chapter 1 to facilitate the identification of most appropriate reason for migration of the households.

**3.3.13 Item 12: Whether any former member of the household migrated out any time in the past (yes -1, no – 2):** In this item information will be collected on whether any former member of the household had migrated out of the household any time in the past. Code 1 will be given if any former member of the household has left the household to take up residence in another village/town/district/state/country any time in the past. In case no member has left the household, code 2 will be given. It is important to note that only those persons who were members of the household at the time of their departure and are presently alive are to be considered. Any member who had migrated out any time in the past but returned to the household and are presently members of the household will not be considered as out-migrants.

**3.3.14 Item 13 & 14: Number of members who migrated out:** Items 13 and 14 will be filled in for those households with entry 1 in item 12, i.e., for those households from which at least one former member had migrated out. The number of male and female members who had migrated out any time in the past will be recorded in items 13 and 14, respectively.

**3.3.15 Item 15: Amount of remittances received during the last 365 days (Rs.):** This is to be copied from the entry made in item serial number 99 against column 10 of block 3.1.

**3.3.16 Item 16: Use of remittances:** This item relates to how the remittances, received by the household, were used. In some cases, remittances received and income/ receipts of the household from other resources may be merged together and may be used by the household for any purposes. As such it becomes difficult, in those cases, to distinguish the use to which the remittances are put from the use to which other receipts of the household are put. Still the household should be able to identify some categories, among those listed in code list for this item, on which expenditure has been made possible by the remittances or on which expenditure has been increased to some extent due to the remittances. Provision has been made to record at most 3 such ‘uses’ of remittances, in codes, in the descending order of the amount used. If an equal amount was spent on two or more of the items listed in the code list, the code appearing first in the code list will be considered for making entry.

*for household consumer expenditure:*

on food items	....01
education of children	....02
household durable	....03
marriage and other ceremonies	....04
health care	....05
others items on household	....06
consumer expenditure	
for improving housing condition (major repairs, purchase of land and buildings, etc.)	....07
debt repayment	....08
financing working capital	....10
initiating new entrepreneurial activity	....11
saving/investment	....12
others	....19

For assigning codes 01 to 06, the definition of household consumer expenditure and the procedure for evaluating it, as in Schedule 1.0 (Consumer Expenditure), may be used. If the remittances, were used for other purposes, codes 07 to 08, 11 to 12 and 19, as the case may be, will be recorded.

Since, at most 3 codes for 'use of remittances' may be applicable for each household, 3 rows have been provided in item 16. The entry may be made starting from the top-most cell. For example, a household may have received an amount of Rs. 20000 as remittances during the last 365 days and of the amount received, the household may have spent Rs. 10000 on food items for household consumer expenditure, Rs. 3000 on education of children, Rs. 4000 for debt repayment, and an amount of Rs. 3000 for health care. In this situation the entries in the rows against item 16 will be the codes 01, 08 and 02 in the rows provided. The entry in item 16, in this situation will be as below:

01
08
02

Similarly, of the amount of Rs. 20000 received as remittances, if the household spent Rs. 10000 for each of food items and on debt repayment, the entries will be the codes 01 and 08. In this situation the entry will be as below:

01
08

If the entire amount of Rs. 20000 was used for 'improving housing condition', the entry will be made as below:

07

**3.3.17 Item 17: Monthly household consumer expenditure (Rs.):** This is to be copied from item 23 of block 7.

**3.3.1.0 Block 3.1: Particulars of out-migrants who migrated out any time in the past:** In this block particulars of the out-migrants, who migrated out any time in the past will be collected, i.e., this block will be filled in for those households which had entry 1 in item 12 of block 3. The details of all the male out-migrants and female out-migrants from the household, as recorded in items 13 and 14 of block 3 will be collected in this block 3.1.

**3.3.1.1 Column 1: Serial number:** All the former members of the household, who had migrated out of the household will be listed in this column using a continuous serial number. While listing, first all the male out-migrants will be listed in descending order of the number of years since migrated, followed by the female out-migrants in a similar way. Provision is made for recording particulars of upto 15 persons in this block. If there are more than 15 persons, their particulars are also to be recorded by giving continuous serial numbers and using additional sheets of block 3.1. These sheets should be firmly stapled with the main schedule at the appropriate place.

3.3.1.2 **Column 2: Sex:** For each and every out-migrant of the household, sex in terms of the code (*male-1, female-2*) will be recorded in this column. For eunuch, code '1' will be recorded.

3.3.1.3 **Column 3: Present age (years):** The present age in completed years of all the out-migrants listed in this block will be ascertained and recorded in this column. For infants below one year of age, '0' will be entered.

3.3.1.4 **Column 4: Present place of residence:** For each out-migrant, the place where he/she is now residing is to be recorded in this column in terms of the following codes:

same state and within the same district.....	1
same state but another district.....	2
outside the state.....	3
another country.....	4
not known.....	9

If the present place of residence of the out-migrant is in India, one of the codes 1 to 3, as the case may be will be applicable. If the out-migrant is presently residing in another country code 4 will be entered.

3.3.1.5 **Column 5: Reason for migration:** For each out-migrant, the reason for migration will be ascertained and recorded in codes. This reasons for migration of the out-migrants is to be recorded in terms of the following codes:

reason for migration	code	reason for migration	code
in search of employment.....	01	displacement by development project.....	11
in search of better employment.....	02	acquisition of own house/ flat..	12
business	03	housing problems.....	13
to take up employment / better employment.....	04	health care.....	14
transfer of service/ contract.....	05	post retirement.....	15
proximity to place of work.....	06	marriage.....	16
studies.....	07	migration of parent/earning member of the family.....	17
natural disaster (drought, flood, tsunami, etc.).....	08	others.....	19
social / political problems (riots, terrorism, political refugee, bad law and order, etc.).....	10		

Brief descriptions of the above mentioned reasons are given in Chapter 1 to facilitate the identification of most appropriate reason for migration of the out-migrant.

3.3.1.6 **Column 6: Period since leaving the household (years):** The period since the out-migrant has left the household will be recorded in completed years, in this column, as follows:

period less than one year .....	0
one year or more but less than 2 years .....	1
2 years or more but less than 3 years .....	2

and so on

3.3.1.7 **Column 7: Whether presently engaged in any economic activity:** For each out-migrant, it will be ascertained whether he/she is presently engaged in any economic activity and the entry will be made in terms of the following codes: yes – 1, no – 2, not known – 9.

3.3.1.8 **Column 8: Whether sent remittances during the last 365 days: (yes – 1, no – 2):** If the out-migrant has sent remittances to the household during the last 365 days entry against this item will be 1, else 2 will be recorded.

3.3.1.9 **Column 9 & 10: Number and amount of remittances sent during the last 365 days:** Columns 9 and 10 will be filled in for the out-migrants who have sent remittances at least once to the household during the last 365 days, i.e., for those out-migrants with entry 1 in column 8.

3.3.1.10 **Column 9: Number of times remittances sent during the last 365 days:** Number of times the out-migrant had sent remittances, considering both cash remittances and kind remittances, to the household during the last 365 days will be entered here.

3.3.1.11 **Column 10: Amount of remittances sent during the last 365 days (Rs.):** Total amount of remittances sent by the out-migrants during the last 365 days, considering both cash remittances and kind remittances will be entered here in whole number in rupees.

3.4.0 **Block 4: Demographic and usual activity particulars of household members:** This block is meant to record the demographic particulars like sex, age, marital status, educational level for each of the member of the household. Besides, in this block usual principal activity particulars as well as usual subsidiary activity particulars of each member of the household will be collected. This will include information on activity status of the household members and industry of work and occupation for working members. The description of the items and the procedure for recording them are explained in the following paragraphs.

3.4.1 **Column 1: Serial number:** All the members of the sample household will be listed in block 4 using a continuous serial number in column 1. In the list, the head of the household will appear first followed by head's spouse, the first son, first son's wife and their children, second son, second son's wife and their children and so on. After the sons are enumerated, the daughters will be listed followed by other relations, dependants, servants, etc.

3.4.2 **Column 2: Name of member:** The names of the members corresponding to the serial numbers entered in column 1 will be recorded in column 2.

3.4.3 **Column 3: Relation to head:** The family relationship of each member of the household with the head of the household (for the head, the relationship is 'self') expressed in terms of specified codes will be recorded in this column. The codes are:

self .....	1	grandchild .....	6
spouse of head.....	2	father/mother/father-in-law/mother- in-law .....	7
married child .....	3	brother/sister/brother-in-law/sister-in-law	
spouse of married child ..	4	/other relatives.....	8
unmarried child .....	5	servant/employees/other non-relatives .....	9

3.4.4 **Column 4: Sex:** For each and every member of the household, sex in terms of the code (male-1, female-2) will be recorded in this column. For eunuch, code '1' will be recorded.

3.4.5 **Column 5: Age (years):** The age in completed years of all the members listed, will be ascertained and recorded in column 5. For infants below one year of age, '0' will be entered in column 5.

3.4.6 **Column 6: Marital status:** The marital status of each member will be recorded in this column in codes. The codes for different marital statuses are as follows:

never married .....	1
currently married .....	2
widowed .....	3
divorced/ separated .....	4

3.4.7 **Educational level:** Information on the highest level of education successfully completed by each member of the household considering his/ her all general/ technical/ vocational educational level will be recorded in terms of codes in column 7, whereas in column 8, the highest level of technical education successfully completed will be recorded. A person who has studied up to say, first year B.A. or has failed in the final B.A. Examination, his educational attainment will be considered only as 'higher secondary', for the purpose of column 7.

3.4.8 **Column 7: General:** In column 7, the highest level of education successfully completed by the members of the household considering general/ technical/ vocational education will be recorded in codes which are given below:

not literate .....	01
literate without any schooling.....	02
literate without formal schooling:	
NFEC/AIEP.....	03
TLC/AEC.....	04
others.....	05
literate with formal schooling including EGS:	
below primary .....	06
primary .....	07
upper primary/middle	08
secondary.....	10
higher secondary .....	11
diploma/certificate course .....	12
graduate.....	13
postgraduate and above.....	14

A person who can both read and write a simple message with understanding in at least one language is to be considered literate. Those who are not able to do so, are to be considered not literate and will be assigned code 01. Those who achieve literacy without any schooling will be given code 02. Some persons achieve literacy by attending Non-formal Education Courses (NFEC) or Alternative Innovative Education Programme (AIEP). Such persons will be given code 03. Those who achieve literacy through Adult Education Centres (AEC) or Total Literacy Campaign (TLC) will be given code 04. Those who achieve literacy without any formal schooling and not through NFEC/AIEP/TLC/AEC, code 05 will be given. Those, who are by definition literate through formal schooling but are yet to pass primary standard examination will be assigned code 06. Similarly codes 07, 08, and 10 to 14 will be assigned to those who have passed the appropriate levels. The criteria for deciding primary, middle, secondary, etc., levels will be that followed in the concerned states/union territories. Persons who have attained proficiency in Oriental languages (e.g., Sanskrit, Persian, etc.) through formal but not through the general type of education will be classified appropriately at the equivalent level of general education standard. For them who have completed some diploma or certificate course in general, technical education or vocational education which is equivalent to below graduation level, code 12 will be assigned. Whereas, code 13 will be recorded for them who have obtained degree or diploma or certificate in general, technical education or vocational education, which is equivalent to graduation level. Similarly, code 14 will be assigned for them who have obtained degree or diploma or certificate in general or technical education, which is equivalent to post-graduation level and above.



3.4.9 **Column 8: Technical:** Technical education standard achieved by the members of the household will be recorded in one of the following codes:

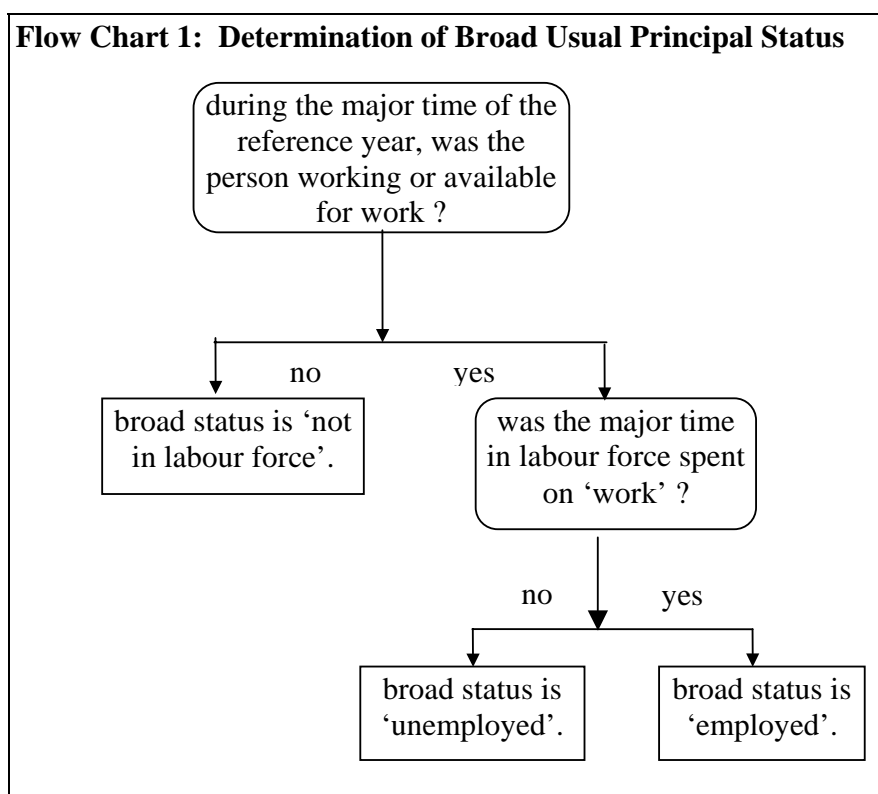
no technical education .....	1
technical degree (graduate level) in agriculture/engineering/technology/ IT/medicine/management, etc.....	2
technical degree (postgraduate and above level) in agriculture/ engineering/ technology/ IT/ medicine/ management, etc.....	3
diploma or certificate (below graduate level) in agriculture/ engineering/ technology/IT/ medicine/ management, etc. ....	4
diploma or certificate (graduate level) in agriculture/ engineering/ technology/IT/ medicine/ management, etc.....	5
diploma or certificate (postgraduate and above level) in agriculture/ engineering/ technology/IT/medicine/management, etc.....	6

It may be noted that the technical certificate/ diploma obtained by the person need not necessarily be recognised by the Government, but it should be obtained from an educational institution recognized by competent authorities.

3.4.10 **Column 9 to Column 12: Usual principal activity particulars of household members:** The usual principal activity particulars of each member of the household will be collected in these columns. This will include information on activity status of the household members and industry of work and occupation for working members. The particulars of usual activity are collected with reference period of 365 days preceding the date of survey. The relevant concepts like 'activity status', 'economic activity', 'usual principal activity', 'usual subsidiary economic activity', etc. are explained in Chapter One. The description of the items and the procedure for recording them are explained in the following paragraphs.

3.4.11 **Column 9: Status:** For each of the members, the usual principal activity status will be recorded in this column. In the first instance, the broad usual principal activity of the person will be identified based on the various activities pursued by the person during the reference period of last 365 days adopting a 'relatively long time (or major time)' criterion, not necessarily for a continuous period. The broad usual principal activity status will be one of the three categories viz. 'employed' (working), 'unemployed' (available for work) or 'not in labour force' (neither working nor available for work). *It is to be noted that in deciding this, only the period normally available in a day for pursuing various activities need to be considered, and not the 24 hours of a day.*

**3.4.12 Identification of broad usual principal activity status:** The broad usual principal activity status will be obtained on the basis of a two stage dichotomous classification depending on the major time spent. Persons will be classified in the first stage into (i) those who are engaged in any economic activity (i.e., employed) and / or available for any economic activity (i.e., unemployed) and (ii) who are not engaged and also not available for any economic activity (i.e., not in labour force). Thus, the persons will be first classified as those in the labour force and those not in the labour force depending on in which status, out of these two, the person spent major part of the year. In the second stage, those who are found in the labour force will be further classified into working (i.e., engaged in economic activity or employed) and seeking and/or available for work (i.e., unemployed) based on the major time spent. Thus, we can obtain the broad usual principal status as one of the three viz. employed, unemployed and out of labour force. Flow chart 1 explains the procedure for determining the broad usual principal activity status.



**3.4.13 Detailed usual principal activity status:** With the broad activity status identified for a person, detailed activity categories will be assigned on the basis of relatively longer time spent on a detailed activity. For example, suppose person A, in the example given above worked in household enterprises without hiring labour for 3 months and worked as casual labour for 2 months, then his usual principal activity status would be, worked in household enterprise (own account worker). The detailed usual principal activity status codes are as given below:

<b>activity status</b>	<b>code</b>
<i>worked in hh. enterprise (self-employed) as own account worker</i> .....	11
<i>worked in hh. enterprise (self-employed) as employer</i> .....	12
<i>worked as helper (unpaid family worker) in hh. enterprises (self-employed)</i> .....	21
<i>worked as regular wage/salaried employee</i> .....	31
<i>worked as casual wage labour : in public works</i> .....	41
<i>in other types of work</i> .....	51
<i>did not work but was seeking and/or available for work</i> .....	81
<i>attended educational institutions</i> .....	91
<i>attended domestic duties only</i> .....	92
<i>attended domestic duties and was also engaged in free collection of goods (vegetables, roots, firewood, cattle-feed etc) sewing, tailoring, weaving, etc. for hh. use</i> .....	93
<i>rentiers, pensioners, remittance recipients, etc</i> .....	94
<i>not able to work due to disability</i> .....	95
<i>others (including begging, prostitution, etc.)</i> .....	97

Codes 11, 12, 21, 31, 41 & 51 refer to the 'employed', 81 to the 'unemployed' and the remaining viz. 91 to 95 and 97 refer to the 'not in labour force'. It may be noted that a person who mainly attended domestic duties and was also simultaneously engaged in free collection of primary goods (vegetables, roots, firewood, cattle-feed, etc), sewing, tailoring, weaving, making baskets and mats, etc., for household use, his/her usual principal status will be assigned as 93. For children of age 0 - 4 years, code 97 may be given.

#### 3.4.14 Some special cases for determining usual principal activity status are listed below:

(i) It is to be noted that availability for work being more of a status than an activity, a person being available for work may well be engaged in one or more of the activities denoted by codes 91 to 97. In all such cases except those engaged as students (code 91), persons will be categorised as 'unemployed' if he/she reports to be available for work for a relatively longer period, in spite of his/her being engaged simultaneously in a non-economic activity. But, if a person who is available for work is reported to have attended educational institution more or less regularly for a relatively longer period during the preceding 365 days, further probing as to whether he will give up the study if the job is available is to be made before considering him as 'unemployed'.

(ii) Again, it also needs to be emphasised that the procedure to be followed in ascertaining the activity status of a domestic servant who is a member of the employer's household is different from that adopted for other members of the household. It may be noted that engagement in domestic duties by such household members is not considered economic activity as defined for the survey. On the other hand, although a domestic servant staying in the employer's household and taking food from the common kitchen is, by definition, a member of the employer's household, he/she is also *engaged in domestic duties in return for wages* in cash and/or kind. Thus, *as a special case, domestic duties pursued by a domestic servant will be considered as an economic activity* and the activity status code as is applicable will be assigned to him/her.

(iii) Carpenters, masons, plumbers, etc., who move from place to place in search of work and carry out the work **on a contract basis (not on wage basis)** whenever work is available, will be considered as 'own-account worker'. But if such persons are working on a wage basis, under a contractor or for a household, they will be considered as employee.

**3.4.15 Columns 10 to 12: Principal industry-occupation:** Columns 10 to 12 will be filled-in for those who are 'working', i.e., those with any one of codes 11, 12, 21, 31, 41, or 51 in column 9. The description of the industry-occupation relevant to the type of economic activity pursued by the person in the status recorded in column 9 will be given in column 10. The corresponding 5-digit industry code (NIC-2004) and the 3-digit occupation code (NCO-2004) will be entered in columns 11 and 12, respectively. In case, two or more industry-occupation combinations corresponding to the status code given in column 9 have been reported by a person, the principal industry-occupation will be the one in which **relatively more time** has been spent during the preceding 365 days by the person.

**3.4.16 It may be noted that industry Divisions 96 and 97 of NIC-2004 will not be used for collection of information on industry.** The entire activities described under Division 97 are not considered as economic activities in the NSS survey. A part of the activities under Division 96 (viz. hunting and gathering, farming and the production of shelter), is considered as economic activities in NSS surveys and the industry of these undifferentiated activities will be judged in the usual manner as is done now i.e., by considering the industry-occupation in which major time is spent. Thus, this part of undifferentiated activities of Division 96 will get classified against the respective industries under divisions 01-14 relating to the primary sector or 45 relating to construction. The rest of Division 96 will not be considered as economic activity for the NSS survey.

**3.4.17 To identify certain category of workers separately, NIC-2004 industry class code 9500 (Division 95) has been split into the following sub-classes, for the purpose of the survey, as given below:**

**Division 95: ACTIVITIES OF PRIVATE HOUSEHOLDS AS EMPLOYERS OF DOMESTIC STAFF**

housemaid/servant .....	95001	governess/baby-sitter .....	95005
cook .....	95002	tutor .....	95006
gardener .....	95003	driver .....	95007
gatekeeper/chowkidar/watchman .....	95004	others .....	95009

These additional codes are to be used, wherever necessary, in **recording five digit industry codes in column 11 of block 4**. In assigning the industry code under Division 95, it should be kept in mind that the work is to be performed predominantly in the premises of the household irrespective of whether it is performed in one or more than one household. If services provided by individuals to the household originate and terminate in the same household, they will be classified under Division 95.

For example, all persons who collect electric bills from the households for payment, who provide potable water in the container made available by the household, who collect grocery items from the shops/market as per the list of items supplied by the household, who give tuition to the members of the household at the residence of the household members, etc., **will be** classified under this division.

On the other hand, if the households avail these services by approaching such persons (providing these services) in their establishment/house, then those services **will not be** classified under Division 95. They will be classified under appropriate division. For example, for a person giving tuition in his coaching center or in his own house, his activity will be classified under NIC 80902 or NIC 80903 respectively. Similarly, a person who is supplying potable water to one or more households (and uses his own container - which is his asset) will be classified under NIC 93093. **Note that the persons classified under NIC division 95 in the above example will be considered as ‘wage earners/employees’, while those not classified under division 95 will be considered as ‘self-employed’.**

3.4.18 It may be noted that in determining the usual principal status of a person, it is not essential to consider the time disposition in respect of various activities pursued by the person on a day-to-day basis - which is generally done in the case of current status. What is important is that the activity, which a person usually performed or the status in which the person usually belonged for a longer period during the reference period, is to be assessed. In order to determine the usual principal status, the dominant activity of the individual that kept the person engaged for a longer period during the reference period, may be identified. This may largely be understood by the functional role of the individual in daily life or normal attachment of the individual to an activity or the activity situation in which an individual disposes himself or herself. This may even be understood by the response to the question generally asked ‘what he/she normally does or did during the reference period?’ such as, teaching or housekeeping or tutoring others or studying or farming or renting or prostitution. For example, the dominant activity of a person whose normal attachment is with household chores, even though gives tuition for some time – maybe for three/ four hours in a day, will be considered as performing ‘domestic duties’ or, that of a boy who disposes himself as a student though performs some work activity regularly will be considered as ‘student’. Note that the dominant activity of a person during the reference period is determined irrespective of the activity situation on a specific point of time (say, 1 day) or during a short period of time (say, 1 week).

3.4.19 There may be several situations for a person during the reference period. The individual might be engaged in a single dominant activity throughout the year or, the dominant activity might be carried out with other activities simultaneously or in succession or in alternation. In the first situation, the dominant activity for the person, which did not change during the reference period, will determine his/her usual principal activity status. In the second situation, where the dominant activity changed, the usual principal status for the person will be determined by the activity that prevailed for a longer period for the person during the reference period, that is, by major time criteria. For example, the dominant activity situation for a person may be employed through out the year, with or without any other activity carried out simultaneously, and accordingly, his/her usual principal activity status will be assigned as employed. On the other hand, the dominant activity situation for a person may be out side the labour force for some period, unemployed for some period and employed for the remaining period during the year. The broad usual principal status of the person will be the activity that prevailed for the person for a longer period during the year, which is obtained following a two-stage dichotomous classification depending on the major time spent on the different broad activities. However, if a person who did any economic activity for a period of 30 days or more, during the last 365 days, he/she will be considered as worker either in the principal status or in the subsidiary status depending upon the situation during reference period.

**3.4.20 Column 13: Whether engaged in any work in a subsidiary capacity (yes-1, no-2):** For each member of the household listed in this block, it has to be ascertained whether he/she worked in a subsidiary capacity during the 365 days preceding the date of survey or in other words if he had any subsidiary economic status. A person will be considered to have worked in the subsidiary capacity if he/she has worked for a minimum period of 30 days, not necessarily for a continuous period, during the last 365 days, and for them code 1 will be recorded in this column. Otherwise, code will be 2.

**3.4.21 The identification of those working in a subsidiary capacity will be done as follows:**

(i) For example, a person categorised as working and assigned the usual principal activity status as own account worker may also be engaged for a relatively minor time, but not less than 30 days, during the last 365 days as casual wage labour. In such a case, he will be considered to have worked also in a subsidiary capacity, i.e., having a subsidiary economic status which is different from the principal activity status. Again, a person may be own account worker in trading for a relatively longer period and simultaneously may also be engaged in agricultural production for a relatively minor time, say for at least 30 days. In such a case, the usual principal status will be own account worker in trading and usual subsidiary economic status will be own account worker in agriculture.

(ii) Similarly, persons categorised as 'unemployed' or 'not in labour force' on the basis of relatively long time criterion might have pursued some economic activity for relatively minor time, say for at least 30 days, during the year. In such cases, they will be treated as having subsidiary economic activity and code 1 will be recorded in column 13.

*It may be stated again that engagement in work in subsidiary capacity may arise out of two situations:*

*(i) a person may be engaged in a relatively longer period during the 365 days in economic (non-economic) activity and for a relatively minor period, which is not less than 30 days, in another economic activity (any economic activity). 30 days of work need not necessarily be for a continuous period but may be distributed over the last 365 days.*

*(ii) a person may be pursuing an economic activity (non-economic activity) almost throughout the year in the principal status and also simultaneously pursuing another economic activity (any economic activity) for relatively shorter time in a subsidiary capacity. In such cases, since both the activities are being pursued throughout the year and hence the duration of both the activities are more than 30 days, the activity which is being pursued for a relatively shorter time will be considered as his/her subsidiary activity.*

3.4.21.1 There could be situations, when a person in addition to his usual principal activity (which may be either economic activity or non-economic activity), may be engaged in more than one economic activity during the last 365 days. Though in each of these activities, the number of days worked may be less than 30 days, total number of days worked, considering all these activities, may be 30 days or more. In such situations, if the total number of days worked is 30 days or more, the person will be considered as a worker in the usual subsidiary status and the subsidiary activity status code and industry will correspond to that economic activity in which relatively longer time was spent.

3.4.21.2 Differentiation between usual principal economic activity and usual subsidiary economic activity will be made by considering activity status and industry at 2-digit level of NIC-2004. Thus, while for a person with two or more economic activities pursued at different activity statuses, one of the economic activity will be considered as usual principal economic activity on the basis of major

time criteria, another activity will be considered as usual subsidiary economic activity. On the other hand, if a person pursues two or more economic activities in the same activity status but if the industry at 2-digit level of NIC-2004 are different, then the person will be considered to have different usual principal and usual subsidiary economic activity.

**3.4.22 Column 14 to column 17: Usual subsidiary economic activity particulars of household members:** Usual subsidiary economic activity particulars of the household members who have reported to have carried out some *economic* activity in the subsidiary capacity, i.e., **for those with code 1** in column 13, will be collected in **columns 14 to 17** of this block. In the situation where a person has been found to have pursued more than one economic activity during the last 365 days in his or her subsidiary capacity, the activity on which more time has been spent would be considered for recording entry in columns 14 to 17. Columns 14 to 17 are to be filled in for each and every member of the household reporting subsidiary economic activity (i.e., **for those with code 1** in column 13) irrespective of whether in the usual principal activity status the person is employed or not.

**3.4.23 Column 14: Usual subsidiary economic activity status:** For all persons engaged in any 'work' in subsidiary capacity, i.e., **for those with code 1** in column 13, the status codes of the economic activities pursued by them in their subsidiary capacity will be recorded in column 14. Activity status codes 11, 12, 21, 31, 41 and 51 relate to economic activity and only these codes are applicable for column 14.

**3.4.24 Columns 15 to 17: Subsidiary industry-occupation:** Columns 15 to 17 will be filled-in for those who are 'working' in the subsidiary status, i.e., **for those with code 1** in column 13. The description of the industry-occupation relevant to the type of economic activity pursued by the person in the status recorded in column 14 will be given in column 15. The corresponding 5-digit industry code (NIC-2004) and the 3-digit occupation code (NCO-2004) will be entered in columns 16 and 17, respectively. In case, two or more industry-occupation combinations corresponding to the status code given in column 14 have been reported by a person, the subsidiary industry-occupation will be the one, in which **relatively more time** has been spent during the preceding 365 days by the person. Note that, **to identify certain category of workers separately, NIC-2004 industry class code 9500 has been split.** Those are to be considered here also. Moreover, it may be noted that the industry divisions 96 and 97 of NIC-2004 will not be used for collection of industry of work activity for the persons

**3.4.25** The following examples will help in clarifying the procedure for identifying broad usual principal activity status and the engagement in economic activity in subsidiary capacity of individual.

person	number of months			usual principal activity status	remarks
	labour force employed	labour force unemployed	labour force not in		
A	5	4	3	<i>employed</i>	
B	4	5	3	<i>unemployed</i>	<i>employed in subsidiary status (SS)</i>
C	4	3	5	<i>employed</i>	
D	4	1	7	<i>not in labour force</i>	<i>employed in SS</i>
E	3	3	6	<i>employed</i>	
F	1	0	11	<i>not in labour force</i>	<i>employed in SS</i>

**3.5.0 Block 5: Time disposition of household members during the week:** This block is meant for recording the time disposition of the household members in various activities on all the 7 days preceding the date of survey, the current weekly status based on the 7 days time disposition, wage and salary earnings during the week, etc. *Time disposition will be recorded for every member of the household listed in block 4.* This involves recording of different activities pursued by the members along with the time intensity in quantitative terms for each day of the reference week. The different activities will be identified and recorded in terms of 'status' and 'industry' codes for persons in urban areas and 'status', 'industry' and 'operation' codes for persons in rural areas. The time intensity will be measured in half-day units. Since a person may be engaged in more than one type of activity on a single day, (in which case two such activities will be considered for that day) and different activities may be carried out on different days of the week, more than one line have been provided for each person in this block to record information on different activity particulars which have been carried out by the person in the week in separate lines.

**3.5.1 Columns 1 & 2: Serial number and age:** In columns 1 and 2 of this block, serial number of each person and his/ her age recorded in columns 1 and 5, respectively of block 4, will be copied. The serial numbers in this block will be entered sequentially as they appear in column 1 of block 4. Provision has been made to record particulars of five persons in one page. Three such sheets have been provided. In case more pages are required to record the particulars of all the persons listed in block 4, additional sheets of block 5 may be used. These sheets should be firmly stapled with the main schedule at the appropriate place.

**3.5.2** Since a person may pursue more than one activity during the seven days of the reference week, four lines have been provided for each serial number recorded in column 1 for making separate entries relevant to the different activities on a day (two such activities) on different days of the reference week. Past experience indicates that provision of four lines will cover almost all the situations. However, if a person reports more than four different activities during the reference week, the block of four lines meant for the next serial number of persons may be utilised by putting cross (x) marks in columns 1 and 2, and continuous serial numbers in column 3. Obviously, the particulars of the next person will be entered in the cell meant for serial number of persons subsequent to the cell already utilised for the previous person. In the case of children of age 0 - 4 years, their particulars will be entered and status code 97 will be assigned to them with intensity 1.0 for all the seven days preceding the date of survey without any probing.

**3.5.3 Column 3: Serial number of activity:** For each person listed in column 1 of this block (which will be same as listed in column 1 of block 4), different activities pursued by them during all the seven days of the reference week will be serially numbered and this serial number of activity will be recorded in column 3. Presuming that the likelihood of one person pursuing more than four different activities in a week is rather remote, only four lines are provided for each person. As stated earlier, if a person pursues more than four different activities, the lines meant for the next person may be utilised. **The current activity of a person in the rural areas is denoted by his status-cum-industry-cum-operation.** Thus, for a person in the rural areas with the same status, if the industry division (2-digit NIC-2004 code) or operation are different on the same or different days, he will be considered to have pursued different activities and these activities will be entered in different lines. Similarly, **in urban areas, the current activity of a person is denoted by his status-cum-industry.** Thus, if a person in urban area ploughs his own field in the first half of the day and sows in the second half of the day, he will be considered to have only one activity during the day. But, in rural areas, he will be considered to have two activities.



3.5.4 **Column 4: Status:** The current activity 'status' codes corresponding to the serial number of activity entered in column 3 will be recorded in this column. The status codes which will be used in recording daily activity particulars and the weekly activity particulars are as follows:

<b>activity status</b>	<b>code</b>
<b>situation of working or being engaged in economic activities (employed)</b>	
<i>worked in hh. enterprise (self-employed) as own account worker</i> .....	11
<i>worked in hh. enterprise (self-employed) as employer</i> .....	12
<i>worked as helper (unpaid family worker) in hh. enterprises(self-employed)</i> .....	21
<i>worked as regular wage/salaried employee</i> .....	31
<i>worked as casual wage labour in public works other than NREG public works</i> .....	41
<i>worked as casual wage labour in NREG public works</i> .....	42
<i>worked as casual wage labour in other types of work</i> .....	51
<i>had work in h.h. enterprise but did not work due to: sickness</i> .....	61
<i>other reasons</i> .....	62
<i>had regular wage/ salaried employment but did not work due to :</i>	
<i>sickness</i> .....	71
<i>other reasons</i> .....	72
<b>situation of being not engaged in work but available for work (unemployed)</b>	
<i>sought work</i> .....	81
<i>did not seek but was available for work</i> .....	82
<b>situation of being not available for work (not in labour force)</b>	
<i>attended educational institutions</i> .....	91
<i>attended domestic duties only</i> .....	92
<i>attended domestic duties and was also engaged in free collection of goods (vegetables, roots, firewood, cattle-feed, etc.), sewing, tailoring, Weaving, etc. for household use</i> .....	93
<i>rentiers, pensioners, remittance recipient, etc.</i> .....	94
<i>not able to work due to disability</i> .....	95
<i>others (including begging, prostitution, etc.)</i> .....	97
<i>did not work due to sickness (for casual workers only)</i> .....	98

It may be noted that these are same as the usual activity status codes, except the codes 42, 61, 62, 71, 72, 82 and 98 which are not applicable for usual status. Moreover, **activity status code 41 in the usual status is used for casual wage labour in all types of public works, whereas in the current activity status, code 41 is for casual wage labour in public works other than NREG public works and code 42 is for casual wage labour in NREG public works. It may be noted that though under NREG Act persons of age 18 years and above in rural areas willing to do unskilled manual work are entitled to get NREG public works, for this survey, activity status code 42 may be assigned to those who have worked under NREG public works irrespective of the age and place of residence of the person.** Besides, code 81 in usual status is used to indicate both the situations of seeking and being available for work, while in the current activity status, code 81 is for the persons 'seeking work' and code 82 is for the persons who 'did not seek but was available for work'. The current weekly activity status for each individual will be identified based on the daily activity status

codes. The procedure for doing this will be explained later in this chapter. The following paragraphs describe in details the procedure to be followed in making entries in each of the columns.

**3.5.5 Column 5: Industry division (2-digit NIC-2004 code):** For each status code grouped under the activity category 'working' (i.e., for the status codes 11-72 recorded in column 4), the 2-digit NIC-2004 code will be entered in column 5.

**3.5.6 Column 6: Type of operation (for rural areas):** This column will be filled in for persons belonging to the rural households only. The actual working operation performed by the persons relevant to the status codes grouped under the activity category working (i.e., status codes 11-72) will be entered in terms of codes in this column. It may be noted that for regular wage/salaried employees on leave or holiday, the 'operation' will relate to their respective function in the work or job from which he is temporarily off in view of his taking leave or holiday. Similarly for persons categorised 'self-employed' (status codes 11, 12 & 21) if they are not at work on a particular day in spite of their having work on that day, operation to be recorded will relate to the work they would have done if they had not enjoyed leisure on that day. The relevant codes to be used for making entries in this column are:

a) manual work in cultivation :

ploughing - 01	sowing - 02	transplanting - 03
weeding - 04	harvesting -05	other cultivation activities - 06;

b) manual work in other agricultural activities :

forestry - 07	plantation - 08	animal husbandry- 10
fisheries - 11	other agricultural activities - 12;	

c) manual work in non-agricultural activities - 13;

d) non-manual work in :

cultivation - 14	activities other than cultivation- 15.
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**3.5.7** Although it may be theoretically possible that **on a particular day of the reference week, a person may have any number of activities, the particulars relating to two activities identified on the basis of priority cum major time criterion need only be considered for making entries in this column.** Thus, on a day, a person may either have only one activity with 'full' intensity or two activities with 'half' intensity for each. If the activity is pursued with intensity 'half' on a particular day, the entry will be 0.5 against that activity and if that is pursued with intensity more than 'half', 1.0 will be recorded against that activity in the relevant columns 7 to 13. Generally, an activity, which is pursued for more than 1 hour but less than 4 hours is considered to have been pursued with 'half' intensity. If it is pursued for more than 4 hours, the activity is considered to have been pursued with 'full' intensity. However, for some persons, less than four hours of work daily is their normal working hours for the work or profession. In such cases he will be considered to have worked with 'full' intensity.

**3.5.8** The decision whether the intensity to be recorded for an activity will be 0.5 or 1.0 has to be taken by the investigating staff making careful probes into the actual situation obtaining for the person on a particular day. Mere declaration made by the informants, that less than four hours of work daily is their normal working hours for the work or profession, should not be the basis for recording the intensity as 1.0. In the case of a cultivator, a village artisan or a small trader, it should not be presumed that a few hours of work on a day, say during the lean periods of the year, is his/ her normal work, and the intensity 1.0 need not necessarily be recorded for him/her. Since this particular block of the

schedule is meant for recording the information on periodical or seasonal under-utilisation of available labour time, careful probes about the nature of work performed by a person during the day has to be made before recording the relevant entries.

To illustrate, in so far as the daily activity pattern of a person is concerned, the following seven different situations can be visualized for a person on a single day:

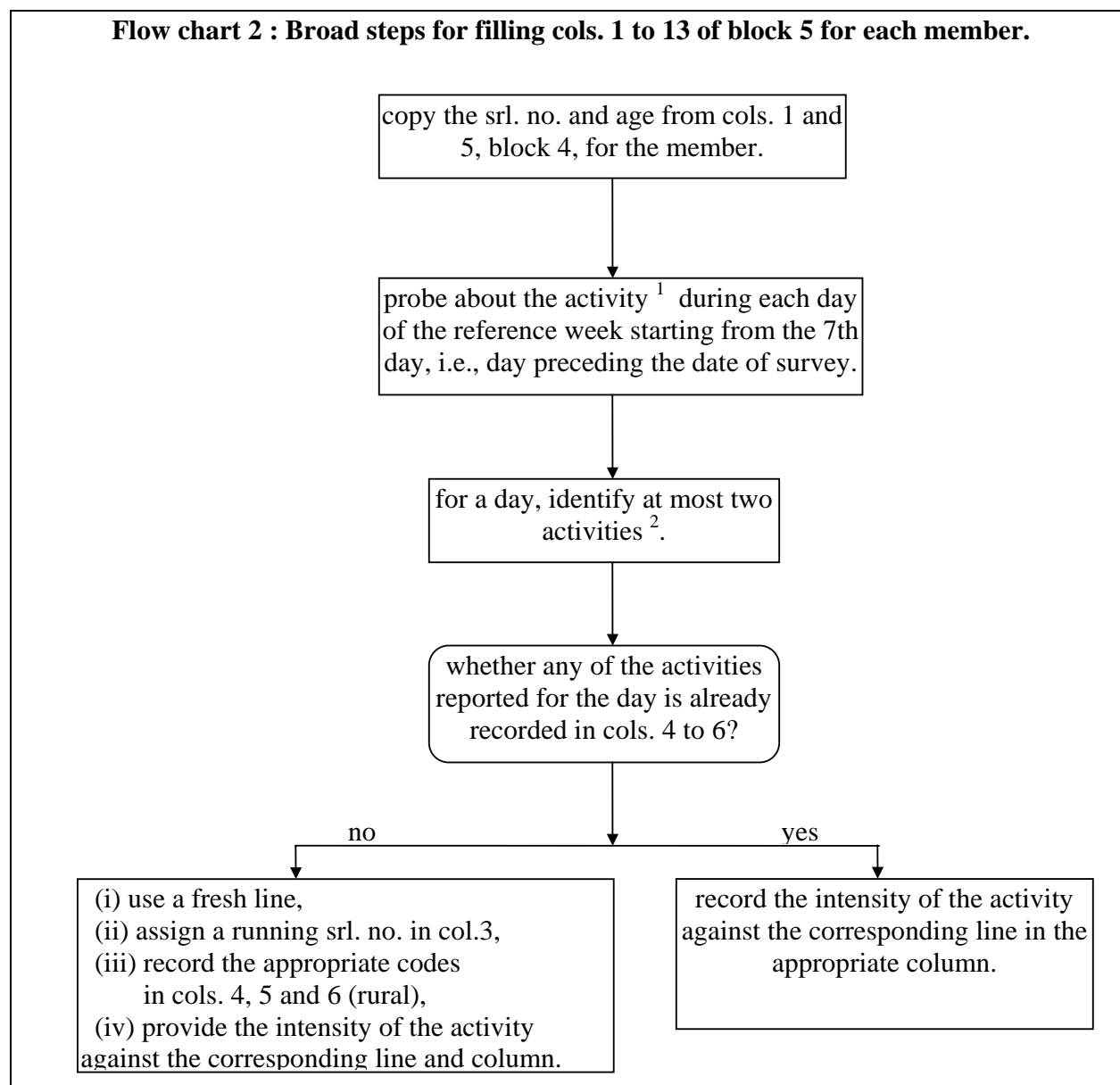
- (i) he/she may be engaged fully in one economic activity;
- (ii) he/she may be engaged in two different types of economic activities;
- iii) he/she may be partly engaged in economic activity and for the rest of the day he/she may be seeking or available for work and at the same time may or *may not be doing some non-economic activities*;
- (iv) he/she may be partly engaged in economic activity and during the rest of the day he/she is not available for work and *may be doing some non-economic activities*;
- (v) he/she may be available for work for the entire day;
- (vi) he/she may be available for work for part of the day and for the remaining part he/she may not be available for work and may be pursuing some non-economic activity and
- (vii) he/she may be fully engaged in non-economic activities.

3.5.9 The investigator is to first ascertain the exact situation from the informant and will then record the appropriate status code or codes, as the case may be, in this column using the priority-cum-major time criterion. The relevant codes to be used for recording the status are already given. The following illustrations may be noted for general guidance.

- (a) A person found to be engaged in domestic duties should not be categorised 'engaged in domestic duties' (code 92) if the person reports that he/she has also been available for work concurrently.
- (b) A person engaged in regular wage/salaried employment but currently not at work will be assigned code 71 or 72 irrespective of whether he is engaged in any other 'economic' or 'non-economic' activity.
- (c) Unpaid apprentices will be treated as 'students' while paid apprentices will be treated as employees.
- (d) 'Free collection for sale' will be treated as self-employment.

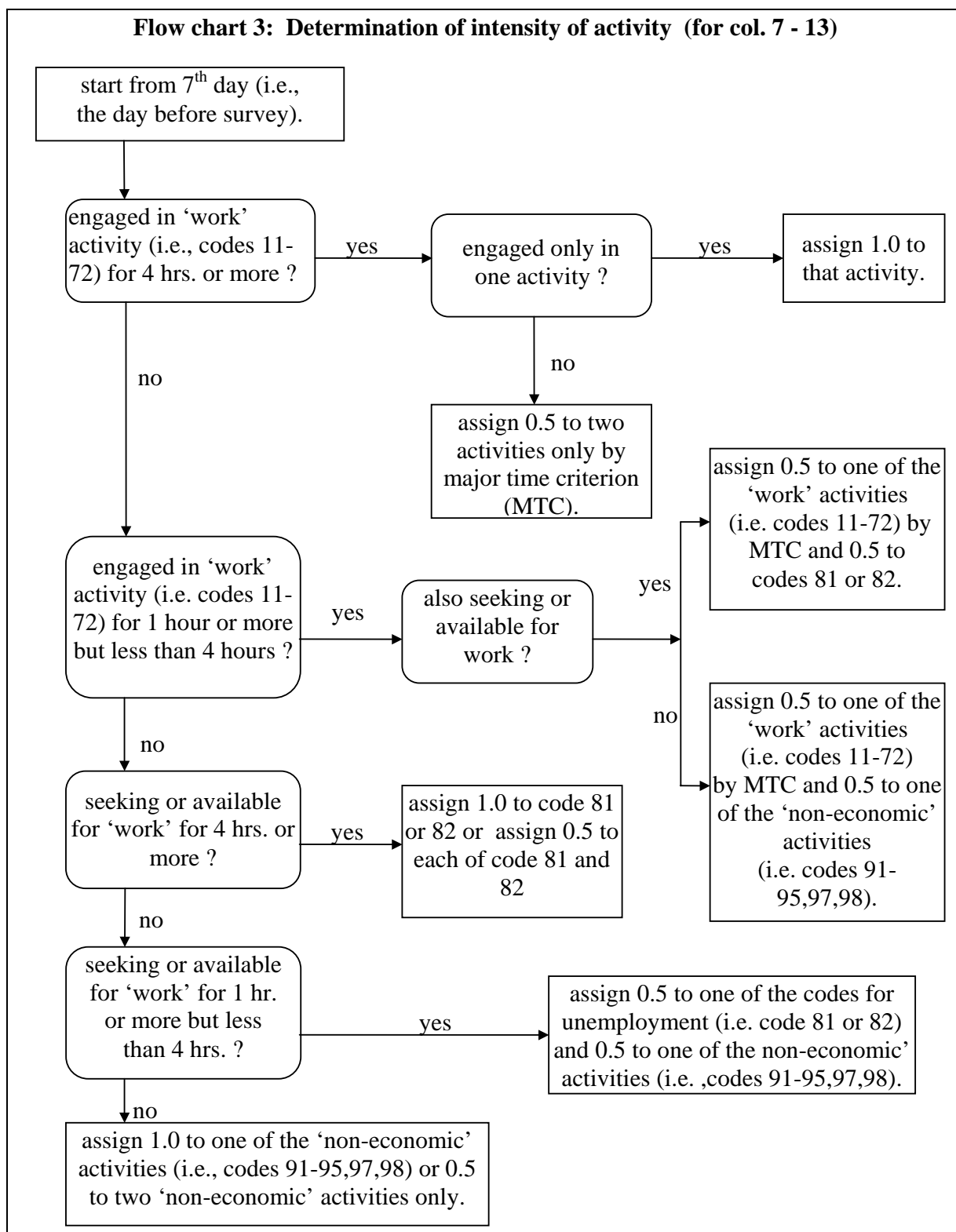
3.5.10 **Columns 7 to 13: Intensity of activity:** For each activity recorded in column 3, the intensity with which the particular activity is performed on the different days of the reference week will be recorded in quantitative terms 'half' or 'full' in these columns. As described earlier, for each activity listed in column 3 either one 'full' intensity or two 'half' intensity may be assigned to a person on any one of the seven days of the reference week. For a particular activity, the recording of entries in columns 7 - 13 should start from column 7 which is provided for recording the intensity of that activity on the seventh day of the reference week, i.e., the day preceding the date of survey. Similarly, the intensity of that activity on the sixth, fifth and earlier days of the week will be recorded in columns 8, 9, 10, 11, 12 and 13 respectively. If the intensity of an activity is 'full' on a particular day, '1.0' will be recorded in the relevant column. On the other hand, if the intensity is 'half', the entry will be '0.5'. If that particular activity is not pursued on some other days of the reference week, the corresponding columns provided in the block for those days will be left blank against that activity. Thus, for each day, for a person, there will be either only one entry with intensity 1.0 in any one of the lines or two

entries with intensity 0.5 each in any two of the lines. Procedure for recording different activities and the intensities of the activities on different days are explained in the Flow charts 2 and 3.



Note: 1. An activity relating to work will be identified on the basis of the status-cum-industry-cum-operation in the rural areas and on the basis of status-cum-industry in the urban areas. An activity relating to other than work will be identified on the basis of status only both in rural and urban areas.

2. On a day, a person will be considered to have been engaged in one activity with 'full' intensity (1.0) or in two activities with 'half' intensity (0.5). Of the many activities, two activities to be chosen based on priority-cum-major time criterion.



**3.5.11 For determining the various activities pursued by a person during the reference week and their intensities, the following thumb rule may be adopted:**

- (a) If a person had worked or was employed, that is, if he was engaged in any one or more of the activities 11-72 for four hours or more on a day he would be considered 'working' or 'employed' for the whole day and assigned the one or two out of the different work activities on which he devoted relatively long time. In the former case, intensity will be 1.0 and in the latter cases, 0.5 for each of the two activities recorded.
- (b) A person, who had worked for 1 hour or more but less than 4 hours on a day, would be considered 'working' for half day and for the other half he would be considered either 'seeking or available for work', i.e., 'unemployed' (code 81 or 82) or as 'neither working nor available for work', i.e., 'not in labour force' (91-98) depending on whether or not the person was seeking/available for work. The person will be assigned the relevant work status code (11-72) with 'half' intensity and non-work status code 81 or 82 if 'unemployed' and any one of the relevant codes 91-98 if 'not in labour force', with 'half' intensity. If the nature of work is such that, (when employed in a full day) he/she works for less than 4 hours, full intensity will be given (e.g., a doctor may practice for 3 hours only on each day).
- (c) If a person had not worked even for an hour on the day but had sought work or was available for work for four hours or more, he/she would be considered unemployed for the whole day and assigned the code 81 or 82 as the case might be with 'full' intensity. But if he/she sought work or was available for work for one hour or more but less than four hours, he/she would be considered 'unemployed' for half day and assigned the activity status code 81 or 82 with 'half' intensity and 'not in labour force' with 'half' intensity for the other half of the day, for which the relevant code (any one of the codes 91-98) would be assigned.
- (d) A person not so considered 'employed', or 'unemployed' either for 'full' day or 'half' day as shown in (a), (b) or (c), would be given activity codes 91-98 with intensity 'full' or two of them with each having intensity 'half', as the case may be.

**3.5.12 A few special cases are stated below regarding the procedure for assigning the intensity.**

- (a) In the case of a person engaged in self-employment, such as a doctor, a stationary or peripatetic trader or vendor, a freelance artisan or a mason or a carpenter, etc. the following may be kept in view while recording entries on intensity.
  - (i) A doctor sitting in his chamber for 4 hours or more, no matter whether he examined and prescribed medicine for a single patient or not, intensity 1.0 should be recorded.
  - (ii) For stationary or peripatetic vendor or trader moving around in his professional rounds for 4 or more hours, intensity 1.0 should be recorded whatever little business is done by the person.
  - (iii) For recording intensity (entries 1.0 or 0.5) in columns 7 - 13 in the cases of masons or carpenters in their professional rounds, similar procedure is to be adopted.

- (b) In the case of regular wage/salaried employees, the activity beyond the normal working hours need not be considered for recording entries in these columns. On the other hand, if a person pursues two economic activities of duration, say 4-5 hours each, both are to be recorded with 0.5 intensity for each. In the case of self-employed persons, time spent on any ancillary activity relating to the actual activity of production of goods or services, will also be considered as time spent on 'work'. In this connection, it may be noted '**exchange labour**' will be considered as 'work' performed in 'self-employed' capacity.

**3.5.13 Column 14: Total number of days in each activity:** The number of days for which a particular activity was pursued during the seven days, i.e., the total of columns 7 to 13 will be recorded in one place of decimal in column 14 separately for each activity listed in column 3. It may be noted that the total number of days for all the activities taken together should always be 7.0 for each individual entered in column 1.

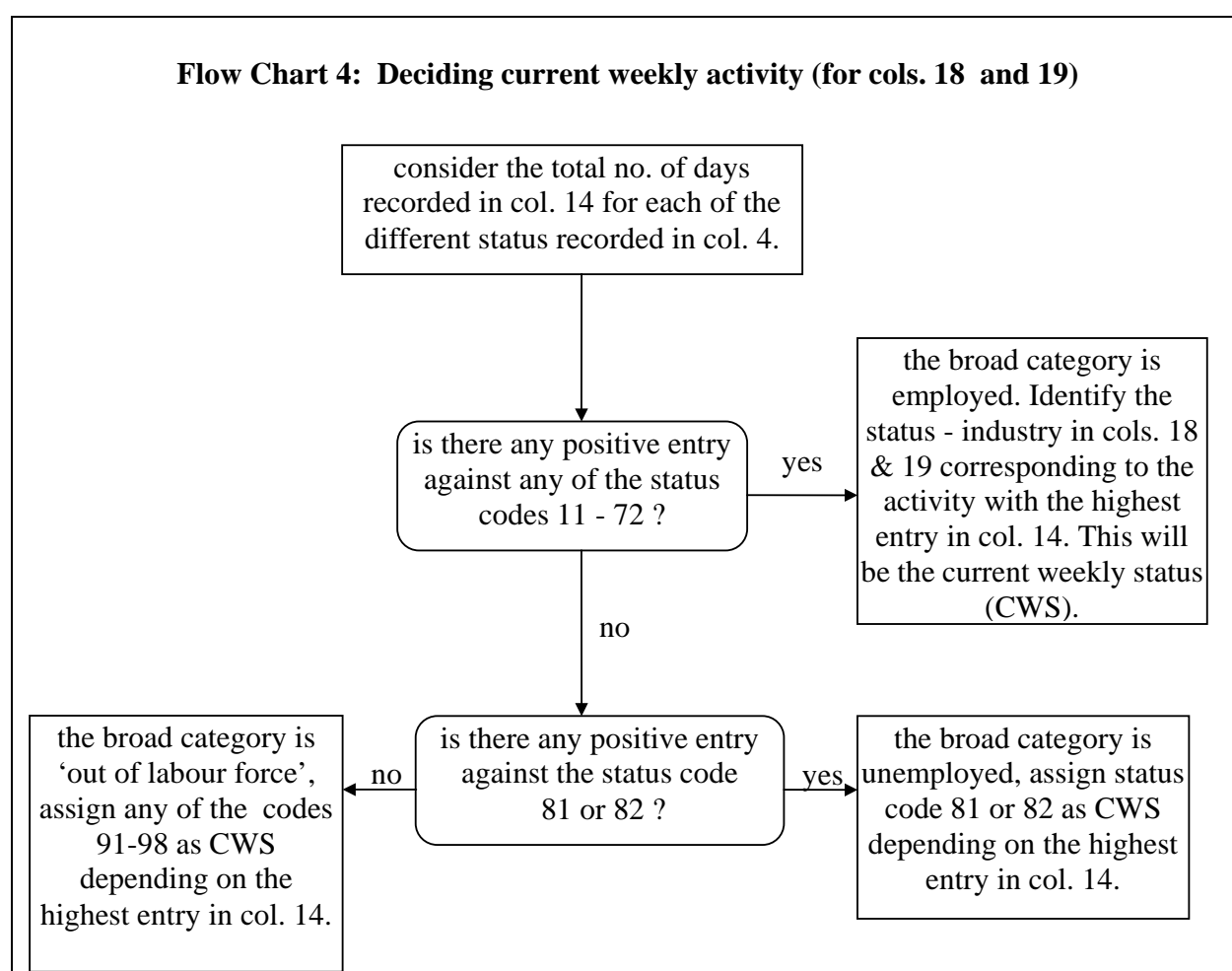
**3.5.14 Columns 15 to 17: Wage and salary earnings (received or receivable) for the work done during the week (Rs):** The wage and salary earnings (not total earnings) receivable for the wage/salaried work done during the reference week, separately for each of the relevant activities pursued by each person, will be recorded in these columns. The wage and salary earnings are collected for regular wage/salaried employees and casual wage labours, the relevant status codes for which wages & salary are to be recorded are 31, 41, 42, 51, 71 and 72. The wages and salaries receivable for the work done during the reference week may be already received or may still be due to be received in cash or in kind or partly in cash and partly in kind. The total wage or salary receivable for the week in cash will be recorded in column 15 and the value of salary or wages in kind (**evaluated at the current retail price**) receivable for the week will be recorded in column 16. The total of columns 15 and 16 will be entered in column 17. *The entries for all these columns will be made in whole number in rupees.* For recording the wages or salaries, amount receivable as '*overtime*' for the additional work done even from the same economic activity beyond normal working time will be **excluded**. Bonus (expected or paid) and perquisites evaluated at retail prices duly apportioned for the reference week, will be considered as wages and **included** for making entries in these columns. For the activity statuses '71' and '72', the amount receivable for the week will be worked out on the basis of the number of days reported under the activity during the week.

**3.5.15 Column 18: Current weekly status:** Based on the activity status obtaining for a person on the seven days of the reference week, the current weekly status is to be identified and the status code so obtained is to be recorded here. This will be done as follows.

**3.5.16** As already explained the activity status of a person falls into one of three broad categories, viz. employed (any of codes 11-72), unemployed (any of codes 81 or 82) and out of labour force (any of codes 91-98). The activity status for any day of the seven days is recorded in column 4. If any of these is a work related activity code, i.e., any of 11 to 72, the person will fall in the employed category on the current weekly status. In other words, if the person is found to have been assigned a work status code on any of the day of the last week he will be considered as working in the current weekly status. For assigning the unemployed status code (i.e., either 81 or 82) to a person as his weekly activity status code, the person *should not have had any work activity status codes* on any of the days of the last week but should have one of codes 81 or 82 on at least one day of the last week (i.e., the entry in column 4 should not be any of 11-72 but should be 81 or 82 against one of the serial nos. of activity).

Persons without any of codes 11-82 in column 4 will be those who will be treated as out of labour force in the current weekly status.

3.5.17 Further, within the three broad activity status categorisation, the detailed activity status codes will be assigned taking into account the number of days in each activity recorded in column 14 in terms of the aggregate of intensities obtaining on various days. Within the broad activity status category identified for a person, the activity status code in column 4, which has the highest value in column 14, corresponding to a serial number of activity within the broad activity status, will be recorded in column 18. The entries for column 18 will be made in the line corresponding to the first line for each person, i.e., the line in which serial no. of activity in col. 3 is 1. The procedure for assigning the CWS to a person is explained in the form of Flow chart 4.





**3.5.18 A few examples for determination of current weekly status and corresponding industry are given below :**

reference to block 5 columns						
srl. no. of person <i>col.(1)</i>	srl. no. of activity <i>col.(3)</i>	status col. (4)	industry division <i>col.(5)</i>	total no. of days in each activity <i>col.(14)</i>	current weekly activity status <i>col.(18)</i>	<i>industry division</i>
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	1	51	01	3.5	51	01
	2	41	50	2.0		
	3	98	-	1.5		
2	1	82	-	1.0	82	
	2	92	-	6.0		
3	1	11	01	0.5	11	01
	2	81	-	6.5		
4	1	11	61	3.0	11	11
	2	11	11	3.0		
	3	92	-	1.0		
5	1	11	11	2.5	11	93
	2	11	93	3.5		
	3	92		1.0		

**3.5.19 Columns 19 & 20: Industry and occupation:** For persons with any of codes 11-72 in column (18), the 5-digit industry (NIC-2004) and 3-digit occupation (NCO-2004) will be recorded in these two columns. **Note that to identify certain category of workers separately, NIC-2004 industry class code 9500 has been split.** Those are to be considered here also. The industry and occupation will correspond to the economic activity in which the highest number of days have been spent as explained in the previous paragraph. In the cases where equal number of days is spent on two or more activities (like in the case of person with serial number 4 in the above example) the industry and occupation corresponding to the activity appearing first in the code list in terms of status and industry will be noted in columns 19 & 20. For each person listed in this block with codes 11-72 in column 18, the description of industry-occupation, corresponding to the weekly activity status, will be recorded in the space provided under columns 18 to 20.

**3.6.0 Block 6: Migration particulars of household members:** This block is meant for collecting information on the migration particulars of the household members, such as nature of movement, period since leaving last usual place of residence (upr), particulars of last upr, usual activity status at the time of migration, reason for leaving last upr and information on return migration. Besides, for the household members, who had stayed away from the household for employment or in search of employment for a period of 1 month to 6 months, information will be collected on the number of 'spells' of continuous stay away of 15 days or more, 'destination' during the longest spell and if worked, 'industry of work', at 2-digit level of NIC-2004, for the longest duration of work.

**3.6.1 Columns 1 & 2: Serial number and age:** In columns 1 and 2 of this block, serial number of each person and his/ her age recorded in columns 1 and 5, respectively of block 4, will be copied. The serial numbers in this block will be entered sequentially as they appear in column 1 of block 4.

**3.6.2 Column 3: Whether stayed away from village/town 1 month or more but less than 6 months during last 365 days for employment or in search of employment:** For each person, it is to be ascertained whether during last 365 days preceding the date of survey, he/she stayed away from the village/town **for 1 month or more but less than 6 months for the purpose of employment or in search of employment**. Code 1 is to be assigned if the reply is in the affirmative, otherwise entry will be 2. For filling in this column, the following points may be kept in mind:

- (i) for the purpose of determining the period of staying away, only those periods will be considered for which the member stayed away from the household continuously for 15 days or more during the last 365 days.
- (ii) a continuous period of staying away for 15 days or more from the village/ town is termed as a **spell**.
- (iii) a period of 30 days will be considered as 1 month.
- (iv) the purpose of stay away from village/town should be ‘for employment or in search of employment’ only.

**3.6.3 The following illustration may help in identifying the purposes ‘for employment’ and ‘in search of employment’:**

A person may not be having any employment at his place of enumeration (i.e., village/town) due to either non-availability of work in the area or availability of a work which is less remunerative. If such a person had stayed in the place (s) other than his village/town in search of employment or for employment/better employment, code 1 will be applicable for him, provided the period of stay-away during the last 365 days is 30 days or more. This may also happen to persons engaged in work nominally or intermittently. For them, and particularly for casual labourers or regular wage/salaried persons, change of employer (s) **will** largely determine the purpose ‘for employment’. The purpose of movement of the self-employed ‘along with their enterprise’ from place to place **will be** considered ‘for employment’, but their movement for the purposes of procuring the raw materials, supplying goods produced, making contracts, etc., for the enterprise in which he/she is usually engaged **will not be** considered here. Such activities will be considered as part of the working of their enterprise. Similarly, the purpose of movement of persons visiting their own establishments located in different parts of the country **will not be** considered ‘for employment’. These cases will get code 2 in this column. Further, persons who move frequently as part of their ‘service contract or nature of work, such as for attending training/ workshop, etc. **will not be** considered and code 2 will be assigned to them. Hence, staying away of Sales/Medical Representatives and others with a job involving touring (office/job related) will not be considered.

**3.6.4 Columns 4 to 6: Particulars during staying away:** For those household members who had stayed away from the village/ town for a period of 1 month or more but less than 6 months during the last 365 days, i.e., for those with entry 1 in column 3, particulars on the ‘number of spells’, ‘destination’ during the longest spell and if worked (i.e., if engaged in any economic activity), ‘industry of work’, at 2-digit level of NIC-2004, for the longest duration of work will be collected in columns 4 to 6, respectively.

3.6.5 **Columns 4: Number of spells:** A spell is defined as a continuous period of staying away from the village/town for a period of 15 days or more. In this column, the number of such spells will be entered.

3.6.6 **Columns (5): Destination during the longest spell:** A household member may have stayed away from the village/ town in a number of spells of varying durations during the last 365 days. Among all such spells, the place where the household member had stayed for the longest period will be ascertained and the entry will be made in terms of the following codes:

same district:		
	<i>rural</i>	....1
	<i>urban</i>	....2
same state but another district		
	<i>rural</i>	....3
	<i>urban</i>	....4
another state:		
	<i>rural</i>	....5
	<i>urban</i>	....6
<i>another country</i>		....7

3.6.7 **Columns 6: If worked, industry of work for the longest duration of work (2-digit NIC 2004 code):** In this column, industry of work, at 2-digit level of NIC-2004 will be entered for those household members who have worked during the period of their staying away from the village/town. In many situations it may so happen that during the period of staying away from the village/ town, a household member was engaged in different economic activities. In such situations, the industry at 2-digit level of NIC-2004 will correspond to the work in which the household member was engaged for the longest duration.

3.6.8 **Column 7: Whether place of enumeration differs from last usual place of residence (upr):** This column is intended to capture the information on migration of the household members. This will be decided based on the concept of change in the usual place of residence (upr). The usual place of residence here is defined as a place (village or town) where the person has stayed continuously for a period of six months or more. The place of enumeration refers to the place (village or town) where the person is being enumerated or surveyed, i.e., the present place of residence of the person. This column will record whether the person now enumerated had a different upr previously (called the last upr). Code 1 will be entered for persons whose place of enumeration is different from the last upr. For those who have been staying in the same village or town since their birth code 2 will be entered. Visits of daughters to their parent's place for child birth or for treatments etc. **will not be** considered even if it is for more than six months. The following two cases may be specifically noted:

- (i) For persons who have only moved from one locality to another within the same town/village, the place of enumeration and place of last upr will be the same.

(ii) Stay in a different town or village for less than six months will be ignored. For example, if a person staying in place A moves to place B where he stays for 8 months and then moves to place C and stays there for 4 months before finally settling down at place D, and if he is enumerated at place D his last upr will be B and not C.

3.6.9 **Columns 8 to 16** : Columns 8 to 16 will be filled in only for those persons whose place of enumeration is different from the place of last upr (i.e., for those with code 1 recorded in column 7).

3.6.10 **Column 8: Whether the place of enumeration was upr any time in the past (yes-1, no-2)**: For those persons whose last upr was different from the place of enumeration, it is to be ascertained if the place of enumeration was their usual place of residence at any time in the past. In other words, it is to be enquired, if the person who has moved to the place of enumeration from some other place had been a resident of the present place (where he is now enumerated) earlier. Code 1 or 2 will be entered as the case may be.

For example, a person may have stayed in place D for 1 year and then moved to place B where he stayed for 8 months and then from place B again moved to place D, which is his/ her present place of enumeration. In this case, the person will be considered as a return migrant and code 1 will be entered in column 8.

3.6.11 **Column 9: Nature of movement**: Among those who had reported change in the usual place of residence in column 7, the nature of their movement will be collected in this column in terms of codes as follows:

temporary:

*with expected duration of stay less than 12 months – 1,*  
*with expected duration of stay 12 months or more - 2;*

permanent - 3

The nature of movement is classified as either temporary or permanent. The movement of the household member to the place of enumeration may be treated as a temporary migration, if he/she intends to move again to the last usual residence or to any other place. If the household member, in normal course, is likely to stay at the place of enumeration and does not plan to move out of the place of enumeration, it will be treated as a permanent migration. If the nature of migration is temporary and the expected duration of stay of the household member is less than 12 months in the village/town then code 1 will be recorded. For those household members who had temporary nature of movement but with expected duration of stay for 12 months or more code 2 will be recorded. If the nature of migration is permanent code 3 will be recorded.

3.6.12 **Column 10: Period since leaving the last upr (years)**: For each such person, the years since leaving last upr i.e., the years elapsed since leaving the last upr till the date of survey, will be recorded in this column in whole number as follows:

period less than one year ..... 0  
one year or more but less than 2 years ..... 1  
2 years or more but less than 3 years ..... 2  
and so on.

In other words, only the **completed number of years** will be recorded. Periods of temporary stay (less than six months) in other places after leaving the last upr will also be included while determining the years since leaving last upr.

**3.6.13 Column 11 to 13: Particulars of last upr:** In columns 11 to 13, the particulars of last upr, such as location in terms of the type of last usual place of residence of the person and the state/u.t./country in which the last upr belongs to will be recorded.

**3.6.14 Column 11: Particulars of last upr – location:** Location refers to the type of last usual place of residence of the person. The relevant code, as per the structure given below, is to be assigned to each of the person:

same district:		
	<i>rural.</i>	....1
	<i>urban</i>	....2
same state but another district:		
	<i>rural</i>	....3
	<i>urban</i>	....4
another state:		
	<i>rural</i>	....5
	<i>urban</i>	....6
another country		....7

**3.6.15 Column 12 & 13: State/u.t./country - name & code:** The state/u.t./country to which the last upr belongs to will be recorded in these columns. While the name will be written in col. 12, the codes for state/union territory in India or the country (in case the last upr was another country) will be assigned in col. 13.

The names of the states/union territories and the corresponding codes to be used in columns 12 and 13 are given below:

name	code	name	code	name	code	name	code
Andhra Pradesh	....28	Himachal Pradesh	....02	Mizoram	....15	Uttar Pradesh	....09
Arunachal Pradesh	....12	Jammu & Kashmir	....01	Nagaland	....13	West Bengal	....19
Assam	....18	Jharkhand	....20	Orissa	....21	A & N Islands	....35
Bihar	....10	Karnataka	....29	Punjab	....03	Chandigarh	....04
Chhattisgarh	....22	Kerala	....32	Rajasthan	....08	Dadra & Nagar Haveli	....26
Delhi	....07	Madhya Pradesh	....23	Sikkim	....11	Daman & Diu	....25
Goa	....30	Maharashtra	....27	Tamil Nadu	....33	Lakshadweep	....31
Gujarat	....24	Manipur	....14	Tripura	....16	Pondicherry	....34
Haryana	....06	Meghalaya	....17	Uttaranchal	....05		

The names of the countries and the corresponding codes, to be used in these two columns are as below:

<b>name</b>	<b>code</b>	<b>name</b>	<b>code</b>
Afghanistan	...41	Other Asian Countries	...49
Bangladesh	...42	USA	...50
Bhutan	...43	Canada	...51
Maldives	...44	Other Countries of North and South America	...52
Nepal	...45	UK	...53
Pakistan	...46	Other Countries of Europe	...54
Sri Lanka	...47	Countries of Africa	...55
Gulf Countries (Saudi Arabia, Iran, Iraq, Kuwait, UAE and other countries of the region)	...48	Rest of the World	...99

**3.6.16 Column 14 and 15: Usual activity particulars at the time of leaving last upr:** In columns 14 and 15 the usual principal activity particular, at the time of leaving last upr, such as status and industry of work (2-digit NIC-2004 code) will be collected.

**3.6.17 Column 14: Usual principal activity status at the time of leaving last upr:** For determining the usual principal activity status of the person at the time of leaving the last upr, the reference period to be adopted will be 365 days preceding the date of leaving last upr. The determination of the usual principal activity status will be done adopting the procedure described in para 3.4.12. The code structure for usual principal activity statuses is the same as given in para 3.4.13.

**3.6.18 Column 15: Industry division (2 digit NIC- 2004):** For the persons assigned any of the activity status codes 11-51 in column 14 (i.e., those categorised working as per usual principal status), the appropriate industry division code (2 digit NIC-2004) will be recorded in this column. The column will be left blank if entry in column 14 is any one of 81 to 95 and 97.

**3.6.19 Column 16: Reason for leaving last upr:** For each person who had changed the last upr, the reason for doing so will be ascertained and recorded in terms of codes in this column. Only the reason for leaving the last upr will be considered. Codes for making entries in this column are:

reason for migration	code	reason for migration	code
in search of employment.....	01	displacement by development project.....	11
in search of better employment.....	02	acquisition of own house/ flat..	12
business	03	housing problems.....	13
to take up employment / better employment.....	04	health care.....	14
transfer of service/ contract.....	05	post retirement.....	15
proximity to place of work.....	06	marriage.....	16
studies.....	07	migration of parent/ earning member of the family.....	17
natural disaster (drought, flood, tsunami, etc.).....	08	others.....	19
social / political problems (riots, terrorism, political refugee, bad law and order, etc.).....	10		

The reason for leaving the last upr has to be arrived at after suitable probes for each member of the household whose last upr was different from the place of enumeration. It may be noted that different members may report different reasons for leaving last upr. Brief descriptions of the above mentioned reasons are given in Chapter 1 to facilitate the identification of most appropriate reason for migration of the migrant members of a household.

**3.7.0 Block 7: Household consumer expenditure:** Household consumer expenditure is the sum total of monetary values of all goods and services consumed (out of purchase or procured otherwise) by the household on domestic account during a specific reference period. The definition of household consumer expenditure and the procedure for evaluating it will be the same as for Schedule 1.0. Though instructions for filling in this block are given below, the detailed instructions, if required, may be seen in Chapter Five for Schedule 1.0.

3.7.1 This block has been designed to collect information on household consumer expenditure with the aim to arrive at an approximate value of household consumer expenditure, which will serve as proxy for total expenditure that could be obtained through the detailed consumer expenditure Schedule (Schedule 1.0). This approximate value of consumer expenditure would be used for classifying sample households into different levels of living for studying employment and migration characteristics of households in different levels of living. This block contains 19 different components of household consumer expenditure. Considering that an item group may contain different items, an attempt has been made to indicate, in parenthesis, some of the items included in a particular group, so as to facilitate collection of consumer expenditure data for an item group. Two reference periods, viz., 30 days and 365 days, will be used to record consumption of different groups of items and those are indicated in the headings of columns 3 and 4. To ensure that not much time is taken in canvassing this block, all the items of Schedule 1.0 have been grouped in 19 items of this block. Investigators should not spend too much time for collecting information in this block. Unless the respondents themselves seek clarifications, investigators need not ask about quantities consumed item by item to arrive at sub-total figure.

**3.7.2 Sources of consumption:** A household procures different items for its consumption by different ways. The different ways of collecting items of consumption are:

- 1) purchase
- 2) receipt in exchange of goods and services
- 3) home-grown/home-produced stock
- 4) transfer receipts such as gifts, loans, charities, etc., and
- 5) free collection

**3.7.3 Imputation of value:** If an item is purchased and consumed by a household, the value of consumption can be taken as its purchase value. But, the value of an item consumed out of commodities received in exchange of goods and services, home-grown/home-produced stock, transfer receipts or free collection requires imputation. The rule for imputation of value of consumption of commodities is given below:

- 1) the value of goods received in exchange of goods and services will be imputed at the rate of average local retail prices prevailing during the reference period. However, the judgement of the respondent about the price of the goods purchased in exchange is to be taken into account;
- 2) the value of home-produce will be imputed at the ex-farm or ex-factory rate. This should not include any element of distributive service charges;
- 3) the value of consumption out of gifts, loans, free collection, etc., will be imputed at the average local retail prices prevailing during the reference period;
- 4) the value of consumption out of purchase will be the value at which the purchase was made.

3.7.4 Special care is to be taken to ensure that the items which are consumed by the household out of home grown stock as well as from other sources like free collection, gifts, loans, etc., do not get missed out and necessary probing is to be done to include such consumption, if any, in the total consumption of the household.

#### ***Value of consumption during last 30 days***

**3.7.5 Item 1: Cereals & cereal products:** This will include items like rice, wheat/atta, jowar, bajra, maize, barley, small millets and their products like chira, kholi, lawa, muri, maida, suji, rawa, sewai, noodles, bread (bakery), cornflakes, pop-corn, etc. and sattu prepared from barley/ other cereals. Besides these, tapioca, jackfruit seed, mahua, etc, which are consumed as substitutes for cereals will also be included here.

**3.7.6 Item 2: Pulses & pulse products:** This includes pulses such as arhar, gram, moong, masur, urd, peas, soyabean, khesari, etc. and pulse products such as besan, sattu, papad, badi, etc.

**3.7.7 Item 3: Milk & Milk products:** This will mean milk as directly obtained from cow, buffalo, goat or any other livestock, milk sold in bottle or polypack. If the household purchases milk and prepares sweetmeats or transforms milk into curd, casein, ghee, etc. at home these will be included here. Besides, this will also include condensed/powder milk, curd, ghee, butter and also baby food, ice-creams, etc., the principal constituent of which is milk.

**3.7.8 Item 4: Edible oil and vanaspati:** Oil used in food preparation will be considered as 'edible oil' such as vanaspati, margarine, mustard oil, groundnut oil, etc. If oil is extracted by crushing purchased or grown oilseeds and the oil is consumed then the entry will be shown against this item.



3.7.9 **Item 5: Vegetables, fruits & nuts:** This item will include potato, onion, radish, carrot, turnip, beet, sweet potato, arum, leafy vegetables, tomato, peas, etc. and green fruits like mango, watermelon, etc., consumed after preparing processed food. Fresh fruits such as mango, banana, jackfruit, watermelon, pineapple, sugarcane coconut, guava, orange, etc. and also dry fruits and nuts will be included in this item.

3.7.10 **Item 8: Salt & spices and other food items:** It will include all edible salt irrespective of whether it is iodised or not. This item will also include spices such as turmeric, black pepper, dry chillies, garlic, oilseeds which are generally used in food preparations. Besides, this will include prepared tea, coffee, tea leaf, coffee powder, ice, cold beverages, fruit juice, green coconut, biscuits, salted refreshments, prepared sweets, cake, pastry, pickles, sauce, jam, jelly, cooked meals, prepared rice, snacks, tiffin, food packets, etc. Food items for babies like Farex, Cerelac, etc., whose principal constituent is not milk will also be included here.

3.7.11 **Item 9: Pan, tobacco & intoxicants:** This will include pan leaf, finished pan, supari, lime, katha, bidi, cigarettes, snuff, cheroot, zarda, ganja, toddy, country liquor, beer, foreign liquor, etc.

3.7.12 **Item 10: Fuel & light:** This will include coke, firewood and chips, electricity, dung cake, kerosene, match box, coal, LPG, gobar gas, candle, etc. and petrol, diesel, etc. used for generating electricity.

3.7.13 **Item 14: Rent/house rent, consumer taxes and cesses:** This item consists of rent for residential building and garage rent for private vehicle of the household. Amount last paid divided by the number of months for which the payment was made will be recorded here. The rent for government quarters will be the amount of house rent allowance (HRA) per month not paid to the employee plus the licence fee deducted per month from the salary for the quarters. Salami/pugree will not be considered anywhere in the schedule. No imputation of rent will be done for owner occupied dwellings. This will also include road cess, chowkidari tax, municipal rates, water charges, etc.. Sometimes, while purchasing a new vehicle, life tax is paid. In such case, monthly average of tax & cess will be recorded against this item.

3.7.14 **Item 15: Medical expenses (non-institutional):** This includes expenditure which were incurred on medical treatment not as an in-patient of a medical institution. This includes expenses on medicine, clinical tests, X-ray, pathological tests, payments made to doctor, nurse, etc., on account of professional fees. Expenditure on family planning appliances such as IUD, oral pills, condoms, diaphragm, spermicide. Expenditure incurred on MTP (medical termination of pregnancy) may be recorded against here if hospitalisation is not necessary. Similarly, hiring charges for ambulance may be recorded here if hospitalization is not necessary. Reference period for medical expenses (non-institutional) is 30 days.

#### **Value of consumption during last 365 days**

3.7.15 **Item 17: Medical expenses (institutional):** This includes expenditure which were incurred on medical treatment as an in-patient of a medical institution. Expenditure incurred on MTP (medical termination of pregnancy) may be recorded against here if hospitalisation is necessary. Similarly, hiring charges for ambulance may be recorded here if hospitalization is necessary. Expenditure

incurred for clinical tests, X-ray, etc. will be recorded against this item if hospitalisation was necessary.

**3.7.16 Item 18: Tuition fees and other fees, school books & other educational articles:** It also includes fees paid to educational institutions (e.g., schools, colleges, universities, etc.) on account of tuition (inclusive of minor items like game fees, fan fees, etc.) and payment to private tutor. Occasional payments to the school fund made on account of charities provided for indigent students and 'donations' generally will not be included here as these are regarded as transfer payments. Expenditure on all kinds of books, magazines, journals, etc. including novels and other fiction will be covered under this item. Expenditure on Internet other than telephone charges will also be covered here. Besides these, expenses on library charges, stationery, etc. will also be covered here.

**3.7.17 Item 19: Clothing and bedding and footwear:** In this item, information on value of consumption of all items of clothing, bedding and footwear during the last 365 days will be collected. When any garment is sewn at home by a household member, its value will be equal to the value of cloth only. No labour charges for sewing of the garment need be included unless the sample household itself is running a tailoring shop. Similarly, for a quilt made at home of which the materials (viz., cloth, stuffing, cotton, thread, etc.) were purchased the value of the materials used will be shown against this item. All second-hand clothing items, like dhoti, saree, ready-made garments, etc., purchased and brought into first-use will be recorded against this item.

**3.7.18 Item 20: Durables goods:** Information on expenditure incurred for purchase and cost of raw materials and services for construction and repairs of durable goods for domestic use during the last 365 days will be collected in this item. Expenditure will include both cash and kind. Purchase will include both first-hand and second-hand purchase. Only if some expenditure is incurred towards purchase of an item, may be in cash or kind or both, the item will be considered as purchased. Expenditure incurred on purchase of durable goods for giving gifts will also be included. In case of credit/ hire-purchase, the actual expenditure made during the reference period will be recorded.

**3.7.19** It should be noted that the purchase of residential building and land, whether first-hand or second-hand, should not be entered in item 20, since such purchases are considered capital expenditure on real estate. Any new construction of building is also an expense on capital account and should not be entered in item 20. The total expenditure incurred by the household towards repairs and maintenance of dwelling unit (only) during the reference period would be entered against item 20.

**3.8.0 Block 8: Remarks by investigator/ senior investigators:** Any remark which is considered necessary for explaining any peculiarity in the consumption pattern of the household or any other item-specific unusual feature of the household or of any member thereof will be noted here. Such remarks will help understanding the entries made in different blocks of the schedule, especially when any entry is numerically very high or very low or entry is unusual.

**3.9.0 Block 9: Comments by superintendent / senior superintendent:** The superintendent / senior superintendent should note their views on any aspect pertaining to the characteristics under enquiry in this schedule relating to the household or any member thereof.

**3.10.0 Block 10: Comments by other supervisory officer:** The views of other supervisory officer on any aspect pertaining to the characteristics under enquiry in this schedule relating to the household or any member thereof may be recorded in this block.

**3.11.0 Some important clarifications for determining activity status:**

1. Production of primary goods for own consumption is considered as economic activity. It may be noted that 'production of agricultural goods for own consumption' covers all activities up to and including stages of thrashing and storing of produce.
2. Engagement in domestic duties by a member of the household is not considered economic activity but the domestic duties performed by the domestic servant staying in the employer's household and taking food from the common kitchen and thereby being a member of the household is to be considered as an economic activity, as a special case. Activity status code 31 will be assigned to domestic servants.
3. 'Free collection for sale' will be treated as self-employment. In the case of primary products in the agricultural sector, even if the products collected are not for sale but for household consumption, persons engaged in these activities will be considered as self-employed. If the products collected relate to agricultural sector, the NIC-2004 section will be 'A' and for other goods like rag, waste paper, tins, etc., the NIC-2004 section will be 'G'.
4. A disabled person/ pensioner will be considered as 'employed' according to usual principal status if he/she is engaged in an economic activity for a relatively long time during the reference year. He/ she will be treated as unemployed if reported to be seeking/available for work for a relatively long time during the reference year, and not as a disabled person/ pensioner.
5. A person carrying out mainly domestic duties and additionally doing some economic activity for some time daily, will be considered as engaged in domestic duties according to the usual principal status. Similarly, a pensioner/ student reporting his/her usual activity situation as pensioner/ student also doing agricultural activities in household agricultural enterprise for some time daily, his/her usual principal activity status will be pensioner/ student, and not worker. However, according to the usual status considering principal status and subsidiary status together, they will be considered as worker.
6. Sometimes it is found that a regular student is currently on live register of the Employment Exchange and such a situation creates confusion in deciding his usual activity status. Normally, the person will be categorised as a student. But before categorising him/her as a student, further probes should be made as to whether he/she will give up his/her studies the moment he/she gets a job. If it is found that he/she will leave his/her studies to take up the type of job for which he/she has registered, he/she will be considered as unemployed.
7. Current weekly activity status of a student/ disabled person/ pensioner/person engaged in domestic duties will be 'employed' if he/she is engaged in an economic activity for at least 1 hour on any day during the reference week.
8. A Government servant who is on extraordinary leave or suspended, his/her usual principal status code will be 31. Other economic activities pursued by him/her during the period will not be considered for determining his usual principal activity status but those activities will be considered as subsidiary economic activities.
9. According to the current status approach, for a regular wage/salaried employee, activity status code 31 is to be given on holidays and code 71/72 for the days he is on leave depending on the reason. Additional economic activity carried out on these days by a regular wage/salaried employee will not be considered to determine his current daily status, e.g., for a Govt. employee

who is on leave for 1 week and does agricultural activity during that week, his current daily status code for all the 7 days of the week will be 72.

10. According to the current status approach, for a self-employed person, activity status code 11 is to be given on holidays or weekly-off days and code 61 or 62 for the days he is on leave depending on the reason. On the other hand, if the person did not work on any day of the week due to non-availability of work in his/her farm or non-farm business, he/she will be assigned any of the codes 81-97 depending upon the situation.
11. A self-employed person, who worked in his/her enterprise for half a day and due to non-availability of sufficient work in the other half of the day, did not work. On that day, he/she will be assigned status code 11 with 0.5 intensity and one of the status codes 81-97 with intensity 0.5 depending upon the situation.
12. If a casual worker works for 4 days in a week and remains without work for the other 3 days, then for the days he did not work, his current activity status codes will be 81, 82 or any of 91 to 98 depending upon the situation on those days.
13. If a person performed 3 economic activities in a day then number of hours spent on each activity is to be considered to assign intensity for the different activities.
  - a. If only 1 of the activities is done for 4 hours or more, 1.0 intensity to be given for that activity.
  - b. If any of the 2 activities are done for 4 hours or more, then 0.5 intensity is to be given to each of these two activities.
  - c. If all activities are done for more than 4 hours then two of the activities by major time criteria (MTC) will be given intensity 0.5 each.
  - d. If all the activities are performed for less than 4 hours but the total is more than 4 hours then 2 activities by MTC will be assigned 0.5 intensity.
  - e. If all the activities are performed for less than 4 hours and the total is less than 4 hours but more than 1 hour, then 1 activity by MTC will be assigned 0.5 intensity.
14. If a person is engaged in 2 economic activities each of less than 1 hour duration but the total duration is 1 to 4 hours, then one of the activities will be assigned intensity 0.5 by MTC.
15. When a female casual labourer reports that she is not able to work due to pregnancy, she will be treated as 'casual labour not working due to sickness' and will be given current activity code 98.
16. Exchange labour will be considered as 'self-employed'. But a regular employee, on holiday or while on leave, working as 'exchange labour', will be assigned status code 31/71/72. On the other hand, a casual labourer working as 'exchange labour' on some days will be categorised as 'self-employed' for those days.
17. The 'meal carriers' (who collects meals from respective households and delivers the same at various offices), 'night watchmen' of a locality, 'cowherd', etc. are normally employed by a group of households on a regular monthly wage. The 'activity status' of such workers will be the same as that of maid servant/male servant, etc., i.e., 'wage/salaried employee'.

18. Carpenters, masons, plumbers, etc. who in their professional rounds, move from place to place in search of work and carry out the work on contract basis whenever work is available will be considered as own account worker. But if such persons are working on a wage basis or so under a contractor or for a household, they will be considered as regular wage/salaried employee.
19. Unpaid apprentices will be treated as 'students' while paid apprentices will be treated as employees.
20. Persons under 'paid lay-off' will be considered 'employed'. Those under 'unpaid lay off' will not be considered as employed and they will be considered 'unemployed' if they are seeking and/or available for work. Persons who are under lay-off without any payment from the establishment but gets some benefits from other sources because of the lay-off will not be considered as worker.
21. MPs and MLAs will be considered as regular salaried worker. Party functionaries not getting salaries are not to be considered as economically active if they are not engaged in any other economic activity.
22. A porter/ coolie in their professional rounds in search of jobs contracts with several clients for the amount of remuneration depending upon the quantity and volume of goods to be carried for a given distance. Thus in a day, he/ she, in fact, serves several clients and generally, posses some tangible assets to perform these activities. Moreover, they decide the scale of operation of their own. In view of this, a porter/ coolie may be considered as self-employed and may be given the industry code 93093 as per NIC-2004.
23. Renting of machinery and equipment, building for residential or non-residential purposes is considered as economic activity, if those are performed as a business activity, for which substantial amount of time is spent.

## Chapter Four

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### Schedule 25.2: Participation and expenditure in Education

#### 4.0. Introduction

4.0.0. This schedule is designed to collect the information on (a) participation in education of persons aged 5-29 years in the education system, (b) private expenditure incurred on education and (c) examining the extent of educational wastage and its causes in terms of dropout and discontinuance. The coverage of the 'education' includes:

- I. School education including those under Education Guarantee Scheme (EGS) commencing from class I to X or XII, as the case may be, irrespective of the recognition status of the educational institution,
- II. Higher secondary / Pre-university education leading to certificate/ diploma/ degree etc. It also includes enrolment in private unrecognised institutions, which have regular classes and following the syllabus and pattern of the education as in recognised schools or colleges and which sponsor students for public examinations as private or external candidates,
- III. General University education, whether full time or part time, leading to certificate/ diploma/ degree etc. The Universities not recognised by University Grant Commission will not be covered,
- IV. Correspondence courses conducted by Universities, Deemed Universities or Institutions, authorised by competent authorities for awarding regular degrees or diplomas or certificates,
- V. Higher secondary / Pre-university / Under-graduate/ Post-graduate / Professional/ Technical education leading to certificate/diploma/degree etc. conducted by recognised open university/schools,
- VI. Technical or Professional courses, leading to degree/diploma/certificates, conducted by Universities, Deemed Universities or institutes like, National Institute of Fashion Technology, National School of Drama, Satyajit Ray Film and Television Institute, Film and Television Institute of India, Lok Nayak Jayaprakash Narayan National Institute of Criminology and Forensic Science, etc. or Institutions, authorised by competent authorities like All India Council of Technical Education (AICTE), Medical Council of India (MCI) etc.,
- VII. Professional courses conducted by Institutes like The Institute of Chartered Accountants of India, The Institute of Cost and Works Accountants of India, The Institute of Company Secretaries of India, Actuarial Society of India, etc.,
- VIII. All types of vocational courses of duration three months or more, conducted by Institutions like Industrial Training Institute (ITI), National Vocational Training Institute, Regional Vocational Training Institutes, etc., authorised by competent authorities

IX. All the courses at primary level and above, whether recognised or not, conducted by recognised educational institutions and which are not covered under above-mentioned categories.

The following courses shall be specifically excluded:

- *Art, music and similar type of courses conducted by individuals in their houses or unrecognised/ unaffiliated institutions,*
- *Classes taken by Private tutors,*
- *Education in nursery/Kindergartens/Preparatory levels except for their enrolment statuses and dropout / discontinuance statuses.*
- *The non-formal system of education being implemented through various programs by government or other agencies except for their enrolment statuses and dropout / discontinuance statuses.*

4.0.1. **What is new?** : This Schedule is broadly similar to that used in 52<sup>nd</sup> Round (July 1994 – June 1995) with the following new additions or modifications.

- The NSS 52<sup>nd</sup> round covered only general and technical education whereas 64<sup>th</sup> round will also cover vocational education,
- In the technical/professional category specific information on courses like MBA, Chartered Accountancy etc. will be collected,
- Survey will cover persons in the age group 5-29 years as compared to 5-24 years in 52<sup>nd</sup> round,
- Rather than collecting information on distance from nearest primary school information will be collected on the distances from nearest school having primary, upper primary and secondary level classes,
- Information on Household Consumption Expenditure (Rs.) during last 30 days will be collected with the help of five questions in block 3 relating to household characteristics in place of detailed worksheet canvassed in 52<sup>nd</sup> round,
- The information about the expenditure on education will be collected for at most two courses rather than one course as was done in 52<sup>nd</sup> round,
- The block for collecting the details about the expenditure on dependents studying away from home in 52<sup>nd</sup> round has been dropped and two questions i.e. *number of dependents studying away from home* and *the amount sent to them* have been included in the block 3 on household characteristics,
- A new question on “Changed educational institution during last one year?” has been introduced,
- To get an idea about repetition, information about the class/grade/year in the current academic session and in the previous academic session will be collected,
- For class-X and below, questions on *grade completed before dropping / discontinuance* and *the type of school last attended* are introduced.

4.0.2. **Summary description of the schedule:** In the present round, Schedule 25.2 on participation and expenditure in education consists of 10 blocks. The first three blocks, viz., Block 0, Block 1 and Block 2 are to be used for recording identification of sample

households and particulars of field operations, as practiced in previous rounds. The last three blocks, viz., Block 8, Block 9 and Block 10 are to be used to record the remarks of investigator/senior investigator, superintendent/senior superintendent and other supervisory officer respectively. Block 3 will be for recording the household characteristics like household size, principal industry, principal occupation, household type, religion, social group, land possessed, details of household expenditure for dependants studying away from home, distance from nearest school having primary/upper primary/secondary level classes and five questions for capturing household consumption expenditure etc. Block 4 is to be used for recording the demographic and other particulars of all the household members. Particulars of current educational attendance and current enrolment status for household member aged 5-29 years are also to be collected in Block 4. The education particulars of the household members, aged 5 years to 29 years, who are currently attending educational institutions at primary level and above are to be recorded in Block 5. In this block, information on course, level, class/grade/year, type of institution, medium of instruction, etc., are to be collected for at most two courses. Block 6 is designed to collect particulars of private expenditure for the household members, whose educational particulars are collected in block 5. Here, the break-up of expenditure in detail of the basic course of each such member is to be collected along with the aggregate expenditure of the second course and all other courses (taken together), if any. Particulars of household members, aged 5 years to 29 years, who are currently not attending any educational institution, are to be collected in Block 7. In this block, information like whether ever enrolled, age at entry in school, age of discontinuation / dropping, etc. are to be recorded.

In a nutshell, the schedule consists of the following blocks:

**Block 0: Descriptive identification of sample household**

**Block 1 : Identification of sample household**

**Block 2: Particulars of field operations.**

**Block 3 : Household characteristics**

**Block 4 : Demographic and other particulars of household members**

**Block 5: Education particulars of those aged 5-29 years who are currently attending at primary level and above**

**Block 6: Particulars of the private expenditure for those aged 5-29 years, who are currently attending at primary level and above**

**Block 7 : Particulars of currently not attending persons in the age group 5-29 years**

**Block 8: Remarks by investigator/senior investigator**

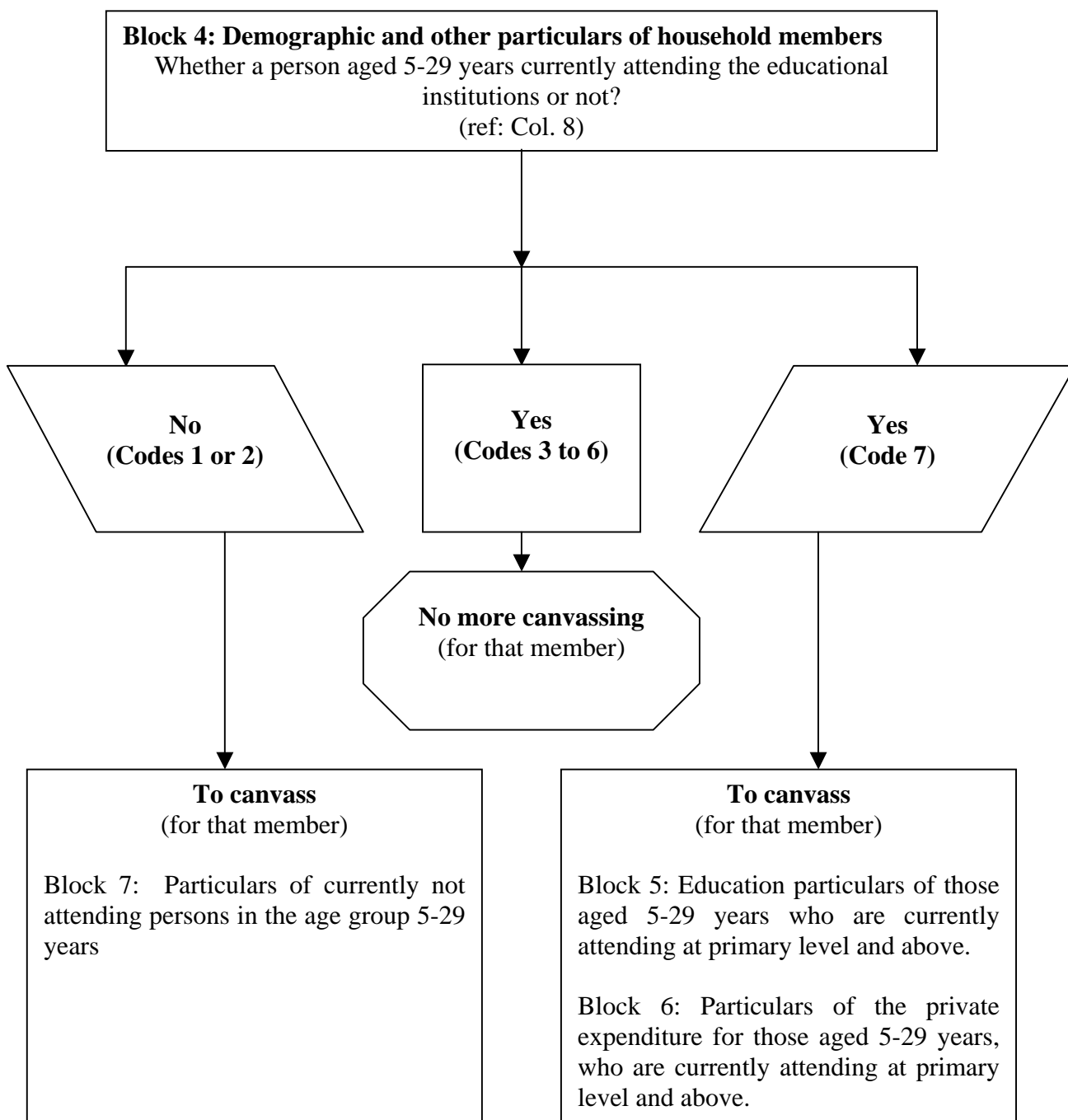
**Block 9 : Remarks by superintendent/ senior superintendent**

**Block 10: Remarks by other supervisory officer**



## 4.0.3. Structure of canvassing the Schedule 25.2

4.0.3.1. Block 0, 1 and 3 are to be canvassed for all the sample households, Block 4 is to be canvassed for all the members of the selected households and Block 5 to 7, are applicable for member aged 5-29 years but they may not be applicable for all such members and may be canvassed as per the flow chart shown below.



4.0.3.2. The detailed description of these blocks and the concepts and definitions for various items in them and the method of entries in the schedule against these items, are explained in this subsequent paragraphs.

## Details of the schedule

### 4.1. Block 0: Descriptive identification of sample household:

4.1.0. This block is meant for recording descriptive identification particulars of the sample household and the sample village / block to which the sample household belongs. All the items in this block are self-explanatory. Items 4 and 5 are applicable for rural areas only and a dash (-) will be put against these items in urban schedule. The name of the hamlet to which the sample household belongs will be recorded against the item number 5, i.e., 'hamlet name'. On the other hand, for a sample village with no hamlet group selection, a dash (-) is to be recorded against this item. Item 6 is to be recorded for urban areas only and a dash (-) would be put against this item in rural schedules. The entry against item number 8, i.e., 'name of the informant' would be the name of the principal informant, i.e., the person from whom the bulk of the information would be collected.

### 4.2. Block 1: Identification of sample household:

4.2.0. The identification particulars of the sample households are to be recorded against item 1, 4 to 15. The entries against items 2 and 3 are already printed in the schedule. Items 1 and 4-12 will be copied from the relevant items of Block 1 of Schedule 0.0.

4.2.1. **Item 13: Sample hamlet group/sub-block no.:** This item will be obtained from the heading of block 5 of schedule 0.0.

4.2.2. **Item 14: Second stage stratum no.:** This will be taken from the headings of columns (14) and (15) of block 5 of schedule 0.0. Any one of the options 1 or 2 will be entered here.

4.2.3. **Item 15: Sample household number:** This is same as the order of selection of the sample household and will be copied from columns (16) and (17) of block 5 of schedule 0.0.

4.2.4. **Item 16: Serial number of informant:** The serial number (as recorded in column 1 of block 4) of the person, who will provide the bulk of information is to be entered here. It may be noted that under general circumstances, information are to be collected from the members of the household. However, under the compelling circumstances, if a major part of the information is collected from a person, who is not a member of the household, code '99' will be recorded against this item.

4.2.5. **Item 17: Response code:** This item will be filled in after collecting information for all items in the schedule. The entry is to be made in terms of codes on the basis of the impression formed by the investigator regarding the overall response of the informant. The codes are:

informant co-operative and capable .....	1
informant co-operative but not capable ....	2
informant busy .....	3
informant reluctant .....	4
others .....	9

4.2.6. **Item 18: Survey code:** Whether the originally selected sample household or a substitute household has been surveyed will be indicated against this item by recording code '1' if the originally selected household has been surveyed and code '2' if the substitute household has been surveyed. If neither the originally selected household nor a substitute household could be surveyed, i.e., if the sample household is a casualty, code '3' will be recorded. In case of a casualty only the blocks 0, 1, 2, 8,9 and 10 are to be filled up and on the top of the front page of the schedule the word 'CASUALTY' should be written in block capitals.

4.2.7. **Item 19: Reason for substitution of original household (code):** For an originally selected sample household, which could not be surveyed, irrespective of whether a substituted household could be surveyed or not, the reason for not surveying the original household will be recorded against item 19 in terms of codes. The codes are:

informant busy .....	1
members away from home .....	2
informant non-cooperative .....	3
others .....	9

This item is applicable if the entry against item 18 is either 2 or 3. Otherwise, this item is to be left blank.

### 4.3. Block 2: Particulars of field operations:

4.3.0. The identity of the Investigator, Senior Investigator, Superintendent and Senior Superintendent associated, date of survey/ inspection/ scrutiny of schedules, despatch, etc., will be recorded in this block against the appropriate items in the relevant columns. Besides these, from the 46<sup>th</sup> round onwards, person codes of field officials have been introduced and this code is also to be recorded against item 1(ii) (for central sample only). If it is required more than one day to canvass the schedule, the first day of survey is to be recorded against the item serial number 2(i). Total time taken to canvass schedule 25.2 will be recorded in item 4. Entry in item 4 will be made in whole number and in minutes. *The time required to canvass the schedule should be the actual time to canvass the schedule and will not include the time needed by the investigator to finalise the schedule.*

### 4.4. Block 3: Household characteristics:

4.4.0. Certain household characteristics, such as, household size, principal industry, principal occupation, household type, religion, social-group, household type, land owned/land possessed as on the date of survey, the distance to the nearest primary, upper primary and secondary schools and whether it is spending any money on the education of any dependents studying away from the household, monthly household consumer expenditure, etc., which are intended to be used mainly as classificatory characteristics in studying the indicators of employment and unemployment will be recorded in this block.

4.4.1. **Item 1: Size:** Size refers to the number of members listed in the household. Actually, the total number of persons normally residing together (i.e., under the same roof) and taking food from the same kitchen (including temporary stay-aways and excluding temporary

visitors and guests) will be recorded against this item. This number will tally with the last serial number in the column 1 of Block 4 i.e. 'Demographic Block'.

**4.4.2. Item 2\*: Principal industry (NIC-2004):** The description of the principal household industry will be recorded in the space provided. The description of the principal industry should be recorded in as specific terms as possible based on the description given by the informant. In other words, the industry description should not be copied from the NIC booklet if the informant's description gives a clearer idea of the industrial activity, which determines the principal industry of the household. The entry cell for item 2 has been split into five parts for recording each digit separately. The appropriate five-digit industry code of the NIC-2004 will be recorded here. For households deriving income from non-economic activities only, a dash (-) may be put against this item.

**4.4.3. Item 3: principal occupation (NCO-2004):** The description of the principal household occupation will be recorded in the space provided. As in case of principal household industry, the description of the principal occupation, too, should be recorded in as specific terms as possible based on the description given by the informant. In other words, the occupation description should not be copied from the NCO booklet if the informant's description gives a clearer idea of the principal occupation pursued by the household. The appropriate three-digit occupation code of the NCO-2004 is to be recorded in the entry cell, which has been divided into three parts for recording each digit separately. For households deriving income from non-economic activities only, a dash (-) may be put against this item.

**4.4.4. Item 4: household type (code):** The household type code based on the means of livelihood of a household will be decided on the basis of the sources of the household's income during the 365 days preceding the date of survey. For this purpose, only the household's income (net income and not gross income) from economic activities will be considered; but the incomes of servants and paying guests will not be taken into account.

For the **rural** areas, the selected household will be assigned the appropriate type code out of the following five different household type codes:

self-employed in non-agriculture	- 1,	agricultural labour	-2,
other labour	- 3,	self-employed in agriculture	-4,
others	- 9		

For **urban** areas, the household type codes are as follows:

self-employed	- 1,	regular wage/salary earning	- 2,
casual labour	- 3,	others	- 9

The procedure for assigning household type codes for both rural and urban areas has been discussed in Chapter Five. A household, which does not have any income from economic activities, will get type code 9 (others).

**4.4.5. Item 5: religion (code):** The religion of the household will be recorded against this item in code. If different members of the household claim to belong to different religions, the religion of the head of the household will be considered as the religion of the household.

The codes are:

Hinduism .....	1	Jainism .....	5
Islam .....	2	Buddhism .....	6
Christianity .....	3	Zoroastrianism .....	7
Sikhism .....	4	others .....	9

4.4.6. **Item 6: social group (code):** Whether or not the household belongs to scheduled tribe, scheduled caste or other backward class will be indicated against this item in terms of the specified codes which are:

scheduled tribe - 1, scheduled caste - 2, other backward class - 3, others - 9.

Those who do not come under any one of the first three social groups will be assigned code 9, meant to cover all other categories. In case different members belong to different social groups, the group to which the head of the household belongs will be considered as the 'social group' of the household.

4.4.7. **Item 7: land possessed (code):** The area of land possessed will include land 'owned', 'leased in' and 'land neither owned nor leased in' (i.e. encroached) by the household but exclude land 'leased out'. The total land area possessed by the household as on the date of survey is taken into account. A piece of land is considered to be owned by the household if permanent heritable possession with or without the right to transfer the title vests in a member or members of the household. Land held in owner-like possession say, under perpetual lease, hereditary tenure, long-term lease for 30 years or more, etc., will also be considered as land owned. For a piece of land under the possession of the household, if the household lacks title of ownership and also does not have lease agreement for the use of land transacted, either verbally or in writing, such land will be considered as 'neither owned nor leased in'. In collecting information regarding land possessed, the actual position as obtained on the date of survey will be considered. It may be noted that the 'area of land possessed' to be recorded should not include the area of land owned, leased-in, etc. by the servants/ paying guests who are considered as normal members of the household.

The total land area possessed by the household as on the date of survey will be worked out and recorded against this item in code. The codes are:

class interval	code	class interval	code
less than 0.005 hectares	01	2.01 to 3.00 hectares	07
0.005 to 0.01 "	02	3.01 to 4.00 "	08
0.02 to 0.20 "	03	4.01 to 6.00 "	10
0.21 to 0.40 "	04	6.01 to 8.00 "	11
0.41 to 1.00 "	05	greater than 8.00 "	12
1.01 to 2.00 "	06		

(1 acre  $\approx$  0.4047 hectare and 1 hectare = 10,000 sq. metre)

4.4.8. **Item 8: Is the household incurring any expenditure for dependants studying away from home?:** In a household, there may be one or more dependants, *who are erstwhile members of the household staying away for educational purpose*. If the household incurs any expenditure for such dependants then code 1, i.e., 'yes' is to be recorded here, otherwise code 2, i.e., 'no' should be recorded.

4.4.9. **Item 9: No. of such dependants:** If the entry in item 8 above is 'yes', then the number of such dependants is to be recorded here.

4.4.10. **Item 10: Total amount sent (Rs.):** If the entry in item 8 above is 'yes', then the total amount of money sent to such dependants is to be recorded here. In case the household sends some items like, rice, wheat etc. or books, stationery, etc. then the value imputed at current market prices should be recorded.

4.4.11. **Item 11,12 and 13: Distance to nearest school having primary, upper primary and secondary level classes:** To find the availability of a schools having primary, upper primary and a secondary level classes within a reasonable distance from the household, the convenient distance to the nearest such school from the household is to be ascertained in these items. *It should be noted that here our objective is to capture the distance from the school having primary level /upper primary or middle level/secondary level classes and not from nearest primary/upper primary or middle /secondary level school, which may or may not be different.* The distance to be covered by the usual way of transport in the normal course. The following codes are to be used for recording the distance ( $d$ ):

$d < 1\text{km} : 1;$

$1\text{km} \leq d < 2\text{kms} : 2;$

$2\text{kms} \leq d < 3\text{kms} : 3;$

$3\text{kms} \leq d < 5\text{kms} : 4;$

$d \geq 5\text{kms} : 5$

4.4.12. **Items 14 to 19: Household consumer expenditure:** Household consumer expenditure is the sum total of monetary values of all goods and services consumed (out of purchase or procured otherwise) by the household on domestic account during a specific reference period. The definition of household consumer expenditure and the procedure for evaluating it will be the same as for Schedule 1.0 discussed in Chapter Five.

4.4.13. The household consumer expenditure during last 30 days is to be ascertained, through direct questions, out of the following five sources:

- 1) purchase,
- 2) home-grown/home-produced stock,
- 3) receipt in exchange of goods and services,
- 4) transfer receipts such as gifts, loans, charities, etc.,
- 5) free collection.

These will be recorded in whole number in rupees against items 14 to 19. The total of items 14 to 18 will be recorded against item 19. The items of consumption are classified into four groups and three different approaches viz. (i) consumption approach, (ii) expenditure approach and (iii) first-use approach, are followed for defining consumption of items.

4.4.14. The different items in the groups and the approaches followed for defining consumption of the four groups are as follows:

group	broad categories of items included in the group	definition of consumption for the items in the group
I	food (other than 'cooked meals'), pan, tobacco & intoxicants and fuel & light	Consumption is the value of actual consumption during the reference period. The value of home-produce will be imputed at the ex-farm or ex-factory rate. This should not include any element of distributive service charges.
II	cooked meals, miscellaneous goods and services including education, medical, rent, taxes and cess	Expenditure incurred on the item during the reference period.
III	clothing and footwear	An item is consumed if it is brought into first-use during the reference period. The item may or may not be procured within the reference period. It can be procured by purchase, home-production, gift, charity, etc.
IV	durable goods	Expenditure incurred on the items for purchase or towards cost of raw materials and services for its construction and repair during the reference period.

4.4.15. **Procedure for evaluation:** If an item is purchased and consumed by a household, the value of consumption can be taken as its purchase value. But, the value of an item consumed out of commodities received in exchange of goods and services; home-grown/home-produced stock, transfer receipts or free collection requires imputation. The rule for imputation of value of consumption of commodities is given below:

- 1) the value of goods received in exchange of goods and services will be imputed at the rate of average local retail prices prevailing during the reference period. However, the judgement of the respondent about the price of the goods purchased in exchange is to be taken into account;
- 2) the value of home-produce will be imputed at the ex-farm or ex-factory rate. This should not include any element of distributive charges;
- 3) the value of consumption out of gifts, loans, free collection, etc., will be imputed at the average local retail prices prevailing during the reference period;
- 4) the value of consumption out of purchase will be the value at which the purchase was made.

4.4.16. Special care is to be taken to ensure that the items which are consumed by the household out of home grown stock as well as from other sources like free collection, gifts, loans etc. do not get missed out and necessary probing is to be done to include such consumption, if any, in the total consumption of the household.

4.4.17. For detailed instructions regarding the canvassing the items relating to consumer expenditure, Chapter Five may be referred.

#### 4.5. Block 4 : Demographic and other particulars of household members.

4.5.0. In this block, demographic particulars (viz., relation to head, sex, age, marital status), education level, status of current educational enrolment and attendance, etc. will be recorded using one line for each of the members of the household.

4.5.1. **Col. 1 : Sl. No. :** A running serial number will be given in this column for each member of the sample household starting with the head of the household. The other members will be listed in the usual fashion with the spouse of the head and their children following and the non-relatives at the end.

4.5.2. **Col. 2 : Name :** The names of all the members will be written clearly in this column in the order in which they are listed. Name may be shortened to accommodate it in the given space.

4.5.3. **Col. 3 : Relation to head (code) :** The relationship of each of the members to the head of the household will be recorded against the members listed in codes as follows :

Relation to head (codes) :

Self	... 1
spouse of head	... 2
married child	... 3
spouse of married child	... 4
unmarried child	... 5
grandchild	... 6
father/mother/father-in-law/mother-in-law	... 7
brother/sister/brother-in-law/sister-in-law/other relatives	... 8
servant/employee/other non-relative	...9

4.5.4. **Col. 4: Sex:** the sex of each member is to be recorded with code 1 for male and code 2 for female.

4.5.5. **Col. 5: Age:** The age in completed years of all the members listed, will be ascertained and recorded in column (5). For infants below one year of age, '0' will be entered in column (5).

4.5.6. **Col. 6: Marital status (code):** The marital status of each member will be recorded in this column. The codes are:

never married - 1, currently married - 2, widowed - 3, divorced/separated - 4.

4.5.7. **Col 7: Education level (code):** Education level refers to the highest level successfully completed. For example, if a person has failed in his B. A. examination, then his level will be treated only as 'higher secondary'. The Education level of each member is to be ascertained carefully before making entry here. A person is considered *literate* if he/she can read and write a simple message in any language with understanding. It will be essential to probe in detail whenever it is felt that the educational achievement of the person is not



sufficient to accept the response, particularly if the person has not completed primary level of school education.

The codes to be given for various levels are as follows :

not literate	...01
literate without any schooling:	...02
literate without formal schooling:	
<i>through NFEC/ AIEP</i>	...03
<i>through TLC/AEC</i>	...04
<i>others</i>	...05
literate with formal schooling including EGS:	
<i>below primary</i>	...06
<i>primary</i>	...07
<i>middle</i>	...08
<i>secondary</i>	...10
<i>higher secondary</i>	...11
<i>diploma /certificate course</i>	...12
<i>graduate</i>	...13
<i>post graduate and above</i>	...14

A person, who can both read and write a simple message with understanding in at least one language is to be considered literate. Those who are not able to do so, are to be considered not literate and would be assigned code 01. Those who acquired this skill without attending any type of schooling would be assigned code 02. Some persons achieve literacy by attending Non-formal Education Courses (NFEC) or Alternative Innovative Education Programme (AIEP). Such persons will be given code 03. Persons, who have become literate through attending Total Literacy Campaign (TLC) or Adult Education Centres (AEC) are to be given code 04. Persons, who are literate through means other than formal schooling and not under above two categories, would be given code 05. Those, who are by definition literate through formal schooling including primary schools created under Education Guarantee Scheme (EGS) but who are yet to pass primary standard examination, would be assigned code 06. Similarly codes 07, 08, and 10 to 14 should be assigned to those who have passed the appropriate levels. The criteria for deciding primary, middle, secondary, etc. levels will be that followed in the concerned states/union territories. Persons who have attained proficiency in Oriental languages (e.g., Sanskrit, Persian, etc.) through formal but not through the general type of education will be classified appropriately at the equivalent level of general education standard. For them who have completed some diploma or certificate course in general or technical education, which is equivalent to below graduation level, code 12 will be assigned. Whereas, code 13 will be recorded for them who have obtained degree or diploma or certificate in general or technical education, which is equivalent to graduation level. Similarly, code 14 will be assigned for them who have obtained degree or diploma or certificate in general or technical education, which is equivalent to post-graduation level and above.

**4.5.8. Col. 8: Status of current educational attendance (code) :** The current attendance status refers to whether the person is *currently attending* any educational institution or not. This is to be differentiated from current enrolment, which will be covered in column 9. Persons, who are temporally not attending due to reasons like illness, vacation etc. will be treated as currently attending. Same treatment would be applicable for the persons, who are awaiting their results after completing a particular course. The codes are to be given to identify the broad level of course/education currently attending. Those, who have never

attended any educational institution, code 1 is to be provided. Those, who are not currently attending any educational institutions, would be given code 2. For those who are currently attending in NFEC/AIEP code 3 would be given. Similarly, code 4 is to be given for those attending TLC/AEC. The household members whose current educational attendance is not covered under any of the other categories should be given code 5. The non-formal education, the courses other than those coming under the scope of 'education' as defined in the beginning of this chapter etc. are to be considered under code 5. Those studying in Pre-primary level in Kindergarten, nursery etc. should be given code 6. Persons attending educational institutions in classes at primary level and above should be given code 7. The students attending institution under EGS should be given code 6 or 7 depending upon their current level of class.

**4.5.9. Col. 9: For codes 1 and 2 in col. 8, status of current educational enrolment (code):** While every person, who is attending an educational institution, is necessarily enrolled in that institution it may so happen that a person, who has enrolled in current academic session/year is not currently attending the institution. In order to identify those persons, who are enrolled but currently not attending or never attended, their latest enrolment status should be noted. The codes are:

Not enrolled	...01;
Enrolled in :	
NFEC/ AIEP	...03,
TLC/AEC	...04,
Other non-formal	...05
pre-primary (nursery/ Kindergarten, etc.)	...06,
primary (class I to IV/ V)	...07,
middle	...08,
secondary	...10,
higher secondary	...11,
Diploma or certificate (below graduate level) in:	
agriculture	...21,
engineering/ technology	...22,
medicine	...23,
crafts	...24,
other subjects	...29;
Diploma or certificate (graduate and above level) in:	
agriculture	...31,
engineering/ technology	...32,
medicine	...33,
crafts	...34 ,
other subjects	...39;
Graduation level degree courses in:	
agriculture	...41,
engineering/ technology	...42,
medicine	...43,
crafts	...44 ,
other subjects	...49;
Post-graduation and above level degree courses in:	
agriculture	...51,
engineering/ technology	...52,
medicine	...53,
crafts	...54 ,
other subjects	...59;

In order to keep symmetry with the codes used elsewhere in the schedule, '02' code is not used against this column.

#### **4.6. Block 5: Education particulars of those aged 5-29 years who are currently attending at primary level and above.**

4.6.0. In this block, particulars of maximum two courses, which the household member is attending and the extent of benefits in terms of tuition fees waiver, free textbooks, free stationary, free mid-day meal etc., being received in the current academic session will be recorded. The academic session will be defined in relation to the duration of the course in which he/she is enrolled in the following manner –

- a. If duration of the course is less than one year, the academic session will cover full duration of the course,
- b. If duration of the course is more than one year, then generally at the end of every year there is an evaluation process through examination or otherwise, the passing of which enables the individual for further continuation of the course. In such cases, academic session will be of one-year. For the educational institutions pursuing three to six months semester system, academic session will still be taken as one year.

Also an attempt should be made to collect the nature and type of the educational institution, the medium of instruction, type of course, mode of transportation, etc. The canvassing of this block will be limited to the persons in the age group 5 years and above but below 30 years, who are currently attending educational institution at primary or above level i.e. the persons listed in block 4 having entry 7 in column 8.

4.6.1. **Item 1: Serial no. [as in col 1,block 4]** : The serial number of the persons for which this block will be filled in is to be copied from block 4. Five columns have been provided, but if this is found to be insufficient for any household, extra sheets may be used.

4.6.2. **Item 2 : Age (years) [as in col 5,block 4]**: The age of the person as recorded in Col 5 of block 4 is to be copied here.

4.6.3. **Item 3: Age at entry in school (years)**: Age at entry at school is the age in completed years, at which the person started attending the primary level class. This generally will be the age at which the child is admitted to class I. In many states, there is a minimum age prescribed for admission to class I. However, the age is to be recorded as ascertained from the informant. Moreover, if a person is admitted for the first time at a higher class in the primary level then the age at that entry should be recorded.

4.6.4. **Item 4: No. of courses attended**: A person may attend more than one course simultaneously. In this item, the number of such courses is to be recorded. A course is a) a structured educational programme having a specified syllabus, duration, level, etc. and it should b) necessarily involves appearing in some kind of examination/performance appraisal for getting the degree/diploma/certificate or advancing to the next class/level. Depending upon the subjects covered and the mode of instruction, the courses can be categorised broadly as (a) general, (b) technical/professional and (c) vocational. *For vocational courses, only those courses of duration 3 months or more should be considered.* Moreover, for the purpose of this survey, only those courses covered under the definition of ‘education’ in the paragraph 4.0.0. above should be considered. Curriculum in art, music or of similar nature conducted by individuals in their houses or unrecognised/ unaffiliated institutions or classes taken by private tutors should **not** be considered as a “course”.

4.6.5. **Item 5: Course no.:** Though a person may be attending more than two courses, information for items 6 to 29 are to be collected only for two courses. Necessary entries have already been made in the schedule for this purpose. The entries against the column corresponding to course no. 1 should be for 'basic course'.

When the number of courses a particular member is undertaking is more than one, the basic course should be determined using the following rules –

- If an individual is pursuing more than one course then the course, which is in the highest level, should be considered as the basic course.
- If all the courses simultaneously pursued currently are in the same level then the course of the general education should be the basic course
- In absence of any general education, the course, which involves higher cost, should be taken as the basic course.
- If a person is enrolled both in regular course and course through distance learning then regular course should be treated as the basic course irrespective of the cost involved.

*For example: if a person undergoes MSc and DOEACC A-level courses simultaneously then MSc is to be taken as basic course.*

If an individual is pursuing more than two courses then the basic course should be taken as first course in the way as suggested. After the first course is selected then from the remaining courses, the course, which involves highest cost, should be taken as the second course.

4.6.6. **Item 6: Type of current education (code) :** Type of current education refers to whether the education followed is a general course, technical/professional course or vocational course. Codes 1 to 3 should be suitably used. The definitions of the three types of courses are given in paragraph 1.7.21.

4.6.7. **Item 7: Course (code):** The course indicates the broad subject for which the person is currently attending. The definition of course should be in accordance with that given in paragraph 1.7.22. The codes for this item is as follows :

General course (upto class X)	...01
Arts/Humanities	...02
Science	...03
Commerce	...04
Medicine	...05
Engineering	...06
Agriculture	...07
Law	...08
Management	...10
Education	...11
Chartered Accountancy and similar courses	...12
IT/computer courses:	
At basic level	...13
With minimum entry requirement secondary/higher secondary	...14
With minimum entry requirement graduation	...15
With minimum entry requirement post graduation	...16
Others	...17
vocational	...18
others	...19

For school education upto class X for which generally no specialisation is available code 1 will be given. However, the concept of 'general course' here is a bit different from that used in paragraph 1.7.21. Here the term is restricted upto the education in class X. After class X the courses can be coded according to the broad classification as above. Arts and humanities i.e code 02 is applicable for broad subjects like History, Classical studies, Cultural and Media studies, Literature, Music, Philosophy, Popular Culture, Geography etc. Science i.e code '03' is applicable for subjects like Physics, Chemistry, Mathematical Sciences, Biological Sciences, Geology, Economics etc. However, for subjects like Geography, Economics etc. it should be verified that whether that subject is treated as science or arts in the institute, where the member is studying. For subjects related to Commerce, code '04' is applicable. Codes '05' and '06' are applicable to subjects related to Medical Sciences and Engineering, respectively. Subjects like Apicultures, Sericulture, Agricultural philosophy, Aquaculture, Agronomy and Horticulture, Soil science, etc. should be covered under Agriculture i.e Code '07'. Codes '08' and '10' are applicable to subjects related to Law and Management, respectively. Code '11' is for Education, which covers subjects related to the profession of teaching. Code '12' relates to subjects like Chartered Accountancy, Cost Accountancy, Company Secretariate, etc. Keeping in view the large number of persons participating in Information Technology (IT) courses, details about such courses will be collected appropriately in codes 14 to 17 on the basis of the eligibility criteria for admission in such courses. All the vocational courses excluding those relating to IT should be given code 18.

4.6.8. **Item 8: Level of current attendance (code):** It is the level of education in which the household member is currently attending. For example, if he/she is attending class III the codes for primary level should be used. The codes for this item are given below:

Primary (class I to IV/ V)	...	07,
Upper primary/Middle	...	08,
Secondary	...	10,
Higher secondary	...	11,
<b>Diploma or certificate (below graduate level) in:</b>		
Agriculture	...	21,
Engineering/ technology	...	22,
Medicine	...	23,
Crafts	...	24,
Other subjects	...	29;
<b>Diploma or certificate (graduate and above level) in:</b>		
Agriculture	...	31,
Engineering/ technology	...	32,
Medicine	...	33,
Crafts	...	34 ,
Other subjects	...	39;
<b>Graduation level degree courses in:</b>		
Agriculture	...	41,
Engineering/ technology	...	42,
Medicine	...	43,
Crafts	...	44 ,
Other subjects	...	49;
<b>Post-graduation and above level degree courses in:</b>		
Agriculture	...	51,
Engineering/ technology	...	52,
Medicine	...	53,
Crafts	...	54 ,
Other subjects	...	59;

**4.6.9. Item 9: Class/grade/year of study (code):** The class or the grade or the year, the member of the household, currently attending should be recorded here. For a student studying in any class upto class X the entry should correspond to that class (to be recorded in numeric). For example, for a student studying in class VI the entry will be 6. For further higher level of study the no. of years of study after class 10 should be added to 10 without taking the repetition, if any. For example a student in 2<sup>nd</sup> year of higher secondary course should get  $10+2=12$  irrespective of the name by which the higher secondary course is known in the state. Again, a first year degree student will get  $10+3=13$ . and one doing, say, M.A. second year will get  $12+3+2=17$ . The no. of years in graduation level for Engineering, Medical, etc. are more than 3 years. This fact should be appropriately kept in view while making entries for such courses. For some courses like Chartered Accountancy etc. one may take more number of years to complete than the minimum prescribed. In such cases, number of years to be counted as per the minimum duration prescribed. To summarise, the working rule for entry for this item is

$$\begin{aligned} \text{entry} &= \text{class when class} \leq 10 \\ &= 10 + (\text{no. of completed academic years after } 10) + 1, \end{aligned}$$

**Illustrative example:**

A household member in the age-group 5-29 is simultaneously doing two courses, namely, M.Com (2<sup>nd</sup> year) and a graduation level computer course.(1<sup>st</sup> year).

Here, M.Com is his/her 'basic course' i.e. course 1.

Now, for course 1, Entry in item 9 =  $10+(2+3+1)+1 = 17$

And for course 2, Entry =  $10+(2)+1 = 13$

(. ) implies completed academic years

**4.6.10. Item 10: Class/grade/year of study in the previous year (code):** This field is intended to collect the information on the repeaters i.e. the person taking more than one academic session(usually one year) in passing a particular class. The method of recording the entry for this item will be same as that in item 9 above. *This item is to be canvassed for the basic course only.*

**4.6.11. Item 11: Type of institution (code):** The type of institution refers to the type of management by which the institution is run. It may be government, local body, or private body either receiving or not receiving government aid. Thus, the type may be (a) Government, (b) Local body, (c) private aided or (d) private unaided. The informant may not be in a position to provide this information correctly. In such cases code 5 is applicable. Otherwise codes 1,2,3 or 4 should be given appropriately. All schools/institutions run by the State, Central Govt., Public Sector Undertakings or Autonomous Organisations completely financed by the Govt. will be treated as government institutions. All institutions run by Municipal Corporations, Municipal Committees, Notified area committees, Zilla Parishads, Panchayat Samitis, Cantonment boards, etc. will be treated as local body institutions. Private aided institution is one, which is run by an individual or a private organisation and receives maintenance grant from a Govt. or local body. Private unaided institution is one, which is managed by an individual or a private organisation and not receiving maintenance grant either from a Govt. or a local body. Here, appropriate type of institute should be entered.

**4.6.12. Item 12: Nature of institution (code):** Nature of institution means whether the school/institution is recognized or not. A recognized school/institution is one in which the course(s) of study followed is/are prescribed or recognized by the Govt. or any other agency

authorised in this behalf by the Central or State Government. It also satisfies one or more of the authorities e.g. Directorate of Education, Municipal Board, Secondary Board, etc., with regard to its standard of efficiency. If the household member is studying in primary or upper primary/middle level in private unaided educational institutions, codes 1, 2 or 3 should be suitably used. Code 3 will be given only when it is not possible to clearly record the nature of the institution. However, the investigator should try to find the status from well-informed persons in the locality whenever the household is not in a position to supply the information. Not known code should be given only in exceptional cases when all efforts fail.

4.6.13. **Item 13 : Medium of instruction (code):** Medium of instruction for the course for which the student is enrolled is to be recorded here. In case, subjects are taught in more than one medium, as in the case of many central schools, the medium for largest number of subjects is to be considered. The medium is to be coded as follows:

Hindi	-01,	English	-02,	Assamese	-03,
Bengali	-04,	Bodo	-05,	Dogri	-06,
Gujarati	-07,	Kannada	-08,	Kashmiri	-10,
Konkani	-11,	Maithili	-12,	Malayalam	-13,
Manipuri	-14,	Marathi	-15,	Nepali	-16,
Oriya	-17,	Punjabi	-18,	Sanskrit	-20,
Santhali	-21,	Sindhi	-22,	Tamil	-23,
Telugu	-24,	Urdu	-25,	Others	-29

4.6.14. **Item 14: Type of course:** Depending on whether the course enrolled is a part-time course or full-time course or distance learning as per definition provided in paragraphs 1.7.27 and 1.7.28, codes 1,2 or 3 is to be entered.

4.6.15. **Item 15: Is education free? (yes -1, no -2):** Tuition fee is generally not charged in Govt. schools in most of the states and also in private schools in some of the states upto certain level of education. There are some schools where students are not required to pay tuition fee. Nevertheless, a fixed some of money is to be paid such as development fee, library fee. Education in such schools should be considered as free. This item is applicable to the institution as a whole and not to the specific situation obtaining for the student.

4.6.16. **Item 16: If '2' in 15, whether tuition fee waived (code):** In those institutions, where the education is not free, it is to be ascertained whether the student is waived from paying tuition fee or not. Even where the education is not free, tuition fee may be waived for some students on special consideration. If he/she is fully exempted then code 1 will be entered. Where partly exempted code 2 will be given and if no exemption is provided then code 3 will be recorded. If code 1 or 2 is reported in this item only then entries are to be made in item 17 and 18.

4.6.17. **Item 17: Annual amount waived (Rs.):** If the member is enjoying full or part waiver of tuition fee, the amount of waiver for the current academic year will be recorded in nearest rupees (in whole no.). Obviously, the amount will have to be imputed for the part of the academic year yet to be completed on the date of survey.

4.6.18. **Item 18: Reason for waiver (code):** Tuition fee waived is generally given by virtue of the student belonging to some special category like underprivileged class etc. The category under which the fee is being exempted will be given as the reason for exemption.

These are :

Scheduled tribe	... 1
Scheduled caste	... 2
Other backward class	... 3
Handicapped	... 4
Merit	... 5
Financially weak	... 6
Others	... 9

If tuition fee waiver is granted to all the students in the class, irrespective of the category then 'others' may be recorded in such cases. Codes 1 to 6 are to be given only if the exemption is specifically due to those factors.

4.6.19. **Item 19 : Received scholarship/stipend (yes-1, no-2) :** Students in some cases are awarded scholarship or stipend in cash to continue their studies. If the member received or is due to receive such benefit during the academic year, code -1 will be recorded here. Otherwise, entry will be 2. Loan scholarships will not be considered. The items 20 and 21 are to be filled in only if the student is receiving any scholarship or stipend.

4.6.20. **Item 20 : Annual amount (Rs.) :** Here the amount (Rs. in whole no.) of scholarship/stipend the student has received or is due to receive in cash during the current academic year is to be entered.

4.6.21. **Item 21 : Reason for receiving (code) :** The reason why the student is receiving the scholarship/stipend will be entered here. The codes to be used are same as in the case of item 18.

4.6.22. **Item 22: Received text books?(code):** This item is to record whether the student is receiving text books for the course from the institution, charitable organisation, individuals etc. all free(code-1), some free (code-2), all subsidised(code-3), some subsidised(code-4), some free and some subsidised (code-5). In case, no such benefit is received, code 6 will be recorded.

4.6.23. **Item 23 : Received any stationery?(code):** Similar to item 22, the receipt of stationery materials for the studies is to be recorded here. Stationery will include notebooks, writing materials and other instruments for the use in the class or for the study.

4.6.24. **Item 24: Is free mid-day meal/tiffin/nutrition provided (yes -1, no -2) :** There are schools, which provide food to all or some students as mid-day meal, tiffin etc., free. If such food is regularly received in the school by the students, code 1 is to be recorded. Institutions, which run canteen facilities where the students can merely purchase the food of their choice, should not be considered even though they may be subsidised to some extent. For recording 1, the food supplied must be similar to all students.

4.6.25. **Item 25: If provided (code 1 in item 24), agency (govt.-1, others-2) :** If in item 24 code 1 is reported, then it is to be ascertained if the mid-day meal/tiffin/nutrition is provided by the Government or by other agency.

4.6.26. **Item 26 : Distance of institution from place of residence(code):** The distance to be covered by the usual way of transport in the normal course to reach the educational institution, where currently attending, from the place of residence should be recorded.



The following codes are to be used for recording the distance(d) :

$d < 1\text{km} : 1$ ;  $1\text{km} \leq d < 2\text{ kms} : 2$ ;  $2\text{km} \leq d < 3\text{ kms} : 3$ ;  $3\text{kms} \leq d < 5\text{ kms} : 4$ ;  $d \geq 5\text{ kms} : 5$

**4.6.27 Item 27: Mode of transport to school (code):** The mode of going to the school/institution i.e. the type of transport used will be entered in this item. The codes to be used for various modes of transport are as follows:

On foot	...1
School/institution bus	...2
Public transport	...3
Bicycle	...4
Others	...5

If more than one mode is used then the one, which covers the maximum distance for most part of the year, is to be considered. Public transport will include both rail and road transport. If transport is provided by public sector undertakings for children of their employees etc. they may be considered under others.

**4.6.28. Item 24 : If code 3 in item 27, then whether concession received (yes -1, no -2) :** Generally students enjoy concessional fare in public transport for attending educational institutions. For students availing public transport facilities, it is to be inquired whether they have received any concession.

**4.6.29. Item 29 : Changed educational institution during last one year?(code) :** A student may change his educational institution during last one year. In this item it is intended to capture the type of such change or shift i.e. whether the student is shifting from Govt. to private educational institutions or vice versa. The codes to be used are:

No	...1,
Yes: Govt. to Private	...2,
Private to Govt	...3,
Govt to Govt	...4,
Private to Private	...5

## **4.7. BLOCK 6: Particulars of private expenditure payable for those aged 5-29 years who are currently attending at primary level and above**

**4.7.0.** This block is meant to record all the expenditures incurred and/or to be incurred during the **current academic year/session** (vide definition in Chapter One) on the education of the household members, aged 5-29 years who are currently attending at primary level and above. The amount should be recorded in nearest rupees in whole number. Obviously some imputation will have to be made for the portion of the academic year left on the date of survey on an objective basis.

**4.7.1. Item 1 and 2 : Serial no. and age(years) :** The serial number and age of each of the persons aged 5 to 29 years and currently attending classes in primary level and above will be copied from Col. 1 and 5 in block 4.

**4.7.2.** The expenditure details for items 3 to 11 in this block are to be collected only for course 1 i.e. the basic course so identified in item 5 of block 5. For course 2, if any, only the total of expenditures on all such items ( as items 3 to 11 for course 1) for that course will be

recorded in item 13. Total expenditure on all other courses, if any, taken together is to be recorded against item 14.

**4.7.3. Item 3: Tuition fee:** For this item, the total amount of expenditure for the academic year/session should be calculated on the basis of specified monthly/bi-monthly/quarterly/half-yearly/annual rates. The amount to be paid for the remaining academic year is to be imputed on some objective basis. The total amount of such fees, actually paid or to be paid is to be recorded here in nearest rupees in whole number. For example, if the tuition fees of Rupees 300 have been paid till the date of the survey for one quarter, the entry to be recorded should be Rupees 1200 by imputing the remaining tuition fee for the next three quarters of the academic session. If the academic session of the course is of duration less than one-year imputation should be done only for the remaining duration of the course.

**4.7.4. Item 4: Examination fee:** This should include the fees for appearing examination which may be one time or on periodical basis. The total amount of such fees, actually paid or to be paid is to be recorded here in nearest rupees in whole number.

**4.7.5. Item 5 : Other fees & payments:** This item includes development fees, session charge, library fees, games fees, laboratory fees and other similar payments, which may be one time or on periodical basis. The method of imputation should be the same as in item 3. Donations and capitation fees should not be recorded under this item and they should be recorded together in item 16 to 18 of this block.

**4.7.6. Item 6: Books:** The amount of expenditure on books should be estimated on the basis of expected requirements during the current academic year. Books will include textbooks, reference books, journals, periodicals etc. required for the purpose of the study. If a same book is used for more than one course, currently the member is undergoing, then the expenditure on it should be taken only once with highest priority to the basic course and then to the second course. Books are usually purchased at the beginning of the session. With a little bit of probing such as how much was purchased at the beginning of the session, how much was purchased subsequently and how much more would be required for the remaining part of the session, a fairly accurate figure of total expenditure on this item can be obtained.

**4.7.7. Item 7: Stationery:** This item will include expenditure in that academic session/year on stationery and other appliances, instruments, tools and equipments etc. exclusively required for pursuing the particular course. This will cover items like notebook, pen, pencil, eraser, geometry box, instruments required for engineering courses or medical courses or vocational courses, etc. For the courses on Information Technology and related courses, possession of personal computer is sometimes basic requirement. In such situation the expenditure incurred on purchasing the personal computer and its accessories will be also included. It should be taken care that the article should be purchased in that academic year and used exclusively for the purpose of the course. If a same stationery is used for more than one course, currently the member is undergoing, then the expenditure on it should be taken only once with highest priority to the basic course and then to the second course. Like books, bulk of these stationary articles is also purchased at the early part of the academic session. However, the requirement of stationeries and their purchases are sometimes sudden in nature. Keeping a note on this fact, probing should be done in such a fashion that along

with the expenditure on already purchased articles the intended/expected expenditure on the items, required for the remaining part of the session can be captured.

4.7.8. **Item 8: Uniform:** The expenditure on school dresses, aprons, P.T. dresses, specific uniforms, etc. required exclusively for the purpose of the course and purchased or to be purchased during the current academic year/session should be taken against this item.

4.7.9. **Item 9: Transport:** Expenditure on transport may vary from season to season. Further, during vacation expenditure on this item may be nil. Considering these factors and on the basis of the actual expenditure incurred so far during the academic year, the expenditure on this account for the entire academic year is to be estimated. The cost incurred on purchasing bicycle, motorcycle, car etc., even if used predominantly for commuting to educational institution, should not be covered under this item. However, the expenditure on running these vehicles such as petrol, diesel, minor repair and maintenance, etc. should be included. If the vehicle is used for other purposes also then, the entries should be made by apportioning the expenses for commuting to educational institution.

4.7.10. **Item 10: Private coaching/tuition:** Expenses for private coaching/tuition should cover all expenses for teaching at home or at any other place by a single tutor or by more than one. Private coaching may be obtained individually or in a group. If two students of a household are coached by same tutor, the payment made should be halved and shown against each student. The total of such expenses already made and expected to be made in the remaining academic year is to be recorded here.

4.7.11. **Item 11 : Other expenditure :** In this item, other expenses not covered in the above items and relating to the education of the household member for the academic year should be recorded. This may include expenses for study tours etc. However, expenses for social gathering, picnics, etc. are not to be covered.

4.7.12. **Item 12: Total expenditure on course no.1:** The total (items 3 to 11) of the expenditures on the basic course for various items for the current academic year should be added and recorded under this item.

4.7.13. **Item 13: Total expenditure on course no.2:** The total of the expenditures on various items (as taken in items 3 to 11 for the basic course) for the current academic year for the course no. 2, as in item 5 of block 5, should be obtained and recorded under this item.

4.7.14. **Item 14: Total expenditure on all other courses:** The total of the expenditures on various items (as taken in items 3 to 11 for the basic course) for the current academic year for all the courses except course no.1 and 2, as in item 5 of block 5, should be obtained and recorded under this item.

4.7.15. **Item 15: Grand Total:** The sum total of entries in item no.s 12,13 and 14 should be recorded under this item.

4.7.16. **Item 16: Whether any donation paid? (yes -1, no -2) :** Generally donations are accepted by many institutions at the time of admission of the student to a particular level. However, for this item, all donations paid, whether for seeking admission or for continuing the education, during the academic year is to be considered. Capitation fee charged by the institution will also be considered.

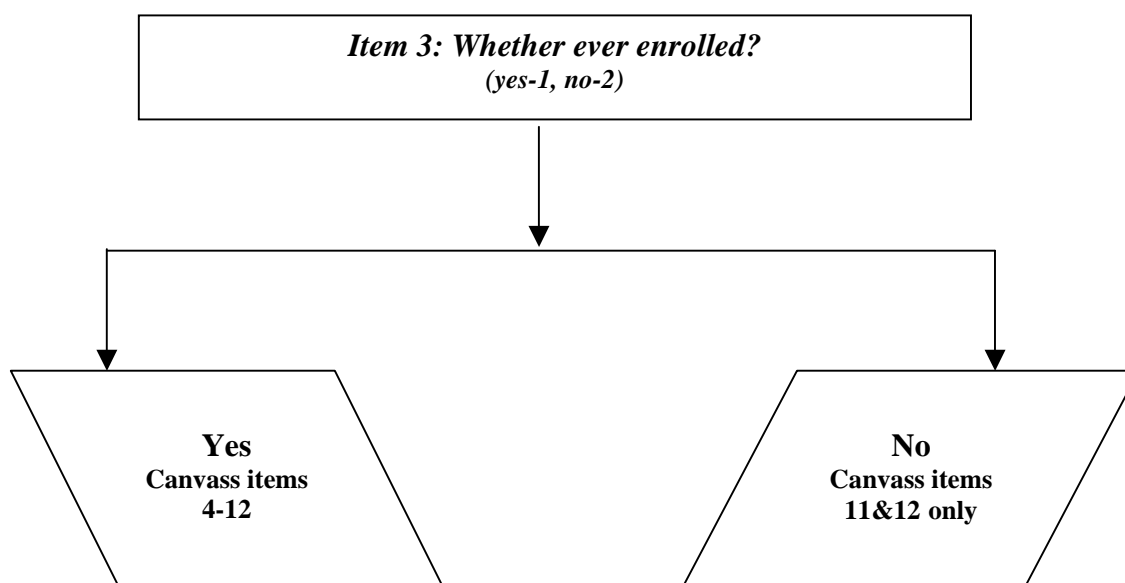
4.7.17. **Item 17 & 18: Amount paid and agency:** If code '1' is given in item 16, the amount of donation paid and the agency to whom paid are to be recorded in rupees (whole no.) and in code respectively. The codes to be used are: - institution/management ... 1, other organisations ... 2, individuals ... 3.

#### 4.8. Block 7 : Particulars of currently not attending persons aged 5-29 years

4.8.0. This block will be used for recording certain information on persons *who are not currently attending any educational institution including those, who are currently enrolled but currently not attending*. The current attendance status of persons are recorded in column (8) in block 4 and those having codes 1 and 2 in that column should be covered in this block.

4.8.1. **Item 1 & 2: Serial no. and age (years) :** The serial number and age of persons falling within the age group 5-29 years will be copied from cols 1 and 5 in block 4.

4.8.2. **Item 3: Whether ever enrolled? (yes-1, no-2):** It is to be inquired for each person eligible for this block. If the person was ever enrolled code 1 will be entered in this item otherwise code 2 should be given. The flowchart for canvassing the remaining items of this block is as follows-



4.8.3. **If enrolled, details of last course attended:** For the persons, who have ever enrolled for any course i.e. those having code '1' in item 3, the items 4 to 12 are to be filled in. As the details relate to the last course, it is possible that this may not be the same as his educational level reported in block 4. *To be more precise, the level of this course should be either equal or higher than his educational level as reported in block 4.*

4.8.4. **Item 4: Age at entry at school (years):** Age at entry at school is the age in completed years, at which the person started attending the primary level class. This generally will be the age at which the child is admitted to class I. In many states, there is a minimum age prescribed for admission to class I. However, the age is to be recorded as

ascertained from the informant. Moreover, if a person is admitted for the first time at a higher class in the primary level then the age at that entry should be recorded

4.8.5. **Item 5: Level (code):** The level of the course where the household member was last enrolled should be recorded as per the codes given in below.

These are given below:

<i>Through NFEC/ AIEP</i>	...03
<i>Through TLC/AEC</i>	...04
<i>Others</i>	...05
Literate with formal schooling including EGS:	
<i>Below primary</i>	...06
<i>Primary</i>	...07
<i>Upper primary/middle</i>	...08
<i>Secondary</i>	...10
<i>Higher secondary</i>	...11
<i>Diploma /certificate course</i>	...12
<i>Graduate</i>	...13
<i>Post graduate and above</i>	...14

The detailed instruction for the method of entry in this item will be same as paragraph 4.5.7. above. However, the level of education of the last course attended will not necessarily match with the corresponding entry in block 4.

4.8.6. **Item 6: Type of education (code):** Depending on whether the last course attended was a general or technical/professional or vocational course, code 1 or 2 or 3 will be entered against this item. The criteria for identifying the type of course should be as explained in paragraph 1.7.21.

4.8.7. **Item 7: Whether completed:** It is to be ascertained whether the household member has completed the level where he last enrolled or not. For example, if a person enrolls in higher secondary level and completes it then the entry should be 1. If he had discontinued in class 11 or 12, then entry should be 2.

4.8.8. **Item 8: Grade/class completed before dropping/discontinuance:** This item is applicable for the household members for whom the last class attended was class X or below. Here, exact class/grade in which he/she dropped/discontinued should recorded.

4.8.9. **Item 9: Age when discontinued/dropped out (years):** Persons, who did not enrol in a particular level after completing the previous level is termed as discontinued whereas those who enrolled/attended a specific level but did not complete that level successfully are called drop outs. For the purpose of this survey both the types should be treated alike. The age at which the persons discontinued/dropped out should be entered against this item.

4.8.10. **Item 10: Type of institution last attended (code):** The type of institution refers to the type of management by which the institution is run. The method of entry against this item should be similar to that in paragraph 4.6.11.

4.8.11. **Item 11: Reason for never enrolling/discontinuing/dropping out (code) :** The reason for never enrolling/discontinuing/dropping out any educational institution is to be recorded for each of the persons eligible for this Block. For those who have completed their education, no detailed probing is to be made. In other cases where it is felt that the person is of school going age or has discontinued his education for any reason, detailed probing is necessary for making entry in this item. Codes 01 to 12 are applicable to any person

whereas codes 13 and 14 are applicable to “never enrolled” members only. Similarly, codes 15-18 and 20-21 are applicable for “ever enrolled” and “female” members respectively. The codes are as follows

<b>applicable for both “ever” &amp; “never enrolled”</b>		<b>applicable for “never enrolled” cases only</b>	
<i>parent not interested in studies</i>	...01	<i>No tradition in the community</i>	...13
<i>inadequate number of teachers</i>	...02	<i>education not considered necessary</i>	...14
<i>school is far off</i>	...03		
<i>to work for wage/salary</i>	...04	<b>applicable for “ever enrolled” cases only</b>	
<i>for participating in other economic activities</i>	...05	<i>child not interested in studies</i>	...15
<i>to look after younger siblings</i>	...06	<i>unable to cope up or failure in studies</i>	...16
<i>to attend other domestic chores</i>	...07	<i>unfriendly atmosphere at school</i>	...17
<i>financial constraints</i>	...08	<i>completed desired level/class</i>	...18
<i>timings of educational institution not suitable</i>	...10		
<i>for helping in household enterprises</i>	...11	<b>applicable for female students only</b>	
<i>Language/medium of instruction used unfamiliar</i>	...12	<i>non-availability of lady teacher</i>	...20
		<i>non-availability of ladies toilet</i>	...21
		<i>others</i>	...29

**4.8.12. Item 12: Usual activity status (codes):** The broad principal usual activity status is to be recorded in codes in this item for each of the members currently not attending educational institutions. The codes for this item are as follows :

worked in h.h. enterprise (self-employed):	
<i>own account worker</i>	...11,
<i>employer</i>	...12,
<i>worked as helper in h.h. enterprise (unpaid family worker)</i>	...21;
worked as regular salaried/ wage employee	...31,
worked as casual wage labour:	
<i>in public works</i>	...41,
<i>in other types of work</i>	...51;
did not work but was seeking and/or available for work	...81,
attended educational institution	...91,
attended domestic duties only	...92,
attended domestic duties and was also engaged in free collection of goods (vegetables, roots, firewood, cattle feed, etc.), sewing, tailoring, weaving, etc. for household use,	...93
rentiers, pensioners , remittance recipients, etc.	...94,
not able to work due to disability	...95,
others (including begging, prostitution, etc.)	...97.

#### 4.9. Some special situations:

4.9.1. At the time of the survey a student has completed class XI and is waiting to attend class XII. How the Block 4, 5 or 6 are to be canvassed for his/her?

*In this case, the level successfully completed for Col 7, Block 4 will be secondary i.e. the level code will be 10. If he/she is certain to attend class XII, then he/she may be treated as currently enrolled/attending in higher secondary level (code 11 in item 8 in Block 5) and expenditure information may be collected with reference to the last year (i.e. for class XI) as it will not be possible to obtain information for the coming academic year.*

4.9.2. A person is enrolled for a correspondence course in a recognized university. How will the current attendance status be considered?

*In this case a person may be treated as currently attending if he is pursuing the studies with the intention of appearing for the prescribed examination. Mere registration or enrolment for a correspondence course should not be treated as current attendance.*

## Chapter Five

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### Schedule 1.0: Consumer Expenditure

5.0.0.0 The 64<sup>th</sup> round survey is the nineteenth in the annual series of surveys of household consumer expenditure. It will be conducted during July 2007 to June 2008.

5.0.0.1 Household consumer expenditure is measured as the expenditure incurred by a household on domestic account during a specified period, called reference period. It includes the imputed values of goods and services, which are not purchased but procured otherwise for consumption. In other words, it is the sum total of monetary values of all the items (i.e. goods and services) consumed by the household on domestic account during the reference period. The imputed rent of owner-occupied houses is excluded from consumption expenditure. Any expenditure incurred towards the productive enterprises of the households is also excluded from household consumer expenditure.

5.0.0.2 To make the definition of household consumption operational, clear guidelines are needed not only on what is included in household consumer expenditure and what is excluded, but also on

- (a) the identification of the household performing each act of consumption
- (b) the assigning of a time to of each act of consumption.

Only then can one attempt to record the consumption of a household H within a reference period P.

5.0.0.3 It has been found convenient to assign different meanings of the word “consumption” (and hence different approaches to its measurement) for different categories of consumption items.

5.0.0.4 The three main approaches are the Use Approach, the First Use Approach, and the Expenditure Approach.

#### **Use Approach (also called Consumption Approach)**

5.0.1.1 Some goods, like food and fuel, can be used only once. When food and fuel are used (used up), we say that they are consumed.

5.0.1.2 When food is eaten, it is not a problem to identify who is eating the food. The household to which that person belongs is called the consuming household. The same rule is followed for pan, tobacco and intoxicants.

5.0.1.3 When fuel is used for household cooking and lighting, the household in which the cooking or lighting is done is called the consuming household.

5.0.1.4 When a person consumes food cooked in a different household from his own, the preparing household is considered to be the consuming household. This is, obviously, a departure from the use approach. This procedure has been in force for a long time, as it makes data collection simpler. Thus, when a guest or a beggar is served food prepared in a household H, it is household H which is considered as the consuming household. Also, if a household H makes a payment to a person in the form of meals prepared in its kitchen, it is considered to be



the consumption of household H.

5.0.1.5 When cooked meals are purchased from the market (hotels, restaurants, canteens or catering agency), the purchaser household is considered to be the consuming household, regardless of who eats the food. This again is a departure from the Use Approach. However, if the meals purchased are then used by the purchaser as means of payment (say, to the provider of a service), then they will be accounted in the household receiving the meals as payment.

5.0.1.6 When a person consumes meals received as assistance from the Government or a non-Government agency such as a charitable organisation (for example, meals received under the Midday Meal scheme), it will be considered to be the consumption of the household to which the person belongs. (When recording such consumption, the value is to be imputed at the local price of the meals received.) **This procedure is a departure from the practice followed earlier.** It is not, however, a departure from the Use Approach followed for food generally.

5.0.1.7 The Use Approach is also to be followed for food in the case of a person (usually a student in a hostel) whose food bills are regularly paid by a person (usually, a parent) belonging to a different household. In past rounds, the Expenditure Approach was considered to be applicable in such cases.

### First Use Approach

5.0.2.1 Clothing, bedding and footwear can be used more than once. An item of clothing or footwear is usually used repeatedly by the same person. An item of bedding is also used repeatedly, and often shared by household members.

5.0.2.2 For items of clothing, bedding and footwear, consumption of an item is said to occur when it is first used.

5.0.2.3 An exception is made in case of second-hand purchase of clothing and footwear. Second-hand purchase of clothing or footwear occurs when an item of clothing or footwear is purchased by a household after it has been used by another household, without alteration. When such a purchase occurs, we say that consumption (out of second-hand purchase) has occurred *at the moment of purchase*. That is, in case of second-hand purchase, the use approach is not followed; in other words, whether the purchased item has been used or not after purchase is not relevant.

5.0.2.4 Note that for nearly all items of food, and some items of fuel for cooking and lighting, both quantity and value of consumption are recorded in the schedule. For a few items, where reporting of quantity is difficult, only value of consumption is required to be recorded.

5.0.3 **Imputation of value:** If an item is purchased and consumed by a household, the value of consumption can be taken as its purchase value. But the value of an item consumed out of commodities received in exchange of goods and services, home-grown/home-produced stock, transfer receipts or free collection requires imputation. The rule for imputation of value of consumption of commodities is given below:

- The value of goods and services received in exchange of goods and services – including those received as perquisites by the members of the household from their employers -

will be imputed at the rate of average local retail prices prevailing during the reference period. However, the judgement of the respondent about the price of the goods purchased in exchange is to be taken into account.

- The value of home produce will be imputed at the ex farm or ex factory rate. This should not include any element of distributive service charges.
- The value of consumption out of gifts, loans, free collection, etc. will be imputed at the average local retail prices prevailing during the reference period.
- The value of consumption out of purchase will be the value at which the purchase was made.

## **Expenditure Approach**

5.0.4.1 For items of consumption other than food, pan, tobacco, intoxicants, clothing, bedding, footwear, and fuel for cooking and lighting, the expenditure approach is followed to identify the consuming household and the time at which consumption takes place.

5.0.4.2 The expenditure approach says that consumption of these items takes place when expenditure is incurred on the item (good or service). The household incurring the expenditure is the consuming household, regardless of whether the item is used by the household or not.

5.0.4.3 When a household H obtains an item as gift or charity, or by free collection, no expenditure is incurred by the household H on the item.

5.0.4.4 **When a household W obtains an item as perquisite from the employer, or as payment in kind from a household or enterprise for services rendered by W, then W is considered to incur an expenditure on the item received as perquisite or payment in kind.** The value of the item at local retail prices is considered to be the amount of expenditure incurred by W.<sup>1</sup> Examples are accommodation, newspapers and telephone services provided free to employees by employers, and any expenses on domestic account, such as medical expenses, that are reimbursed by employers. Leave Travel Concession (LTC) is another example of perquisites. The time of consumption will be the time of acquisition of the perquisite if it is a good (e.g. newspapers) and the time of use if it is a service (e.g. telephone facility).

5.0.4.5 When a household H acquires an item through cash purchase, the time of incurring expenditure is clear. In case of payment by cheque or through a credit card, the household is considered to incur expenditure at the moment when the cheque is handed over or the credit card is presented to the seller as means of payment. If the seller agrees to accept payment in instalments, it is called hire purchase. In case of hire purchase, only the payment made to the seller during the reference period (see paragraph 5.0.5) is regarded as the expenditure incurred. Note that in case of purchase (e.g. of a car) fully financed by a loan from some person or enterprise other than the seller, where full payment is made to the seller, the entire sale value of the commodity (the principal borrowed to make the payment to the seller) is considered to be the expenditure incurred by the household. This expenditure (payment to the seller) takes place *before* the durable comes into the buyer's possession, not after. On the other hand, the

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<sup>1</sup> Except for perquisites and payments in kind, the question of imputation of value does not arise in case of items which are governed by the expenditure approach.

repayment of the loan in instalments to the financier goes on for several months or years. The repayment of the loan to the financier is not relevant in recording consumer expenditure.

**5.0.4.6 Procedure for recording payments for education and rent of household dwelling regularly made by another household:** It is not uncommon for a person's rent or educational expenses to be *regularly* paid by a household different from his own, directly to the provider of the accommodation or educational services. A common example is a student in a hostel. Such a person's rent and educational fees are often paid by his or her parents' household directly to the hostel authorities. Here, going by the expenditure approach would mean that the (regularly occurring) consumption of accommodation or educational services would not be accounted in the user household. Here, as a departure from expenditure approach normally applicable to rent and educational expenses, the Use Approach is to be followed. Here the household making use of the accommodation or the educational goods and services is to be considered as the consuming household, and not the household making the payment. **This procedure is being introduced for the first time.**

Summary of rules to determine the consuming household and the time of consumption

**FOOD, PAN, TOBACCO, INTOXICANTS, FUEL FOR COOKING AND LIGHTING: Use Approach**

(Exception:

(a) Food cooked and served to non-household members: Preparing household is consumer

(b) Meals purchased from market and served to guests or as charity: Purchasing household is consumer)

**CLOTHING, BEDDING & FOOTWEAR: First Use Approach**

(Exception: Second-hand purchase of clothing & footwear: Consumed at the moment of second-hand purchase)

**OTHER ITEMS: Expenditure Approach**

(Exception: Rent and education payments regularly made by another household: Follow Use Approach)

**5.0.5 Reference period:** This is the period of time to which the information collected relates. It may vary from item to item. The reference periods to be used during the present survey for different groups of consumption items are given below:

Srl. no.	Item	Reference period
1	education, medical (institutional), clothing, bedding, footwear and durable goods	'last 365 days'
2	all other items (viz., all food, pan, tobacco, intoxicants, fuel, miscellaneous goods and services including non-institutional medical, rents and taxes)	'last 30 days'

**5.0.6 Schedule design:** Schedule 1.0 consists of several blocks to obtain detailed information on the expenditure incurred on domestic consumption and other particulars of the sample household. There are 15 blocks numbered 0 to 14.

## What is new in the schedule

- Columns for recording particulars of participation in *public works* have been dropped from Block 4 of the schedule.
- **Covered area** (Block 3, item 11) will not be recorded in square metres. It **will be recorded in square feet**, as was the practice before the 59<sup>th</sup> round.
- An item (174) for sunflower/soyabean oil and an item (175) for rice bran oil have been introduced in the edible oil sub-group of Block 5.
- An item (302) has been introduced in Block 5 to record number and imputed value of (i) meals received as assistance from Government, charitable organization, etc. and (ii) meals received as perquisites or as payment in kind. The item (303) for cooked meals purchased will have its usual meaning.
- Separate items for petrol (353) and diesel (354) have been introduced in Block 6 (fuel for cooking, lighting and other purposes excluding conveyance). In Block 10, petrol for vehicle (508) has been made a separate item in the conveyance sub-group.
- The item (400) for books and journals and the item (401) for newspapers and periodicals (Block 9) will include second-hand purchases.
- An item (480) “insurance premium: other” has been introduced in the “consumer services excluding conveyance” sub-group of Block 10. It will cover non-life insurance premium other than medical insurance.
- If payments for education and accommodation enjoyed by a household are regularly made by a person belonging to another household, they will be accounted in the household using the educational facilities and/or lodgings, and not the household making the payment.

**5.1.0 Block 0: Descriptive identification of sample household:** This block is meant for recording descriptive identification particulars of a sample household. All the items are self-explanatory. A dash (-) may be recorded against not applicable items (e.g., village name is not applicable for urban sample).

**5.1.1 Block 1: Identification of sample household: items 1, 4 to 12:** The identification particulars for items 1, 4-12 will be copied from the corresponding items of Block 1 of the listing schedule (Schedule 0.0). The particulars to be recorded in items 2 and 3 have already been printed in the schedule.

**5.1.2 Item 13: sample hamlet-group/ sub-block number:** This item is to be recorded from the heading of Block 5 of Schedule 0.0.

**5.1.3 Item 14: second-stage stratum:** This item will be copied from the heading of column (8) or (9) of Block 5 of Schedule 0.0.

**5.1.4 Item 15: sample household number:** The sample household number (i.e., order of selection) of the selected household is to be copied from column (10) or (11) of Block 5 of Schedule 0.0.

**5.1.5 Item 16: srl. no. of informant (as in col. 1, block 4):** The srl. no. of the person recorded in column 1 of Block 4, Schedule 1.0, from whom the bulk of the information is collected will be entered. Information has to be collected from one of the household members. In an extreme case, information may be collected from a person other than the household member who is supposed to know all the requisite information. In such a case, '99' should be recorded against this item.

**5.1.6 Item 17: response code:** This item is to be filled in at the end of the interview. It is meant to classify the informant according to the degree of his co-operation as well as his capability to provide the required information. The codes are:

informant:	co-operative and capable.....	1	busy.....	3
	co-operative but not capable.....	2	reluctant.....	4
			others.....	9

**5.1.7 Item 18: survey code:** Whether the originally selected sample household has been surveyed or a substituted household has been surveyed will be indicated against this item by recording '1', if the sample household is the one originally selected, and '2', if it is a substituted household. If neither the originally selected household nor the substituted household could be surveyed i.e., if the sample household is a casualty, code '3' will be recorded. In such cases only blocks 0, 1, 2, 14 and 15 will be filled in and on the top of the front page of the schedule the word 'CASUALTY' will be written and underlined.

**5.1.8 Item 19: reason for first substitution of original household (code):** In case the originally selected sample household could not be surveyed, the reason for not surveying the original household will be recorded against this item, irrespective of whether a substituted household could be surveyed or not. The codes are:

informant busy .....	1
members away from home .....	2
informant non-cooperative .....	3
others .....	9

This item is applicable only if the entry against item 18 is either 2 or 3. Otherwise, this item is to be left blank.

**5.2.0 Block 2: Particulars of field operations:** The identity of the Investigator, Senior Investigator, Superintendent and Senior Superintendent or other supervisory officer associated with the work, date of survey/inspection/scrutiny of schedules, date of despatch, etc., will be recorded in this block against the appropriate items in the relevant columns. Besides, from the 46<sup>th</sup> round onwards, person codes of field officials have been introduced which are to be recorded against item 1(ii) (for Central sample only). If canvassing the schedule takes more than one day, the first day of survey is to be recorded against the item srl. no. 2(i). The "total time taken to canvass the schedule" means the actual time spent in canvassing the schedule and will not include the time taken by the investigator/senior investigator to finalise the schedule. It is recorded in minutes.

**5.3.0 Block 3: Household characteristics:** Characteristics which are mainly intended to be used to classify the households for tabulation will be recorded in this block.

**5.3.1 Item 1: household size\*:** The size of the sample household i.e., the total number of persons normally residing together (i.e., under the same roof) and taking food from the same kitchen (including temporary stay-aways and excluding temporary visitors) will be recorded against this item. This number will be the same as the last serial number recorded in column 1 of Block 4.

**5.3.2 Item 2: principal industry (NIC-2004):** The description of the principal household industry will be recorded in the space provided. The description of the principal industry should be recorded in as specific terms as possible based on the description given by the informant. In other words, the industry description should not be copied from the NIC booklet if the informant's description gives a clearer idea of the industrial activity which determines the principal industry of the household. The entry cell for item 2 has been split into five parts for recording each digit separately. The appropriate five-digit industry code of the NIC-2004 will be recorded here. For households deriving income from non-economic activities only, a dash (-) may be put against this item. For the definition of principal household industry see paragraph 1.7.58, Chapter One.

**5.3.3 Item 3: principal occupation (NCO-2004):** The description of the principal household occupation will be recorded in the space provided. As in case of principal household industry, the description of the principal occupation, too, should be recorded in as specific terms as possible based on the description given by the informant. In other words, the occupation description should not be copied from the NCO booklet if the informant's description gives a clearer idea of the principal occupation pursued by the household. The appropriate three-digit occupation code of the NCO-2004 is to be recorded in the entry cell, which has been trisected for recording each digit separately. For households deriving income from non-economic activities only, a dash (-) may be put against this item. For the definition of principal household occupation see paragraph 1.7.58.

**5.3.4 Item 4: household type (code):** The household type code based on the means of livelihood of a household will be decided on the basis of the sources of the household's income during the 365 days preceding the date of survey. For this purpose, only the household's income (net income and not gross income) from economic activities will be considered; but the incomes of servants and paying guests will not be taken into account.

**5.3.4.1** In **rural** areas, the selected household will be assigned the appropriate type code out of the following five different household type codes:

self-employed in non-agriculture.....	1	self-employed in agriculture .....	4
agricultural labour .....	2	others .....	9
other labour .....	3		

The procedure for assigning the type code for rural households is laid down in paragraphs 5.3.4.3 to 5.3.4.6.

**5.3.4.2** For **urban** areas, the household type codes are as follows:

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\* see paragraph 1.7.3 and 1.7.4 of Chapter One

self-employed - 1, regular wage/salary earning - 2, casual labour - 3, others - 9.

**5.3.4.3 Procedure for assigning household type codes in rural sector:** For a rural household, if a single source (among the five sources of income listed in the preceding paragraph) contributes 50% or more of the household's income from economic activities during the last 365 days, it will be assigned the type code (1, 2, 3, 4 or 9) corresponding to that source.

**5.3.4.4** For a household to be classified as 'agricultural labour' or 'self-employed in agriculture' (code 2 or 4) its income from that source must be 50% or more of its total income. If there is no such source yielding 50% or more of the household's total income, it will be given code 1, 3 or 9 according to the following procedure.

**5.3.4.5** To be classified as self-employed in non-agriculture (code 1), the household's income from that source must be greater than its income from rural labour (all wage-paid manual labour) as well as that from all other economic activities put together (a three-way division is to be considered here).

**5.3.4.6** A household not getting code 1, 2 or 4 will be classified as other labour (code 3) if its income from rural labour (all wage-paid manual labour) is greater than that from self-employment as well as that from other economic activities (again a three-way division). All other households will get type code 9.

**5.3.4.7** For **urban** areas the different urban type codes correspond to four sources of household income, unlike the rural sector where five sources are considered. An urban household will be assigned the type code 1, 2, 3 or 9 corresponding to the major source of its income from economic activities during the last 365 days. A household, which does not have any income from economic activities, will get type code 9 (others).

**5.3.5 Item 5: religion (code):** The religion of the household will be recorded against this item in code. If different members of the household claim to belong to different religions, the religion of the head of the household will be considered as the religion of the household. The codes are:

Hinduism .....	1	Jainism .....	5
Islam .....	2	Buddhism .....	6
Christianity .....	3	Zoroastrianism .....	7
Sikhism .....	4	others .....	9

**5.3.6 Item 6: social group (code):** Whether or not the household belongs to Scheduled Tribes, Scheduled Castes or Other Backward Classes will be indicated against this item in terms of the specified codes which are:

Scheduled Tribes - 1, Scheduled Castes - 2, Other Backward Classes - 3, others - 9.

Those who do not come under any one of the first three social groups will be assigned code 9, meant to cover all other categories. In case different members belong to different social groups, the group to which the head of the household belongs will be considered as the 'social group' of the household.

**5.3.7 Item 7: land possessed (code):** The total land area possessed by the household as on the date of survey will be worked out and recorded against this item in code. The codes are:

class interval (hectares)	code	class interval (hectares)	code
less than 0.005	01	2.01 to 3.00	07
0.005 to 0.01	02	3.01 to 4.00	08
0.02 to 0.20	03	4.01 to 6.00	10
0.21 to 0.40	04	6.01 to 8.00	11
0.41 to 1.00	05	greater than 8.00	12
1.01 to 2.00	06		

(1 acre  $\approx$  0.4047 hectare and 1 hectare = 10,000 sq. metre)

For the definition of land possessed, see paragraph 1.7.11 of Chapter One.

**5.3.8 Item 8: dwelling unit (code):** This item refers only to the dwelling unit or the actual residence of the sample household. The dwelling unit may be an entire structure or may be only a part of a structure. Accordingly, the investigator will ask the informant if it is owned, hired or otherwise occupied. If the occupant owns the dwelling unit, code 1 will be recorded against item 8. If it is taken on rent, code 2 will be entered and if it is occupied otherwise, code 9 will apply. However, if any household is found living under trees, bridges, in pipes, etc. it will not be treated as living in dwelling unit. For such households code 3 will be recorded. It may be noted that a dwelling unit constructed on a plot of land which is taken under long-term lease, usually 30 years or more, will be considered as being held in owner-like possession. Similarly, a dwelling unit itself possessed by a household under a long-term lease may be treated as in owner-like possession and code 1 will be applicable in such cases also. The codes for this item are given below:

owned	1
hired	2
no dwelling unit	3
others	9

**5.3.9 Item 9: type of dwelling (code):** The dwelling unit of the household may be an independent house, a flat, or neither of these. The appropriate code will be entered against the item. The codes are:

independent house	1
flat	2
others	9
no dwelling	3

For the definitions of “independent house” and “flat”, see paragraphs 1.7.9 and 1.7.10 of Chapter One.

**5.3.10 Item 10: type of structure (code):** Structures have been classified into four categories, namely, pucca, semi-pucca, serviceable katcha and unserviceable katcha, on the basis of materials used for construction. This item is to be filled in code. The codes are:

pucca-1, semi-pucca-2, serviceable katcha -3, unserviceable katcha – 4, no structure-5.

For definitions, see paragraphs 1.7.5 to 1.7.7 of Chapter One.

**5.3.11 Item 11: covered area (sq. feet: whole number):** This will be the sum of the floor



areas of all the rooms, kitchen, etc., and verandah located in the house or inside the homestead land and occupied by the household. The covered area may be either owned (including owner-like possession) or rented. It should exclude area owned but rented out. The area will be recorded (to nearest integer) **in square feet**. The verandah will mean a roofed space adjacent to living/other rooms which is not walled from all sides, that is, with at least one side either open or walled to some height or protected by grille, net, etc. If entry against item 10 is 5, a dash (-) may be put against this item. **It may be noted that from the 59<sup>th</sup> to the 63<sup>rd</sup> rounds, covered area was recorded in square metres instead of square feet. As the data on covered area available from these rounds were found to be error-prone, the system of recording covered area in square feet is being re-introduced in this round.**

**5.3.12 Items 12 and 13: primary source of energy used for cooking and lighting:** Against these two items, the code corresponding to the primary source of energy that is used by the household for cooking and the primary source of energy used for lighting during the **last 30 days preceding the date of survey** will be recorded. If more than one type of energy is used, the primary or principal one on the basis of its extent of use will have to be identified and the corresponding code will be noted in the appropriate box. The codes are:

**cooking:** coke, coal and charcoal- 1, firewood and chips- 2, LPG- 3, gobar gas - 4, dung cake- 5, kerosene- 6, electricity- 7, others- 9, no cooking arrangement- 8

**lighting:** kerosene -1, other oil -2, gas - 3, candle - 4, electricity - 5, others -9, no lighting arrangement – 6

**5.3.13 Item 14: monthly per capita expenditure (Rs 0.00):** This item will be filled in only after completing Blocks 5 to 12. It will be copied from column 6 of item srl. no. 37 of Block 12. (The sum total of the relevant sub-total items (as indicated in Block 12) adjusted for 30 days will be divided by the household size to obtain the monthly per capita expenditure.)

**5.3.14 Item 15: did the household perform any ceremony during the last 30 days?** A ceremony for the purpose of this item is an occasion on which a large number of meals (not just snacks) were served to non-household members, which significantly affects the household's total expenditure during the last 30 days. The occasion need not be religious. If the household is found to have performed any ceremony during the last 30 days, code '1' will be recorded against this item. Otherwise, '2' will be recorded.

**5.3.15 Item 16: no. of meals served to non-household members during the last 30 days:** The total number of meals served to non-household members during the last 30 days will be recorded against this item. The definition of meal is given in paragraph 1.7.13 of Chapter One. It may be noted that if the entry in item 15 is 1, the entry in item 16 will be positive.

**5.3.16 Item 17: did the household purchase any cereal from ration/fair price shop during the last 30 days?** The answer against this question will be recorded in code. The codes are: yes-1, no-2. Purchase of foodgrains by workers from shops run by their employer at concessional or subsidised rates (this is prevalent, for example, in tea garden areas) will not be considered as purchase from ration/fair price shop.

**5.4.0 Block 4: Demographic and other particulars of household members:** All members of the sample household will be listed in this block. For each member, name, relation to head, sex, age, marital status, general education level, and particulars of meals consumed will be

recorded.

**5.4.1 Column (1): serial number:** All the members of the sample household will be listed in Block 4 using a continuous serial number in column (1). In the list, the head of the household will appear first followed by head's spouse, the first son, first son's wife and their children, second son, second son's wife and their children and so on. After the sons are enumerated, the daughters will be listed followed by other relations, dependants, servants, etc.

**5.4.2 Column (2): name of member:** The names of the members corresponding to the serial numbers entered in column (1) will be recorded in column (2).

**5.4.3 Column (3): relation to head (code):** The relationship of each member of the household to the head of the household (for the head, the relationship is 'self') will be recorded in this column. The codes are:

self .....	1	grandchild .....	6
spouse of head.....	2	father/mother/father-in-law/mother- in-law ...	7
married child .....	3	brother/sister/brother-in-law/sister-in-law	
spouse of married child ..	4	/other relatives.....	8
unmarried child .....	5	servant/employees/other non-relatives .....	9

**5.4.4 Column (4): sex (male-1, female-2):** The sex of each member of the household will be recorded in this column. For eunuchs, code '1' will be recorded.

**5.4.5 Column (5): age (years):** The age in completed years of all the members listed will be ascertained and recorded in this column. For infants below one year of age, '0' will be entered. Ages above 99 will be recorded in three digits.

**5.4.6 Column (6): marital status (code):** The marital status of each member will be recorded in this column. The codes are:

never married - 1, currently married - 2, widowed - 3, divorced/separated - 4.

**5.4.7 Column (7): general educational level (code):** Information regarding the level of general education attained by the members of the household listed will be recorded in this column. For the purpose of making entries in this column, only the course successfully completed will be considered. For instance, for a person who has studied up to say, first year B.A., educational attainment will be considered as 'higher secondary' (code 10). For a person who has studied up to 12<sup>th</sup> standard but has not appeared for the final examination or has failed, educational attainment will be considered under 'secondary' (code 08). The relevant codes to be used for recording entries in this column are:

not literate -01, literate without any schooling -02,  
*literate without formal schooling:*  
 through NFEC/AIEP -03, literate through TLC/AEC -04, others -05,  
*literate with formal schooling including EGS:*  
 below primary -06, primary -07, upper primary/ middle -08, secondary -10,  
 higher secondary -11, diploma/certificate course -12, graduate -13,  
 postgraduate and above -14.

A person who can both read and write a simple message with understanding in at least one language is to be considered literate. Those who are not able to do so are to be considered not

literate and will be assigned code 01. Those who achieve literacy without any schooling will be given code 02. Some persons achieve literacy by attending Non-formal Education Courses (NFEC) or Alternative Innovative Education Programme (AIEP). Such persons will be given code 03. Those who achieve literacy through Adult Education Centres (AEC) or Total Literacy Campaign (TLC) will be given code 04. Those who achieve literacy without any formal schooling and not through NFEC/AIEP/TLC/AEC will be given code 05. Those who are by definition literate through formal schooling but are yet to pass primary standard examination will be assigned code 06. Similarly codes 07, 08, and 10 to 14 will be assigned to those who have passed the appropriate levels. The criteria for deciding primary, middle, secondary, etc. levels will be that followed in the concerned States/Union Territories. Persons who have attained proficiency in Oriental languages (e.g., Sanskrit, Persian, etc.) through formal but not through the general type of education will be classified appropriately at the equivalent level of general education standard. To those who have completed some diploma or certificate course in general, technical education or vocational education which is equivalent to below graduation level, code 12 will be assigned. On the other hand, code 13 will be given to those who have obtained degree or diploma or certificate in general, technical education or vocational education, which is equivalent to graduation level. Similarly, code 14 will be assigned to those who have obtained degree or diploma or certificate in general or technical education, which is equivalent to post-graduation level and above.

**5.4.8 Column (8): number of days stayed away from home during last 30 days:** The number of days for which the member 'stayed away from home' during the 30 days preceding the date of enquiry should be recorded here. A continuous absence from home for 24 hours will be reckoned as a 'day stayed away'. That is, the entry will be made in completed number of days and any fraction of a day will be ignored. The location of the place where the person stayed, having been away from his/her own household, may also be within the same village/town and staying away will not only mean physical absence but also non-participation in food consumption from his/her own household. For example, if a member stayed away for two days, but consumed food prepared at home during these two days, then that member will not be considered for this item as staying away. For members who did not stay away for even 1 day during the last 30 days, 0 will be recorded.

**5.4.9 Column (9): number of meals usually taken in a day:** The number of meals consumed by a person is usually reported as 2 or 3. For a person who takes food only once in a day, the entry will be 1. One may also come across a person who takes food more than three times a day. For such persons, however, only 3 should be entered. That is, in this column, the recorded number of meals taken in a day, even if it is reported to be higher, should not exceed 3. In addition, for infants of age '0' as well as for children who subsist on milk only, '0' may be recorded against this item. To have a clear idea of what constitutes a meal, paragraph 1.7.13 of Chapter One may be referred to.

**5.4.10 Columns (10), (11), (12), (13) and (14): number of meals taken during last 30 days:** It is important to note that the entries are to be made in these columns depending on the place from where food is served irrespective of where it is consumed.

**5.4.11** Columns (10), (11) and (12) pertain to meals taken away from home without payment. Number of meals taken outside home on payment and at home during last 30 days preceding the date of survey, for each member of the household will be recorded against columns (13) and (14). There are schools/balwadis, etc. which provide standard food to all or some students as midday meal, tiffin, etc. free or at subsidised rate. Such meals are to be considered as meals

taken away from home. If such food is received free it will be recorded in column (10). Meals received at subsidised rate will be recorded in column (13). There are institutions which provide canteen facilities to their students. Students can purchase food of their choice and to their requirements from those canteens on payment. In such cases also entry will be made in column (13).

5.4.12 Sometimes meals are provided by the employer. These may be as perquisites or as part of wages in kind. These meals are generally consumed at the place of work and are to be considered as meals taken away from home. It may not be rare that meals provided by the employer are brought home by the employees and consumed there. Such meals are also to be considered as meals taken away from home. In column (11), the number of such meals received and consumed during the reference period by an individual member will be recorded. Similarly meals consumed as guests in other households, will also be taken into account while making entries in column (12). For the purpose of making entry in column (13), 'meals received on payment' will mean that the informant has to incur some expense or part with a certain portion of his salary/wage for getting the meals. Meals purchased from hotel, restaurant or an eating-house will be considered as 'meals taken away from home on payment' and will have to be counted also for making entry in column (13). Meals taken away from home during the days of absence from the household should also be accounted for in making entries in these columns. Such meals are to be counted under either of the columns (10) to (12) or (13).

5.4.13 In column (14), the number of meals taken at home by each member of the household during the period of 30 days preceding the date of survey will be recorded. A meal will be considered to be taken at home if the meal is prepared at home irrespective of the place where it is consumed.

5.5.0.0 **Blocks 5 to 11: Blocks on Consumer Expenditure:** Information on consumer expenditure on various items/groups of items will be collected in these blocks. The titles of the blocks are:

- Block 5 : Consumption of food, pan, tobacco and intoxicants during the last **30 days** ended on .....
- Block 6 : Consumption of fuel for cooking, lighting and other purposes excluding conveyance during the last **30 days** ended on .....
- Block 7 : Consumption of clothing, bedding, etc. during the last **365 days** ended on .....
- Block 8 : Consumption of footwear during the last **365 days** ended on .....
- Block 9 : Expenditure on education and medical (institutional) goods and services during the last **365 days** ended on .....
- Block 10 : Expenditure on miscellaneous goods and services including medical (non-institutional), rents and taxes during the last **30 days** ended on .....
- Block 11 : Expenditure for purchase and construction (including repair and maintenance) of durable goods for domestic use during the last **365 days** ended on .....

5.5.0.1 Consumption by a household only occurs when the household uses a particular good or service (as in case of food, pan, tobacco, intoxicants, fuel, clothing or footwear), or incurs expenditure which gives it the right to use a good or service. (See also Use Approach, First Use

Approach and Expenditure Approach, pages C-1 to C-3.) A gift of money or a good from one household to another is a transfer (a flow against which the household does not receive anything in exchange) and should not be confused with consumption. Similarly, giving away money or goods as charity is not an act of consumption, and no consumption expenditure is incurred by a household through such a giving away. Note also that fines or penalties incurred by a household are not considered part of consumption expenditure. Most of the important goods and services which households need or want for domestic purposes, and incur expenditure on, are listed in Schedule 1.0, grouped, as far as possible, according to the purpose for which they are used.

5.5.0.2 The consumption data should be strictly confined to the domestic consumption of the household; in other words, expenditure on any enterprise belonging to the household will be excluded. All consumption expenditure of a domestic servant who is also a member of the household will be included. The expenditure incurred on account of pet animals will be recorded under item 496 (pet animals incl. birds and fish) of Block 10. It may be noted that consumption by livestock of the household will not be included in household consumption. However, products like milk, meat, egg, etc., obtained from such livestock and consumed by the household are to be included. While recording consumption, care should be taken to include consumption on ceremonials, parties, etc.

5.5.0.3 **Payment in kind:** When, instead of cash, a commodity is used as mode of payment, some guidelines are required regarding the accounting of consumption. The following rules are to be followed. In some respects, they differ from instructions given in earlier rounds.

(a) If the sample household **makes a payment in kind** (say, to a domestic servant, or a priest), *no entry against the item (commodity) used as means of payment* is to be made in the consumer expenditure schedule of the sample household. Instead, the value of the commodity is to be entered against the item “domestic servant” or “priest”, as the case may be. An important exception to this rule is that ingredients of meals prepared and used as payment in kind by the sample household will be treated as part of the sample household’s consumption.

(b) If the sample household **has received any payment or perquisites**

- in the form of durable goods or miscellaneous goods and services, it will be accounted in the sample household’s consumption against the item concerned. The time of consumption will be the time of acquisition of the item if it is a good and the time of use if it is a service. Examples of such perquisites are newspaper and telephone bills paid by the employer.
- in the form of food (other than cooked meals), fuel, clothing, bedding or footwear, it will be accounted in the sample household’s consumption (unless it is gifted away) at the time of use (or first use). Examples are electricity and livery supplied by the employer.

(c) If the sample household has received any payment from another household in the form of cooked meals prepared in the other household’s kitchen, it will not be accounted in the sample household’s consumption. However, if the sample household has been paid through cooked meals purchased by the other household, the value of the meals imputed at local prices will be entered against the sample household’s consumption against “cooked meals” received as assistance or payment (item 302).

5.5.0.4 **Goods received free with goods purchased:** To illustrate the method to be followed

in such cases, suppose a household purchases a packet of rice for Rs.60 and gets a packet of salt free of cost with the rice. In this case, the household will be considered to have paid part of the Rs.60 for the salt and only the remaining part for the rice. The two parts will be calculated by apportioning Rs.60 to salt and rice in proportion to the market values (imputed if not known) of the salt and rice. If, now, the household reports that 75% of the rice and 20% of the salt was consumed during the reference period, then these percentages are to be applied to the values calculated above to record the value of consumption of rice and salt. Note that if a cake of soap had been obtained free with the rice instead of a packet of salt, then value of consumption of the soap (Expenditure Approach) would have to be recorded as 100% (not 20%) of the value of the soap calculated by the method of apportioning described above. The source code for goods obtained free with purchased goods will be 1 - the same as that for goods actually purchased.

**5.5.0.5 Block 5: Consumption of food, pan, tobacco and intoxicants during the last 30 days:** In this block information on consumption of each item of cereals, pulses, milk, sugar and salt by the household will be collected for a reference period of 30 days preceding the date of survey.

5.5.0.6 In general, the Use Approach (see page C-1) is followed for food, pan, tobacco and intoxicants. However, there are some special rules for meals which are obtained by the sample household in cooked form from outside, or cooked by the household and served to non-members.

5.5.0.7 When a person consumes meals cooked in a different household from his own, the preparing household is considered to be the consuming household. This is, obviously, a departure from the Use Approach. Thus, when a guest or a beggar is served food prepared in a household H, it is household H which is considered as the consuming household. Also, if a household H makes a payment to a person in the form of meals cooked in H's kitchen, it is considered to be the consumption of household H.

5.5.0.8 However, when a person consumes meals received as assistance from the Government or charitable organisation (e.g. meals received under the Midday Meal scheme), or as payment in kind from an organisation (except a household enterprise which serves the meals from the household kitchen), it is considered to be the consumption of the household to which the person receiving the meal belongs. (When recording such consumption, the value is to be imputed at the local price of the meals received and recorded against item 302: cooked meals received as assistance or payment.) **This procedure is a departure from the practice followed earlier.** It is not, however, a departure from the Use Approach followed for food generally.

5.5.0.9 The Use Approach is also to be followed for food in the case of a person (usually a student in a hostel) whose food bills are regularly paid by a person (usually, a parent) belonging to a different household. In past rounds, the Expenditure Approach was considered to be applicable in such cases.

5.5.0.10 When cooked meals are purchased from the market (hotels, restaurants, canteens or catering agency), the purchaser household is considered to be the consuming household, regardless of who eats the food (entry against item 303). This is a departure from the Use Approach. However, if the meals purchased are then used by the purchaser as means of payment (say, to the provider of a service), then they will be accounted in the household

receiving the meals as payment (entry against item 302).

**5.5.1 Columns (1) and (2): item and code:** It may be noted that for accounting of items a 3-digit coding system is used in all these blocks. Descriptions of the items and their codes are printed in columns (1) and (2), respectively.

**5.5.2 Unit:** Each line of this block relates to a particular item of consumption. The unit in which the quantity is to be recorded is, in case of some items, shown within brackets after the description of the item in col.(1). For items where no unit is specified after the item description in col.(1), the quantity must be recorded in kilograms (kg).

**5.5.3 Column (3): quantity:** Against most of the items of Block 5, there is provision to record the quantity figure in the appropriate unit. In Blocks 5 to 8, a quantity figure has two parts – an integer part and a fractional or decimal part. The integer part will be recorded in the left-hand cell and the fractional part will be entered in the right-hand cell in three places of decimals, in case the units are reported either in ‘kg’ or ‘metre’ or ‘litre’. If the specified unit of quantity is ‘gram’/ ‘number’/ ‘box’/ ‘pair’/ ‘standard unit’ etc., three zeros (000) have already been printed in the decimal part (right-hand cell) of the space for quantity. This means that quantity, for these items, is to be recorded in whole number, in the left-hand cell. For a number of items, the quantity cells in the schedule are shaded; this means that no quantities are to be recorded.

**5.5.4 Column (4): value:** As in the previous round, all value figures are to be recorded in *whole number of rupees*, after rounding off paise figures, if any.

**5.5.5 Column (5): source code:** Consumption of an item during the last 30 days may be made out of one or more of several possible sources: namely, purchase, home produce, exchange of goods and services, gifts or charities, and free collection. The source from which the item has been obtained and consumed by the household will be recorded in code. The codes to be used are:

only purchase .....	1	only exchange of goods and services...	5
only home-grown stock.....	2	only gifts/ charities.....	6
both purchase and home-grown stock ..	3	others .....	9
only free collection .....	4		

**5.5.5.1** Code 3 will be applicable if consumption is made out of both purchase and home-grown stock but not from any other sources. Any other combination of sources will get code 9. Consumption out of transfer receipts or commodities received in exchange of goods and services will also get code 9. Note that some food products such as *muri* are often made in the home by processing of foodgrains such as rice. In such cases, the source of consumption will be “purchase” if the basic foodgrain (in case of *muri*, rice) is purchased; the source of such products will be “home-grown stock” only if the foodgrain from which they are made is itself home-grown.

**5.5.5.2 Home processing of food:** Some food items listed in Block 5 may be prepared in the home from other food items listed in Block 5. For example, *ghee* (item 164) may be prepared in the home from milk: liquid (item 160). Pickles (item 305) may be prepared in the home from chillies, mangoes, salt, etc. In all such cases the question of where to record the consumption of such food preparations is answered as follows: *against the ingredient items*. Thus consumption of purchased *ghee* (or *ghee* received as gift, say) is recorded against “*ghee*” but that of home-

made *ghee* against “milk: liquid”; consumption of purchased *muri* is recorded against “*muri*” but that of home-made *muri* against “rice”; consumption of purchased pickles is recorded against “pickles” but that of home-made pickles against “salt”, “mango”, “chilli”, etc.

5.5.5.3 It follows from the above that **source codes 2 (consumption from home-grown stock only), 3 (consumption from both purchase and home-grown stock) and 4 (consumption from free collection) are not permissible for items of Block 5 such as *chira*, *muri*, curd, *ghee*, butter, ice-cream, etc.**, which are created by processing of other items of Block 5 (rice, milk, etc.).

5.5.5.4 Some home-made items such as pickles and *ghee* may be stored in the home for a number of months before they are consumed. Data collection on consumption during any particular month becomes difficult in such cases. *For simplicity of data collection, therefore, the ingredients may be regarded as consumed at the moment when they are used up in the process of preparation of the final food product. This applies to all items of Block 5 which may be prepared in the home from other Block 5 items. It follows that home-made items such as *ghee* and pickles, if received by the sample household as gift from the household which prepared the item, and subsequently consumed, should not be accounted as consumption of the sample household. This procedure is a departure from the consumption approach otherwise followed for food items.*

5.5.6 **Imputation of value:** The method of imputing values of items which are consumed but not purchased has been given in paragraph 5.0.3.

5.5.7 It may be mentioned that for all the items in block 5, the quantity reported to have been actually consumed is to be recorded. However, normal day-to-day wastage like thrown-away cooked food will not be excluded from the quantity of consumption. Similarly, for recording quantities, loss due to normal cleaning, peeling, etc. will be ignored. But the quantity of impure item, like husk mixed with rice, will be netted out while recording quantity of rice consumed, while no adjustment will be made in value of rice consumption. For example, if the weight of a mixture of rice and husk originally weighing 10 kg becomes only 8 kg after its cleaning, etc., the quantity of rice consumed is to be recorded as 8 kg only. The value of rice, however, will be considered to remain unchanged. On the other hand, an item which is not brought into the consumption process will not be treated as consumed. For example, suppose that 10 kg of rice is purchased for consumption at Rs.100, out of which, 5 kg is either stolen, or damaged by insects, infection, etc., or eaten by rats, and the remaining 5 kg is consumed. Then the quantity of consumption will be 5 kg and the value of consumption, Rs.50.

5.5.8 **Items 101 and 102: rice:** Rice will mean the grain obtained after husking and cleaning paddy.

5.5.9 **Items 103-106:** Rice products like *chira*, *khoi*, *lawa*, *muri*, rice powder, etc. which are obtained by splitting, frying, powdering, parching of the grain are covered by these items. However, if such products (e.g. *muri*) are made from rice in the home, their consumption will be recorded against “rice” (item 101 or 102) and not against the rice product (here, *muri*). Food preparations out of rice viz., pastries, cakes, sweets, etc., should not be considered as rice products. These items will be put under the appropriate item of the food group “beverages, refreshments and processed food”, unless they are prepared at home, in which case consumption will be accounted against the ingredients (rice, sugar, etc.). Rice purchased in the form of ‘cooked rice’ (not cooked meal) will also be treated as processed food and will be



recorded against item 308 (other processed food).

**5.5.10 Items 107 and 108: wheat/atta:** This will mean wheat in its whole grain form, broken wheat (not powdered) and also atta used for food preparation.

**5.5.11 Items 110-114: Maida** is wheat flour, that is, wheat in its powdered form (which is purchased as “*maida*”), will be included under item 110 (*maida*). Other wheat products will either be accounted against the specific listed items or against item 114 (other wheat products). It may be noted that while consumption of bakery bread will be recorded against item 113, those for other wheat preparation like biscuits, cakes, etc., will be accounted for in food group: beverages, etc. (items 290 to 308).

**5.5.12 Items 115-123:** This series of items has been provided for recording details of consumption of jowar, bajra, maize, barley, small millets, ragi and other cereals. Each of these items will include their products also. Cornflakes (item 118) will include pop-corn also. *Sattu* prepared by frying and powdering of barley will be included against item 120 (barley and products). Like food preparations out of rice, food preparations of these cereals will be recorded against appropriate items of food group: beverages, etc.

**5.5.13 Item 129: cereal: sub-total:** This is a sub-total item. The sum of all the cereal items will be obtained for columns (3) and (4) and recorded in the respective columns of this line. In other words, the entry will be the sum of the entries recorded in that column against each of the constituent items (cereals and cereal products). Similarly, all other sub-total items will be derived.

**5.5.14 Item 139: cereal substitutes (tapioca, jackfruit seed, etc.):** Cereals are usually a person's staple food. But sometimes by choice or due to scarcity, a person may not consume much of cereals or may consume no cereal at all. The food requirement is partially or wholly met in such cases by consumption of food items which could be treated as substitutes for cereals. Tapioca, for example, is consumed in some parts of the country as a substitute for cereals. Similarly, jackfruit seed, *mahua*, etc. are also consumed as substitute for cereals. Potato or sweet potato consumed as substitutes for cereals will not however be shown here. These will be recorded under the vegetables group. Sometimes mixed cereal flour, like *idli* flour, which is a mixture of cereals, pulses and also of spices, is purchased and consumed. In such a case if the proportion of different constituents of the mixture is not known and/or might be difficult to obtain, the quantity and value of it will be recorded against the major constituent item of the mixed cereal flour.

**5.5.15 Item 151: gram products:** This relates to items like *sattu* obtained by frying and powdering of gram (whole grain). However, *besan* made out of gram will not be considered here. Instead, it will be recorded against item 152 (*besan*).

**5.5.16 Items 160-167: milk and milk products:** These items relate to milk: liquid, baby food, and products of milk obtained on transforming milk by heating, churning milk or adding chemicals like acid drops or fermenting agent, in the form of *ghee*, butter, curd (*dahi*), casein (*chhana*), buttermilk, etc. Sweetmeats like ‘*sandesh*’, ‘*rasagolla*’, ‘*pera*’, etc. prepared at home out of milk purchased or home-produced will not be treated as milk products and hence will not be accounted against these items. In case a household prepares these sweetmeats from liquid milk, its consumption will be recorded against milk: liquid (item 160) and against other constituent items of the preparations. Similarly, when milk products like *ghee*, butter, curd, etc.

are obtained from liquid milk by the household and consumed, consumption will be recorded against milk: liquid and not against the particular milk product. For example, suppose a household purchased 30 litres of milk, out of which 15 litres was converted into curd and consumed. In this case the entire amount of 30 litres will be shown against “milk: liquid” only. But if the curd is purchased from the market and consumed by the household, the quantity and value will be recorded against “curd”.

5.5.17 **Item 160: milk: liquid:** This will mean milk as directly obtained from cow, buffalo, goat or any other livestock. Milk sold in bottle or polypack will also be treated as ‘milk: liquid’. The unit of quantity for “milk: liquid” is ‘litre’. Readily drinkable flavoured and bottled milk should be considered as “milk: liquid” and should also be recorded against this item. Milk transformed into curd, casein, ghee, etc. during the reference period for the purpose of household consumption should also be included in this item even if the milk products are not actually consumed during the reference period (a departure from the consumption approach) The same procedure will be followed even if the milk product is intended to be gifted to some other household.

5.5.18 **Item 161: baby food:** This relates to such baby food the principal constituent of which is milk e.g. Lactogen, Milk Care, Amulspray, etc. Other foods meant for babies like Farex, Cerelac, etc. whose principal constituent is not milk will not be accounted here. Such items should be recorded against ‘other processed food’ (item 308).

5.5.19 **Item 166: ice-cream:** Ice-cream for which major component is milk will be included against this item. Ice with syrup but without milk sold in the villages as ice-cream will not be included against this item. Instead, it will be accounted against item 297 (other beverages).

5.5.20 **Items 170 to 176: edible oil:** Oils such as mustard oil, groundnut oil, etc. will be considered as “edible oil” when they are used in cooking. The same oils, when used for toilet purpose, will not be accounted against any of these items in this block, but will be recorded against item 453 (hair oil, shampoo, hair cream) or item 457 (other toilet articles) of Block 10. Two new items “sunflower/soyabean oil” (174) and “rice bran oil” (175) have been introduced in the edible oil sub-group in view of the fact that the use of such oils in cooking is increasing.

5.5.21 Some edible oils, such as groundnut oil, etc., are sold in the market after refining the raw oil obtained by crushing the seeds by some chemical process of neutralisation, bleaching and decolourisation. No distinction will be made between raw and refined oils.

5.5.22 **Item 222: other vegetables:** This includes green fruits like mango, watermelon, etc. consumed after preparing processed food besides the vegetables listed in the schedule.

5.5.23 **Item 248: other fresh fruits:** This will include all fresh fruits which are not listed in the schedule. It will also include sugarcane consumed like fruits.

5.5.24 **Item 261: sugar – other sources:** This will include khandsari.

5.5.25 **Item 279: salt:** This will include all edible salt, whether iodised or not.

5.5.26 **Items 280 - 288: spices:** There are a large variety of spices which are generally used in food preparations. Of these items, turmeric and chillies are most commonly used. Items not listed here are mostly purchased in the villages as mixed spice and it may be difficult to collect

information on expenditure and consumption of each individual item of spices. For such spices item 288 (other spices) has been provided.

5.5.27 **Item 294: mineral water:** The term “mineral water” will be understood to mean all packaged drinking water regardless of its mineral content. Purchase of ice, which, in the previous round had been clubbed with this item, may be recorded in Block 10 against item 473.

5.5.28 **Item 295: cold beverages: bottled/canned:** This includes cold drinks like *Thums Up*, *Pepsi*, *Coca-Cola*, *Frooti*, etc. The unit of quantity, both for this item and for item 296 (fruit juice and shake), is ‘litre’.

5.5.29 **Item 297: other beverages (cocoa, etc.)** will include soda water, but not packaged drinking water (“mineral water”), which will be recorded against item 294.

5.5.30 **Item 298: chocolate, lozenge, etc. and sugar substitutes:** This item will include confectionery such as chocolate, toffee and lozenges, and sugar substitutes such as saccharine and sugar-free cubes.

5.5.31 **Item 300: biscuits, cake, pastry, etc:** This will include all types of biscuits, as well as cake and pastry. **The unit for quantity of cake and pastry is kg**, not “no.”.

5.5.32 **Items 302 and 303: cooked meals:** The following rules will be followed. In some respects, they differ from the procedures followed earlier. Note that the term “cooked meals” here does not refer to food cooked in the sample household or in any other household. Such food is always accounted against the ingredients in the household where it is cooked.

5.5.33 **Item 302: cooked meals received as assistance or payment:** Entries (number and imputed value of cooked meals) will be recorded against this item in the following situations:

- There are factories and offices which have their own canteen providing meals to the employees. Consumption of meals from the canteen by the employees of such institutions, if these are received free of cost, will be considered as perquisites, and their number and imputed value will be recorded in the employee households against **item 302**. This is a departure from the instructions of earlier rounds.
- For inmates of hostels where meals are provided free of cost by the Government or other organization which runs the hostel, the cost of meals will be imputed at local prices and recorded against **item 302** in the students’ (single-member) households. This again is a departure from the instructions of earlier rounds.
- Number and imputed value of cooked meals received as Government assistance (e.g under the Midday Meal scheme) will be recorded against **item 302**. This again is a departure from the instructions of earlier rounds.

5.5.34 **Item 303: cooked meals purchased:** For cooked meals purchased from market, i.e., from hotel, restaurant, canteen, catering agency, etc., entry will be made against **item 303** in the household which purchased the cooked meals, which might have been consumed by household members, guests and other persons. This is a departure from the “use approach” followed for food generally. However, if such meals are served to employees of an enterprise operated by the household, they will be regarded as means of payment for services rendered by the employees, and according to the procedure given in paragraph 5.0.1.5, will be considered as consumption of the employees’ households against **item 302**.

5.5.35 **Items 305 to 307: pickles, sauce, jam, jelly:** Pickles (305), sauce (306) and jam/jelly (307) may be purchased or prepared at home. The usual ingredients approach will be followed for accounting of home-made jam, pickles, etc. (see paragraph 5.5.5.2). However, in a departure from the usual consumption approach for food, consumption of the ingredients (e.g., sugar) of a home-made item such as pickles will be considered as taking place at the moment the ingredients are used up in preparing the food product (e.g., pickles) and not at the time when the food product is actually eaten or ingested (see paragraph 5.5.5.4).

5.5.36 **Item 308: other processed food:** Items like purchased snacks or tiffin, food packets, chow mein, soup powder, etc. which have not been covered under items 298-307 will be recorded against this item.

5.5.37 **Item 312: supari:** *Supari* (betelnuts) in various forms is available in the market. These are fresh *supari*, sundried *supari*, fermented *supari*, boiled and coloured *supari* and scented *supari*. *Supari* consumed in any of the forms will be accounted for against this item.

5.5.38 **Item 315: other ingredients for pan:** All other ingredients excepting items 312-314, used for preparing *pan*, should be included in this item. But tobacco, *zarda*, *surti*, *kimam*, etc. which are also consumed with *pan* should not be included. Provision for them has been made in the tobacco group. However, products such as “Pan Parag” (*pan masala*) will be included in this item.

5.5.39 **Item 321: cigarettes:** Cigarette paper and tobacco are sometimes purchased separately for making cigarettes. In such cases value to be recorded would be the value of tobacco plus the value of paper taken together. The corresponding entry in quantity column will be in terms of number of cigarettes actually made and consumed. Sometimes ganja is consumed in the form of cigarettes. Such cigarettes will be considered under item 330: ganja.

5.5.40 **Item 322: leaf tobacco:** This will include all leaf tobacco consumed during the reference period in any form. Tobacco leaf burnt and powdered for brushing teeth will also be included against this item.

5.5.41 **Item 330: ganja:** This will also include ganja consumed in the form of cigarettes.

5.5.42 **Item 332: country liquor:** This will exclude country liquor prepared at home from its ingredients and consumed. Consumption entries will be made against the ingredients.

5.5.43 **Item 335: other intoxicants:** This will include drugs used for intoxication but exclude drugs used for medicinal purposes.

5.6.0.0 **Block 6: Consumption of fuel for cooking, lighting and other purposes excluding conveyance during the last 30 days:** This block will record information on consumption of fuel for cooking, lighting and other household purposes with the exception of conveyance during the 30 days prior to the date of survey. The columns are similar to those of Block 5.

5.6.0.1 The word “fuel” applied to a substance means that the substance is used for energy. Note that some items such as petrol and kerosene may be used for cleaning as well as for energy. In this block, only the part used for energy, excluding use in vehicles, will be recorded.

The amount of petrol, kerosene, etc. used in vehicles will be reported in the conveyance sub-group of Block 10. The amount used for cleaning purposes may be entered in item 473 of the “household consumables” sub-group of Block 10.

**5.6.1 Item 342: electricity:** The consumption will include meter rent and surcharge for electricity also. Quantity in “standard units” (kwh) actually consumed during the reference period is to be ascertained as far as possible. Usually, the household will be able to report the monthly expenditure accurately but not the number of units. Note that all commodities *purchased* by the household, including electricity, are to be valued at the purchase price. This means that the entry in the value column will be the expenditure actually incurred, if it is a case of purchase. (“Hooking” is not purchase.) Two common special cases of purchase are discussed below:

- (a) Sometimes a fixed amount is charged from the household every month by the electricity board or supply agency, assuming an average consumption level which the agency calculates in some manner using past information, or otherwise. For example, the bill every month may show consumption as 50 units and charges as Rs.150. In this case the entry in the value column will be Rs.150. As for quantity, if the household knows that its consumption during the last 30 days was about 80 units and not 50, then 80 will be recorded. On the other hand, if it has absolutely no idea of the number of units consumed, then 50 may be recorded.
- (b) Sometimes the meter is shared with the landlord and the landlord charges a fixed amount X every month from the sample household. This is a case of purchase of electricity from the landlord. Here X will be recorded in the value column and the number of units actually consumed will be ascertained as far as possible and recorded in the quantity column. If the household has absolutely no idea of the quantity then it may be assumed that the landlord is charging at the same rate as the electricity board or supply agency. This rate should then be ascertained and used to calculate the quantity consumed.

**5.6.1.1 Hooking:** In case of “hooking”, the quantity will have to be approximately ascertained and recorded. Value of this quantity will be imputed at the local price, that is, the price that would have been charged if the connection had been legal.

**5.6.1.2 Generation of electricity:** For a household to which electricity is supplied by some person or agency generating electricity by means of a generator or solar power charged battery, the charges will be shown against item 342: electricity. But if the household generates its own electricity using a diesel generator or solar battery, then the fuel charges will be shown, respectively, against “diesel” and “other fuel”. Charges for repair and maintenance of such generator or battery will be shown against item 601 (other cooking/ household appliances), column 7 (cost of materials and services for construction and repair).

**5.6.2 Item 348: LPG:** Usually a fixed quantity of liquefied petroleum gas (LPG) is filled in a gas cylinder and supplied for domestic consumption. To find out the value of consumption of LPG during the reference period, the number of days normally taken by the household to use up one full cylinder of gas will have to be first ascertained. Suppose the price of a cylinder of gas is Rs. ‘V’ and the household usually consumes one full cylinder in ‘D’ days. Then the value of gas consumed during the last 30 days will be calculated as  $(V \times 30)/D$  and rounded off to the nearest whole number of rupees. However, caution money deposited for getting a gas cylinder should not be considered as consumer expenditure and should not be recorded in this schedule.

**5.6.3 Item 352: gobar gas:** The value of gobar gas is to be imputed on the basis of value of inputs used for manufacturing gobar gas.

5.6.4 **Item 353: petrol (litre) and item 354: diesel (litre):** These items have been newly introduced in view of the growing importance of data on energy use. Petrol, diesel, etc. used for generating electricity for lighting, fans, etc., will be recorded here, but not fuel used for one's vehicle.

5.6.5 **Item 355: other fuel:** This will include any other item used *as fuel* for cooking, lighting or other household purposes. It will include fuel used for *puja*, etc., but not fuel used for one's vehicle.

5.7.0 **Block 7: Consumption expenditure on clothing, bedding, etc. during the last 365 days:** In this block, information on quantity and value of consumption of all items of clothing will be collected. The information in this block is required to be collected for a reference period of last 365 days.

5.7.1 For items of clothing, bedding and footwear, consumption of an item is said to occur when it is first used. Consumption is accounted in the household of the person who is the first user.

5.7.2 An exception is made in case of second-hand purchase of clothing and footwear. Second-hand purchase of clothing or footwear occurs when an item of clothing is purchased by a household after it has been used by another household, without alteration. When such a purchase occurs, we say that consumption (out of second-hand purchase) has occurred *at the moment of purchase*. That is, in case of second-hand purchase, the use approach is not followed; in other words, whether the purchased item has been used or not after purchase is not relevant.

5.7.3 Entries regarding consumption of clothing items will be the total of consumption out of purchase, out of home produce, out of transfer receipts such as gift, charity, and out of receipts in exchange of goods or services, etc. Care should, however, be taken to exclude purchases made on account of household productive enterprises.

5.7.4 Clothing purchased first-hand will be reported against items 360 to 373. In case of second-hand purchase, the total value of clothing purchased second-hand will be recorded against item 374.

5.7.5 Imported second-hand ready-made garments will be treated not as second-hand but as first-hand purchase and as such will be included against item 368. Livery supplied by the employer will be taken into account even if used during duty hours only.

5.7.6 **Columns (1) and (2):** In these two columns, description and code of the clothing items are printed in the block. The unit of quantity for an item, as shown within brackets after the name of the item in the list, is printed in the schedule itself. To understand the way decimal places of quantities are recorded, refer to paragraph 5.5.3 in the instructions relating to Block 5.

5.7.7 **Columns (3) and (4): quantity and value:** These columns relate to the consumption by the household during the reference period. Column (3) relates to the quantity of total consumption and column (4) to the corresponding value.

5.7.8 Consumption of clothing out of home production during the reference period will be

evaluated at the producer's price. But consumption of clothing items made out of transfer receipts and receipts in exchange of goods and services will be evaluated at the retail price prevailing in the local market.

5.7.9 For 'ready-made' garments, the unit of quantity will be "number". But if a household prepares a garment out of cloth purchased, then the item of consumption will be recorded as "cloth" and the quantity will be recorded in 'metres'. When any garment is sewn at home by a household member, its value will be equal to the value of cloth only. No labour charges for sewing of the garment need be included unless the sample household itself is running a tailoring shop. In case the household does have such a shop and a garment is sewn there, the value of cloth will be recorded against item 362 or 363 and the tailoring charge will be shown against item 486 of Block 10. Similarly, for a quilt made at home of which the materials (viz., cloth, stuffing, cotton, thread, etc.) were purchased, the quantity and value of the materials used will be shown against the respective items. The service charge paid to a hired person for making the quilt will be entered as tailoring charge against item 486 in Block 10.

5.7.10 **Item 360: dhoti** and **Item 361: saree:** The quantity will be recorded in "number" for these two items.

5.7.11 **Item 374: clothing (second-hand):** All second-hand clothing items, like dhoti, saree, ready-made garments, etc., purchased and brought into first use will be recorded against this item.

5.7.12 **Item 384: mosquito net:** Cloth purchased for making mosquito nets will also be included here.

5.8.0 **Block 8: Consumption of footwear during the last 365 days:** While filling in this block on purchase and consumption of footwear, the general instructions given for filling in the block on clothing will be followed. The quantity (number of pairs) and value (Rs.) to be recorded are to be entered in whole number only. The reference period is 365 days. All footwear purchased second-hand during this period will be recorded against "footwear: second-hand" (item 395).

- Note:**
1. If materials are purchased and footwear is got made by a cobbler, the cost of footwear will be imputed as the cost of raw materials plus service charges paid to the cobbler.
  2. If a one-legged person purchases or gets made only one shoe, quantity will be taken as one pair.
  3. Plastic footwear will be included against item 393: rubber/PVC footwear.
  4. Straps for slippers will not be included in this block. Such items will be included in Block 10 (item 473: other petty articles).

5.9.0.0 **Blocks 9, 10 and 11** relate to education and medical care, miscellaneous goods and services, and durable goods. All three blocks are governed by the expenditure approach. The expenditure approach says that consumption of these items takes place when expenditure is incurred on the item (good or service). The household incurring the expenditure is the consuming household, regardless of whether the item is used by the household or not.

5.9.0.1 When a household H obtains an item as gift or charity, or by free collection, no

expenditure is incurred by the household H on the item.

5.9.0.2 When a household W obtains an item as perquisite from the employer, or as payment in kind from a household or enterprise for services rendered by W, then W is considered to incur an expenditure on the item received as perquisite or payment in kind. The value of the item at local retail prices is considered to be the amount of expenditure incurred by W. Examples are accommodation, newspapers and telephone services provided free to employees by employers, and any expenses on domestic account, such as medical expenses, that are reimbursed by employers. Leave Travel Concession (LTC) is another example of perquisites.

5.9.0.3 **Credit purchase:** In case of credit purchase of any item of Blocks 9, 10 or 11, the actual expenditure made during the reference period will be recorded. If any payment is made during the reference period for any credit purchase made earlier, then that amount will also be included. If the household makes a lumpsum payment against the credit purchase of several items, apportionment will be made for each of the items in proportion to their value.

5.9.0.4 When a household H acquires an item through cash purchase, the time of incurring expenditure is clear. In case of payment by cheque or through a credit card, the household is considered to incur expenditure at the moment when the cheque is handed over (or sent by post) or the credit card is presented to the seller as means of payment. If the seller agrees to accept payment in instalments, it is called hire purchase. In case of hire purchase, only the payment made to the seller during the reference period is regarded as the expenditure incurred. Note that in case of purchase (e.g. of a car) fully financed by a loan from some person or enterprise other than the seller, where full payment is made to the seller, the entire sale value of the commodity (the principal borrowed to make the payment to the seller) is considered to be the expenditure incurred by the household. This expenditure (payment to the seller) takes place *before* the durable comes into the buyer's possession, not after. On the other hand, the repayment of the loan in instalments to the financier goes on for several months or years. The repayment of the loan to the financier is not relevant in recording consumer expenditure.

5.9.1 **Block 9: Expenditure on education and medical (institutional) goods and services during the last 365 days:** In this block, information will be collected on educational and institutional medical expenses incurred during the **last 365 days** preceding the date of survey. The institutional category will include payments made for goods and services availed of *as an inpatient* in both private as well as Government medical institutions like nursing homes, hospitals, etc. All other medical expenses will be treated under non-institutional category and will be recorded separately in Block 10. The *amount of medical insurance premium paid by the household during the last 365 days* is to be recorded under item 410. This item has been placed *in Block 9* to avoid errors in use of reference period, although such expenditure is not incurred as in-patient of a medical institution. The amount of premium will not, however, be used to compute household consumer expenditure.

5.9.2 **Columns (1) and (2):** Item descriptions and codes are printed in these two columns.

5.9.3 **Column (3): value (Rs ):** The amount of expenditure incurred on an item during the reference period of **365 days preceding the date of enquiry** will be recorded in this column. Expenditure will include both cash and kind.

5.9.4 **Items 400-406: education:** This is meant for recording expenses incurred in connection



with education. It will include expenditure on goods purchased for the purpose of education, viz., books and journals, newspapers, paper, pencil, etc. It also includes fees paid to educational institutions (e.g., schools, colleges, universities, etc.) on account of tuition and other fees like game fees, library fees, development fees, etc. and payment to private tutors. Occasional payments to the school fund made on account of charities provided for indigent students are true donations and will not be included here as these are regarded as transfer payments. But all compulsory payments collected by educational institutions at the time of admission or along with the regular fees are regarded as part of the price paid for education and included in “education”, even if termed “donations” by the institution collecting them. It may be noted that all kinds of books, magazines, journals, etc. including novels and other fiction will be covered under item 400. Expenditure on computer training, internet (exclusive of telephone charges); fees for music, dancing, swimming schools etc; schools for typing, short-hands etc; and training in physiotherapy, nursing etc. will be covered under item 406: other educational expenses.

5.9.5 Money sent to a son or daughter studying away from the parents’ household is a remittance made by the parent household and should not be recorded in the parents’ household even if the details of how the money is spent are known fully by the parents. In addition, from this round, tuition fees for a child staying in a hostel, even if paid directly by the parents (or guardians) to the educational institution, are not to be recorded in the parents’ household. They are to be recorded in the student’s household. Suitable questions should be put to the household to ascertain if the educational expenditure reported by it includes any expenditure (made on a regular basis) on tuition fees of a non-household member, so that such expenditure can be excluded. This is a departure from the expenditure approach generally followed for education.

5.9.6 **Items 410-428: medical (institutional and non-institutional):** This includes expenditure on medicines of different types and on medical goods; also, payments made to doctor, nurse, etc., on account of professional fees and those made to hospital, nursing home, etc. for medical treatment. Item 427 (family planning appliances) will include IUD (intra-uterine device), oral pills, condoms, diaphragm, spermicide (jelly, cream, foam tablet), etc. Expenditure incurred for clinical tests, X-ray, etc. will be recorded against items 412 or 425 (X-ray, ECG, pathological test, etc.). For Central government employees receiving medicines and medical services from CGHS dispensaries, only the monthly contribution made will be recorded. If, however, some medicine or service is purchased from outside during the reference period, the expenditure, even if reimbursed, is to be included. The distinction between institutional and non-institutional medical expenses, as mentioned in paragraph 5.9.1 above, lies in whether the expenses were incurred on medical treatment as an in-patient of a medical institution or otherwise. The item “medical insurance premium” (item 410) is to be recorded with a reference period of 365 days. It has been placed in Block 9 although such expenditure is not incurred as in-patient of a medical institution. Expenditure incurred on MTP (medical termination of pregnancy) may be recorded against item 415 or 428 depending on whether hospitalisation is necessary for MTP or not. Hiring charges for ambulance may likewise be recorded against item 415 or 428. However, transport expenses other than hiring charges of ambulance will be considered as travelling expenses and not as medical expenses.

5.9.7 It was mentioned in paragraph 5.9.1 that the amount of medical insurance premium will be recorded against item 410, but not used to compute household consumer expenditure. On the other hand, when an insurance company makes a payment to the sample household (or directly to a hospital under the “cashless” system) in settlement of a claim made by the household for medical reimbursement, the amount is to be shown as medical expenditure of the

household against items 411 to 415. In other words, the value of medical goods and services on which expenditure is incurred will be recorded in Block 9 or Block 10, EITHER

- if incurred by the household itself, whether or not reimbursed by employer or insurance company, OR
- if paid by the employer or by the insurance company directly to the hospital.

**5.10.0 Block 10: Expenditure on miscellaneous goods and services including medical (non-institutional), rents and taxes during the last 30 days:** In this block, information will be collected on the expenditure for purchase of miscellaneous goods and services during the last 30 days prior to the date of survey. If some goods are purchased for gift or transfer, it is to be accounted against the payer household and not against the recipient household.

**5.10.1 Column (3): value (Rs.):** The amount of expenditure incurred on an item during the reference period of **30 days preceding the date of enquiry** will be recorded in this column. As in Block 9, expenditure will include both cash and kind.

**5.10.2 Items 420-428: medical (non-institutional):** As in the previous round, expenditure on medicine will be collected separately for five different types of medicines: allopathic (420), homeopathic (421), *ayurvedic* (422), *unani* (423) and other (424). It may be noted that in the rural areas, doctors often charge a consolidated amount for consultation plus the medicines which they give to the patient. In such cases, the total amount will be recorded against the relevant item among items 420 to 424.

**5.10.3 Item 427: family planning appliances:** This will also include various contraceptives including tablets such as Mala-D, Mala-N, etc.

**5.10.4 Items 430-438: entertainment:** This stands for entertainment and sports. Here consumption is represented by purchase of entertainment services or articles catering to entertainment. It is possible that on the occasion of attending sports or cinema/video show some expenditure is incurred on travelling and conveyance and/or on refreshment. Such expenditure will be excluded from this item group and will come under appropriate items reserved elsewhere in the schedule. Expenditure incurred on processing, developing, etc., of photographic film will be shown against item 435. Expenses incurred for hiring of video cassette/VCR/VCP will be recorded against item 436. But the expenditure incurred for viewing a video show will be recorded against item 430 (cinema, theatre). For item 433 (club fees) the last payment made divided by the number of months for which the amount was paid will be noted. But in case of payment of fees for lifetime membership, the entire amount paid for such membership during the reference period of 30 days will be recorded against this item. Expenses incurred on subscription to dish antenna, cable TV facilities, etc. will be included in item 437.

**5.10.5 Item 457: other toilet articles:** This will include cooler perfume, body perfume, room perfume, etc.

**5.10.6 Item 467: washing soap/soda:** This will include washing soap in cake form, powdered form and also in liquid form (detergent powder is also to be reported) and washing soda.

**5.10.7 Item 468: other washing requisites:** It includes brushes, utensil cleaners, steel wool, etc.

5.10.8 **Item 480: insurance premium: other:** Expenditure incurred during the last 30 days on non-life insurance premium other than medical insurance premium will be entered against this item.

5.10.9 **Item 481: domestic servant/ cook:** Wages paid to domestic servant/cook may be recorded against this item. It will include the value of both cash and kind payment. (This is a departure from instructions given in earlier rounds.) However, meals prepared in the household and consumed by a domestic servant will be accounted against the ingredients and will not be shown separately as payment to domestic servant/ cook against item 481. *Entries against items used as means of payment* (kind payment) to a domestic servant/ cook, such as clothing and miscellaneous goods, will be made in the household of the domestic servant/ cook and not in the employer household.

5.10.10 **Item 482: attendant:** This item is meant for recording the expenditure incurred on persons engaged by the household to look after an ailing member, or a child, or an aged person in the household. However, medical services rendered by a nurse, even if performed within the household, will be recorded against item 428 (other medical expenses). In case a person's duties include those usually performed by domestic servants as well as those of an attendant, the payment made to him/ her may be recorded against item 482.

5.10.11 **Item 484: barber, beautician, etc.:** The actual expenditure incurred for availing of the services of barber, beautician, etc. will be considered as the consumer expenditure of the household. Expenditure both in cash and in kind will be taken into account. In the villages the barber charges might be paid in kind annually. In such cases, if the payment in kind for the year is made during the reference month, the entire payment is to be evaluated at the local retail price and accounted for. On the other hand, if no payment was made during the reference month then no expenditure should be recorded.

**Note:** If a sample household is running a barber's shop and a member of that household has availed himself of the service then the barber charges will be imputed at the prevailing rate and recorded against item 484.

5.10.12 **Item 488/490: telephone charges:** Telephone charges are to be recorded separately for landline phones and mobiles. For domestically installed telephones, the telephone bill last cleared divided by the period in months for which it was charged (i.e., monthly average payable) will be considered as the expenditure to be recorded even if the expenditure was not incurred during the reference period of 30 days. Cases of new telephone connections for which no bill has been paid till the date of survey may be ignored. Bills paid periodically as charges for mobile telephone calls will be treated similarly. Security deposit made for the installation of telephone connection is excluded. However, installation charges paid to the telephone department like labour charges, cost of wire, etc. will be included under this item. In addition, expenditure incurred during the reference period of last 30 days for making telephone calls from STD/PCO booth or others' telephones will be accounted against this item. Expenditure incurred on the purchase of mobile phone (instrument) will not be included in this item. Instead, it will be included against item 633 of block 11.

5.10.13 **Item 492: miscellaneous expenses:** This item will include expenses such as application fees for employment, etc., subscriptions to societies and similar organisations, and generally, expenditure on any other 'miscellaneous' items relevant to the block and not

provided in the list of items. If water is purchased through tanker, porter, etc., the expenditure incurred will also be recorded here. It will also include e-mail charges, fax charges, photocopying charges, etc.

**5.10.14 Item 494: legal expenses:** This will include charges like lawyer's fees, legal and court fees, etc.

**5.10.15 Item 495: repair charges for non-durables:** This will include service charges paid to artisans for repairing any item of miscellaneous goods not used for productive purposes but used as items of domestic consumption.

**5.10.16 Item 496: pet animals (incl. birds, fish):** This item will include expenditure incurred for purchase and maintenance of pet animals. Pet animals include cats, dogs, rabbits, monkeys, mongoose, birds, fish, etc., but not farm animals or poultry. Maintenance expenses will include cost of feed, treatment expenses, etc.

**5.10.17 Item 497: other consumer services excluding conveyance:** All other consumer services excluding conveyance will be reported here. Examples are: (i) the services of driver, coachman, cleaner, cobbler, blacksmith, unskilled labourers, etc., (ii) commission paid to the broker for purchase or sale of second-hand car/scooter etc., (iii) reconnection charge for electric/telephone line.

**5.10.18 Items 500-513: conveyance:** Expenditure incurred on account of journeys undertaken and/or transportation of goods made by airways, railways, bus, tram, steamer, motor car (or taxi), motor-cycle, auto-rickshaw, bicycle, rickshaw (hand-drawn and cycle) horse carriage, bullock cart, hand-cart, porter or any other means of conveyance will be recorded against the respective items of conveyance. The expenditure will be the actual fare paid. Expenditure on journeys undertaken by household members as part of official tours will not be considered as consumer expenditure of the household. But journeys to commute to and from place of work are to be included here. The expenditure incurred on journeys undertaken under LTC, etc., even if reimbursed, is to be included. In case of owned conveyance, the cost of petrol and diesel are to be shown against items 508 and 510 respectively, and cost of all other fuels (including CNG) and lubricants against item 511. Expenses for animal feed for animal-drawn carriage used for domestic purposes will be recorded under item 513. For item 501 (railway fare), season tickets valid for more than a month will be treated differently from other railway fare expenditure. Value of season tickets valid for more than a month and held during the reference period by a household member, will be divided by the number of months covered by the ticket to get the amount to be recorded. For all other railway fare expenditure, the amount actually paid during the reference period will be recorded.

**5.10.19 Item 502: bus/tram fare:** This includes expenditure incurred by the members of the household during the reference period in a public/private/government bus/tram in the capacity of individual passenger. If a bus is hired by the sample household for transportation of guests, the hiring charges will not be included against this item; instead they will be accounted against item 513 (other conveyance expenses).

**5.10.20** The expenditure incurred on any form of conveyance used during the reference period partly for household enterprise and partly for domestic purposes will be apportioned on the basis of the number of kilometres travelled for each type of use. In case the information on distance travelled is not available, the apportionment will be done on the basis of duration of use, say, number of hours

or days used for enterprise and domestic purposes. In case information on actual number of days engaged in enterprise or in domestic use is also not available, it will be done on the basis of 'normal use'. The word 'normal' refers to a period beyond the reference period.

**5.10.21 Item 520: house rent, garage rent (actual):** This item consists of rent for residential building and garage rent for private vehicle(s) of the household. Amount last paid divided by the number of months for which the payment was made will be recorded here. The procedure laid down for recording payment of telephone charges is also applicable to other starred items of this block. The rent for government quarters will be the amount of house rent allowance (HRA) per month not paid to (i.e., forfeited by) the employee plus the license fee deducted per month from the salary for the quarters. The same procedure will be followed for imputation of house rent if the employer is a private sector firm; here it will be necessary to rely on the judgement of the informant regarding the amount of salary he is forfeiting by staying in a accommodation provided by the employer. If some amount of money was paid by the household as advance at the time of hiring the house, only that part of the advance which is being deducted every month plus the actual amount paid every month towards rent, will be the amount to be recorded as house rent. *Salami/ pugree* will not be considered anywhere in the schedule.

**5.10.22** Money sent to a dependant forming a different household from the sender's household is a remittance and should not be recorded in the sender's household even if the details of how the money is spent are known fully by the sender. In addition, from this round, rent paid regularly for a dependant who is a non-household member is not to be recorded in the payer household even if paid directly to the landlord (or to the hostel authorities, in case of a student living in a hostel). Such expenditure is to be recorded in the household of the person using the accommodation (e.g., in case of a student in a hostel, charges for accommodation are to be recorded against item 520 in the student household). Suitable questions should be put to the sample household to ascertain if the rent expenditure reported by it includes any expenditure on rent for the dwelling a non-household member, so that such expenditure can be excluded. This is a departure from the expenditure approach followed for miscellaneous goods and services generally. It follows that for a household living in a rented dwelling (code 2 in item 8, Block 3), the entry in Block 10, item 520, should be positive.

**5.10.23 Item 521: hotel lodging charges:** The lodging charges paid by any household member for staying in a hotel, etc. will be recorded under this item. Expenditure on hotel stay during official tours covered by travelling allowance paid by the employer is excluded.

**5.10.24 Item 522: other consumer rent:** Hiring charges for consumer goods like furniture, electric fans, crockery, utensils and charges for decoration on ceremonial occasions are to be recorded here. If any item is hired on monthly/quarterly/annual basis then the amount of last payment on such goods divided by the number of months for which the payment was made will be taken into account. Note that hiring of a vendor cart by the sample household to run an enterprise will be excluded. But monthly maintenance charges payable to co-operative societies, etc. will be included in this item.

**5.10.25 Item 539: house rent, garage rent (imputed – urban only):** This item will be filled in for urban households residing in a house which is either owned or otherwise occupied (excluding accommodation provided by the employer) by the household, without paying any rent. Otherwise a dash (-) may be recorded. Rent of the house/garage will be imputed on the basis of prevailing rate of rent for similar accommodation in the locality or surrounding areas. A household may occupy a dwelling unit which is neither owned, nor hired in. In such cases

also the imputed rent will be recorded.

**5.10.26 Item 540: water charges:** Water charges last paid to the municipality or other local bodies divided by the number of months for which the amount was paid may be recorded against this item. If water is purchased through tanker, etc., the expenditure incurred will not be recorded here - even if the water is solely used for household consumption - but against item 492: miscellaneous expenses.

**5.10.27 Item 541: other consumer taxes & cesses:** This item is for recording the expenditure on taxes and cesses paid by the household as a domestic consumer. Only taxes and cesses which are considered to be levied on the household as a consumer unit are included. Road cess, *chowkidari* tax, municipal rates are some examples. Consumer licence fees will also be included. Examples are fees paid for possession of firearms, vehicles, etc. Sometimes, while purchasing a new vehicle, road tax for whole life of the vehicle is paid. In such cases, the proportionate tax for the reference period is to be calculated by dividing the life tax last paid with the life of the vehicle in months. The life may be taken as per norm decided by the local transport authority or 15 years (180 months), in case it is not otherwise ascertained. For taxes and cesses paid on monthly/quarterly/annual/quinquennial basis, the entry will be the amount last paid divided by the number of months for which it was paid.

**Note:** Professional tax and income tax are not part of consumer expenditure.

**5.11.0 Block 11: Expenditure for purchase and construction (including repair and maintenance) of durable goods for domestic use during the last 365 days:** Information on expenditure incurred for purchase and cost of raw materials and services for construction and repairs of durable goods for domestic use will be collected in this block for the last 365 days. Expenditure will include both cash and kind. Purchase will include both first-hand and second-hand purchase and will be recorded in separate columns of this block. A purchase will qualify for consideration in this block only if some expenditure – whether in cash or kind or both - is incurred towards the purchase during the reference period. Expenditure incurred on purchase of durable goods for gifts or transfer is to be included in the giver household and not against the recipient household. In case of credit purchase or hire-purchase of any item of this block, the actual expenditure made during the reference period will be recorded (see paragraphs 5.9.0.3 and 5.9.0.4). Expenditure on each item in this block will also be recorded in whole number of rupees. The following points may be noted:

1. The time at which the item purchased comes into the possession of the household is not relevant. If the sample household incurred some expenditure on purchase of an asset during the reference period, then the expenditure incurred will be *accounted* in this block even if the household has not yet received it till the date of survey. Likewise, suppose a sample household acquired an asset (durable goods) during the reference period and it is in possession of the household but no payment has been made during the reference period. Such purchases are to be *excluded*.
2. Purchases made by the household during the reference period using a credit card will be included.
3. Suppose an asset purchased during the reference period for domestic use, had been sold out during the reference period. Such a purchase will also be *accounted*.

**5.11.1 Columns (1) and (2):** The three-digit code of the items and the names of the items are already printed in these columns of the block.

**5.11.2 Column (3): number in use on the date of survey:** The number in use on the date of survey of each item of durable goods will be entered in this column. The number in use is the number possessed, excluding any item which is unusable and not likely to be repaired. It will include those items which may not be in use temporarily but are likely to be put into use after repair/necessary servicing. New items which are yet to be used will be *included* in “number in use”. For certain items the entry cell has been shaded in this column; this means that column (3) need not be filled in.

**5.11.3 Column (4): no. purchased (first-hand):** The number of each item of durable goods purchased (first-hand) for which some expenditure has been incurred during the reference period will be recorded in this column.

**5.11.4 Column (5): whether hire purchased (first-hand):** If an item of durable goods is purchased on instalment payment and the expenditure made on it during the reference period consists of one or more such instalment payments, code 1 will be recorded in this column. Otherwise i.e., when durable goods are purchased and entire amount is paid during the reference period, code 2 will be recorded in this column.

**Note:** If more than one of a particular item are purchased during the reference period and some of them are purchased on hire-purchase basis and the remaining are purchased outright, then code 1 will be recorded in this column.

**5.11.5 Column (6): value (first-hand purchase):** Value of first-hand purchase during the reference period will be entered in this column. The total amount paid during the reference period will be recorded here.

**5.11.6 Column (7): cost of raw materials and services for construction and repair:** This column is for recording expenditure on materials and services for construction, assemblage, repair and maintenance of all durable goods - first-hand as well as second-hand. Value of durable goods constructed will comprise value of raw materials, services and/or labour charges and any other charges. The total value of raw materials, services and labour charges will be recorded in this block. Here, expenditure incurred towards repair and maintenance of items purchased second-hand will also be accounted.

**Note:** 1. The purchase value of a consumer durable constructed or repaired by an artisan for his/her domestic use will be the aggregate of the purchase value of the raw material components used and imputed value of his/her services for its construction/repairs.

2. If an article is repaired during the reference period by one of the sample household members then the repair charges will be imputed and recorded against the appropriate item only if the household member is a professional for that repairing job.

**5.11.7 Column (8): no. purchased (second-hand purchase):** The number of each item of second-hand durable goods purchased during the reference period will be recorded in this column. An imported item of durables, even if second-hand, will be treated as first-hand purchase and information will be recorded against the relevant columns.

**5.11.8 Column (9): value (second-hand purchase):** Value of second-hand purchase during the reference period will be entered in this column.

**5.11.9 Columns (10): total expenditure:** It is the sum of value of first-hand purchase, cost of raw materials and services for construction and repair and value of the second-hand purchase.

In other words, it means column (10) = column (6) + column (7) + column (9).

5.11.10 **Item 550: bedstead:** This is usually called a “cot” in India. It is the wooden or metal structure on which the mattress or bedding of a bed rests. Its surface may be made of coir rope or nylon. The item will include folding cots but not baby cots or perambulators.

5.11.11 **Item 551: almirah, dressing table:** Full-size wardrobes will be included against this item.

5.11.12 **Item 554: foam, rubber cushion:** Only foam cushions are to be included and not cushions made of cotton, coir, etc. The latter will come under “pillow, quilt, mattress” in Block 7 (item 382).

5.11.13 **Item 555: carpet, daree and other floor mattings:** This will include carpet, *daree* and other floor mattings which are more or less fixed in position. Doormats, mats used as single-person seats, and other small mats will not be included here. They will come under “mats and matting” (Block 7).

5.11.14 **Item 557: other furniture & fixtures (couch, sofa, etc.):** Waist-high (usually wooden) almirahs will be included under this item. Kitchen cupboards (free-standing) and complete sofa-sets will also be included.

5.11.15 **Item 560: radio:** This includes transistor radios.

5.11.16 **Item 567: other goods for recreation:** Sports goods and toys are not to be included here but under item 432 in Block 10. This item will include dish antenna, video games, etc.

5.11.17 **Item 570: gold ornaments:** If gold ornaments are purchased in exchange of gold and some amount of cash, only the cash payment made will be taken into account. But if they are purchased in lieu of cash or cash and kind (other than gold), the total value of cash/cash and kind will be accounted.

**Note:** For many durables such as TV, refrigerator, etc., “exchange offers” are frequently availed of by households whereby the household, by giving an old, used durable such as an old TV set to a company, receives a new durable at a price lower than the market price. For such transactions the household’s expenditure will be recorded as the market price (not the reduced price) of the new durable, the expenditure being understood as incurred partly in cash and partly in kind. Note that the approach followed for gold ornaments purchased in exchange of some gold and some cash, as set out in the previous paragraph, is a special case which is not treated in the same way as these exchange offers.

5.11.18 **Item 592: lantern, lamp, electric lampshade:** This will exclude electric lamp.

5.11.19 **Item 593: sewing machine:** Machines used mainly for household enterprise purposes will not be included here.

5.11.20 **Item 598: water purifier:** This item will include “Aquaguard”-type (filtration-cum-ultra-violet radiation) purifiers as well as the older “filter candle” type (filtration only). It will also include resin-based purifiers.



5.11.21 **Item 600: electric iron, heater, toaster, oven & other electric heating appliances:** Geysers will be included here.

5.11.22 **Item 601: other cooking/household appliances:** This will include ice-cream maker, mixer-grinder, juicer, microwave oven, vacuum cleaner, electric appliance for filtering water, etc.

5.11.23 **Item 613: tyres & tubes:** This will include all those tyres and tubes which are purchased for replacement in vehicles. If repair is made only for tyres and tubes then the expenditure incurred on repair will be taken into account against this item in column (7). But, if repair of tyres and tubes is carried out along with other repairs of the vehicle then the expenditure will be accounted in column (7) against the corresponding listed item.

5.11.24 **Item 614: other transport equipment:** Livestock animals like horses and bullocks used for transportation, and conveyance such as horse cab, bullock cart, etc., when used exclusively for non-productive domestic purposes, will be included against this item. Maintenance for these livestock animals will be accounted in column (7). If these animals and conveyances are used both for household enterprise and for domestic use, only the part ascribable to the latter purpose will be considered for recording the value of purchase. Purchase of animals will always be recorded under "first-hand purchase".

5.11.25 **Item 642: residential building and land (cost of repair only):** It should be noted that the purchase of residential building and land, whether first-hand or second-hand, should not be entered in this block. The total expenditure incurred by the household towards repairs and maintenance of dwelling unit (only) during the reference period would be entered against this item.

5.11.26 **Sub-total items 559, 569, 579, 589, 609, 619, 629, 639, 649:** Expenditure made on purchase and construction and repair of durable goods for domestic use during the reference period will be entered against these items. The entry against each sub-total item in each of columns (6), (7), (9), and (10) will be derived by adding the entries in the column against the corresponding constituent items.

5.11.27 **Item 659: durable goods: total:** Total expenditure for purchase, construction and repairs of household durable goods will be recorded against this item. The totals in each of columns (6), (7), (9), and (10) against this item will be derived by adding all the entries against the sub-total items of the block in the column.

5.12.0 **Block 12: Summary of consumer expenditure (serial numbers 1 to 34):** This block is meant to derive the value of per capita consumption expenditure for a period of 30 days. Most entries in this block are transfer entries from blocks 5 to 11. References for transfer are provided in columns (3) to (5). For some items, namely, clothing, bedding etc., footwear, education, medical (institutional) and durable goods, information has been collected for a reference period of 365 days. This information will be recorded in column (7). Figures under column (7) will be added against serial number 33. This figure will again be converted to a 30-days'-equivalent figure by multiplying by  $(30/365)$ , and the product recorded in column (6) against serial number 34. For items having reference period of 30 days, information will be recorded in column (6).

5.12.1 **Serial number 35: total monthly expenditure:** It is the sum of the entries made

against serial numbers 1 to 34, column (6), of this block.

5.12.2 **Serial number 36: household size:** This is to be copied from item 1 in Block 3.

5.12.3 **Serial number 37: monthly per capita expenditure:** It is to be obtained by dividing the entry made against serial number 35, column (6), by that against serial number 36, column (6), of this block (i.e. total monthly expenditure  $\div$  household size). The quotient of the division will be recorded in rupees in two places of decimal.

5.13.0 **Block 13: Remarks by investigator/ senior investigator:** Any remark which is considered necessary for explaining any peculiarity in the consumption pattern of the household or any other characteristic of the household will be noted here. Such remarks will help understanding the entries made in different blocks of the schedule, especially when any entry is very high or very low.

5.14.0 **Block 14: Comments of supervisory officer(s):** The supervisory officers should note their views on any aspect relating to the household and on any observed peculiarity in the consumption pattern of the household.

## APPENDIX - I

### LIST OF FOD SUB-REGIONS

regional office		sub-regional office			name of district & code			state/u.t. name & code	
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
1.	Cuddapah (281)	1.	Cuddapah	2810	1.	Cuddapah	20	Andhra Pradesh (28)	
					2.	Chittoor	23		
					3.	Anantapur	22		
					4.	Guntur	17		
					5.	Kurnool	21		
					6.	Prakasam	18		
					7.	Nellore	19		
2.	Hyderabad (282)	6.	Hyderabad	2820	8.	Hyderabad	05	Andhra Pradesh (28)	
					9.	Rangareddi	06		
					10.	Mahbubnagar	07		
					11.	Nalgonda	08		
					12.	Karimnagar	03		
					13.	Medak	04		
					14.	Adilabad	01		
					15.	Nizamabad	02		
					16.	Warangal	09		
			17.	Khammam	10				
3.	Vijayawada (283)	10.	Vijayawada	2830	18.	West Godavari	15	Andhra Pradesh (28)	
					19.	Krishna	16		
					20.	East Godavari	14		
					21.	Yanam	01		Pondicherry (34)
					22.	Srikakulam	11		Andhra Pradesh (28)
			23.	Vizianagaram	12				
			24.	Visakhapatnam	13				
4.	Guwahati (181)	13.	Guwahati	1810	25.	Kokrajhar	01	Assam (18)	
					26.	Dhubri	02		
					27.	Goalpara	03		
					28.	Bongaigaon	04		
					29.	Barpeta	05		
					30.	Kamrup	06		
					31.	Nalbari	07		
					32.	Karbi Anglong	19		
					33.	North Cachar Hills	20		
					34.	Cachar	21		
					35.	Karimganj	22		
					36.	Hailakandi	23		
				14.	Silchar	1811			

regional office		sub-regional office			name of district & code			state/u.t. name & code	
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
5.	Dibrugarh (182)	15.	Dibrugarh	1820	37.	Tinsukia	14	Assam (18)	
					38.	Dibrugarh	15		
		16.	Jorhat	1821	39.	Marigaon	09		
					40.	Nagaon	10		
					41.	Sibsagar	16		
					42.	Jorhat	17		
					43.	Golaghat	18		
		17.	Tezpur	1822	44.	Darrang	08		
					45.	Sonitpur	11		
					46.	Lakhimpur	12		
					47.	Dhemaji	13		
6.	Muzaffarpur	18.	Muzaffarpur	1010	48.	Sheohar	03		Bihar (10)
					49.	Sitamarhi	04		
					50.	Muzaffarpur	14		
					51.	Saran	17		
					52.	Vaishali	18		
		19.	Darbhanga	1011	53.	Madhubani	05		
					54.	Darbhanga	13		
					55.	Samastipur	19		
					56.	Begusarai	20		
		20.	Motihari	1012	57.	Champan(W)	01		
					58.	Champan(E)	02		
					59.	Gopalganj	15		
					60.	Siwan	16		
		21.	Purnia	1013	61.	Supaul	06		
					62.	Araria	07		
					63.	Kishanganj	08		
					64.	Purnia	09		
					65.	Katihar	10		
					66.	Madhepura	11		
					67.	Saharsa	12		
					68.	Khagaria	21		
7.	Patna (102)	22.	Patna	1020	69.	Nalanda	27	Bihar (10)	
					70.	Patna	28		
					71.	Bhojpur	29		
					72.	Buxar	30		
					73.	Kaimur (Bhabua)	31		
					74.	Rohtas	32		
		23.	Bhagalpur	1021	75.	Bhagalpur	22		
					76.	Banka	23		
					77.	Munger	24		
					78.	Lakhisarai	25		
					79.	Sheikhpura	26		
					80.	Jamui	37		

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
7.	Patna (102)	24.	Gaya	1022	81.	Jehanabad	33	Bihar
					82.	Aurangabad	34	(10)
					83.	Gaya	35	
					84.	Nawada	36	
8.	Raipur (221)	25.	Raipur	2210	85.	Raipur	11	Chhattisgarh
					86.	Mahasamund	12	(22)
					87.	Dhamtari	13	
					88.	Kanker	14	
					89.	Bastar	15	
					90.	Dantewada	16	
		26.	Ambikapur	2211	91.	Koriya	01	
					92.	Surguja	02	
					93.	Jashpur	03	
					94.	Raigarh	04	
		27.	Bilaspur	2212	95.	Korba	05	
					96.	Janjgir-Champa	06	
					97.	Bilaspur	07	
		28.	Durg	2213	98.	Kawardha	08	
					99.	Rajnandgaon	09	
					100.	Durg	10	
9.	Ahmedabad (241)	29.	Ahmedabad	2410	101.	Gandhinagar	06	Gujarat
					102.	Ahmedabad	07	(24)
		30.	Bhavnagar	2411	103.	Amreli	13	
					104.	Bhavnagar	14	
					105.	Diu	01	Daman & Diu
								(25)
		31.	Jamnagar	2412	106.	Jamnagar	10	Gujarat
					107.	Porbandar	11	(24)
		32.	Rajkot	2413	108.	Rajkot	09	
					109.	Junagadh	12	
		33.	Surendranaga	2414	110.	Kachchh	01	
					111.	Surendranagar	08	
10.	Baroda (242)	34.	Baroda	2420	112.	Panch Mahals	17	Gujarat
					113.	Dohad	18	(24)
					114.	Vadodara	19	
					115.	Narmada	20	
					116.	Bharuch	21	
		35.	Mahesana	2421	117.	Bans Kantha	02	
					118.	Patan	03	
					119.	Mahesana	04	
		36.	Nadiad	2422	120.	Sabar Kantha	05	
					121.	Anand	15	
					122.	Kheda	16	

regional office		sub-regional office			name of district & code			state/u.t. name & code		
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)		
10.	Baroda (242)	37.	Surat	2423	123.	Surat	22	Gujarat (24)		
					124.	The Dangs	23			
		38.	Valsad	2424	125.	Navsari	24			
					126.	Valsad	25			
					127.	Daman	02		Daman & Diu (25)	
					128.	D & N Haveli	01		D & N Haveli (26)	
11.	Chandigarh (061)	39.	Chandigarh	0610	129.	Chandigarh	01	Chandigarh (04)		
					40.	Ambala	0611		130.	Panchkula
		131.	Ambala	02						
		132.	Yamunanagar	03						
		133.	Kurukshetra	04						
		134.	Kaithal	05						
		135.	Bhiwani	13						
		41.	Bhiwani	0612	136.	Mahendragarh	16			
					137.	Rewari	17			
					138.	Fatehabad	10			
		42.	Hisar	0613	139.	Sirsa	11			
					140.	Hisar	12			
					43.	Karnal	0614	141.	Karnal	06
								142.	Panipat	07
		44.	Rohtak	0615	143.	Sonipat	08			
					144.	Jind	09			
					145.	Rohtak	14			
					146.	Jhajjar	15			
147.	Gurgaon				18					
148.	Faridabad				19					
12.	Shimla (021)	45.	Shimla	0210	149.	Solan	09	Himachal Pradesh (02)		
					150.	Sirmaur	10			
					151.	Shimla	11			
					152.	Kinnaur	12			
		46.	Bilaspur	0211	153.	Hamirpur	06			
					154.	Una	07			
					155.	Bilaspur	08			
		47.	Dharamshala	0212	156.	Chamba	01			
					157.	Kangra	02			
		48.	Mandi	0213	158.	Lahul & Spiti	03			
159.	Kullu				04					
160.	Mandi				05					
13.	Jammu (011)				49.	Jammu	0110	161.	Punch	11
		162.	Rajauri	12						
		163.	Jammu	13						
		164.	Kathua	14						

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
13.	Jammu (011)	50.	Udhampur	0111	165.	Doda	09	
					166.	Udhampur	10	
14.	Srinagar (012)	51.	Srinagar	0120	167.	Srinagar	03	Jammu &
					168.	Badgam	04	Kashmir
					169.	Leh* (Ladakh)	07	(01)
					170.	Kargil*	08	
		52.	Anantnag	0121	171.	Pulwama	05	
					172.	Anantnag	06	
		53.	Baramula	0122	173.	Kupwara	01	
					174.	Baramula	02	
15.	Ranchi (201)	54.	Ranchi	2010	175.	Garhwa	01	Jharkhand
					176.	Palamu	02	(20)
					177.	Ranchi	14	
					178.	Lohardaga	15	
					179.	Gumla	16	
		55.	Dumka	2011	180.	Deoghar	07	
					181.	Godda	08	
					182.	Sahibganj	09	
					183.	Pakaur	10	
					184.	Dumka	11	
		56.	Hazaribag	2012	185.	Chatra	03	
					186.	Hazaribag	04	
					187.	Kodarma	05	
					188.	Giridih	06	
					189.	Dhanbad	12	
					190.	Bokaro	13	
		57.	Jamshedpur	2013	191.	Singhbhum(W)	17	
					192.	Singhbhum (E)	18	
16.	Bangalore (291)	58.	Bangalore	2910	193.	Tumkur	18	Karnataka
					194.	Kolar	19	(29)
					195.	Bangalore	20	
					196.	Bangalore (Rural)	21	
		59.	Mangalore	2911	197.	Udupi	16	
					198.	Dakshina Kannada	24	
		60.	Mysore	2912	199.	Mandya	22	
					200.	Kodagu	25	
					201.	Mysore	26	
					202.	Chamarajanagar	27	
		61.	Shimoga	2913	203.	Shimoga	15	
					204.	Chikmagalur	17	
					205.	Hassan	23	

\* Not yet covered by NSS

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
17.	Hubli (292)	62.	Hubli	2920	206.	Gadag	08	Karnataka (29)
					207.	Dharwad	09	
					208.	Uttara Kannada	10	
					209.	Haveri	11	
					210.	Belgaum	01	
					211.	Bagalkot	02	
		63.	Belgaum	2921	212.	Bijapur	03	
					213.	Raichur	06	
					214.	Koppal	07	
					215.	Bellary	12	
					216.	Chitradurga	13	
					217.	Davanagere	14	
		64.	Bellary	2922	218.	Gulbarga	04	
					219.	Bidar	05	
					220.	North Goa	01	Goa (30)
		65.	Gulbarga	2923	221.	South Goa	02	
					222.	Wayanad	03	
					223.	Kozhikode	04	
		67.	Kozhikode	3210	224.	Malappuram	05	
					225.	Mahe	03	Pondicherry (34)
					226.	Kasaragod	01	
227.	Kannur				02			
228.	Palakkad				06			
68.	Kannur	3211	229.	Thrissur	07			
			229.	Thrissur	07			
19.	Thiruvananthapuram(322)	71.	Thiruvananthapuram	3220	230.	Thiruvananthapuram	14	Kerala (32)
					231.	Ernakulam	08	
		72.	Kochi	3221	232.	Lakshadweep	01	Lakshadweep (31)
					233.	Alappuzha	11	
		73.	Kollam	3222	234.	Pathanamthitta	12	Kerala (32)
					235.	Kollam	13	
		74.	Kottayam	3223	236.	Idukki	09	
					237.	Kottayam	10	
20.	Bhopal (231)	75.	Bhopal	2310	238.	Vidisha	31	Madhya Pradesh (23)
					239.	Bhopal	32	
					240.	Sehore	33	
					241.	Raisen	34	
					242.	Betul	35	
		76.	Chhindwara	2311	243.	Harda	36	
					244.	Hoshangabad	37	
					245.	Chhindwara	43	
					246.	Balaghat	45	



regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
20.	Bhopal (231)	77.	Khandwa	2312	247.	W. Nimar (Khargaoan)	27	Madhya Pradesh (23)
					248.	Barwani	28	
					249.	E. Nimar (Khandwa)	29	
		78.	Indore	2313	250.	Dhar	25	
					251.	Indore	26	
21.	Gwalior (232)	79.	Gwalior	2320	252.	Sheopur	01	Madhya Pradesh (23)
					253.	Morena	02	
					254.	Bhind	03	
					255.	Gwalior	04	
					256.	Datia	05	
		80.	Ratlam	2321	257.	Neemuch	18	
					258.	Mandsaur	19	
					259.	Ratlam	20	
					260.	Jhabua	24	
		81.	Shivpuri	2322	261.	Shivpuri	06	
					262.	Guna	07	
					263.	Tikamgarh	08	
					264.	Chhatarpur	09	
		82.	Ujjain	2323	265.	Ujjain	21	
					266.	Shajapur	22	
					267.	Dewas	23	
					268.	Rajgarh	30	
22.	Jabalpur (233)	83.	Jabalpur	2330	269.	Katni	38	Madhya Pradesh (23)
					270.	Jabalpur	39	
					271.	Dindori	41	
					272.	Mandla	42	
		84.	Rewa	2331	273.	Panna	10	
					274.	Satna	13	
					275.	Rewa	14	
					276.	Umaria	15	
					277.	Shahdol	16	
					278.	Sidhi	17	
		85.	Sagar	2332	279.	Sagar	11	
					280.	Damoh	12	
					281.	Narsimhapur	40	
					282.	Seoni	44	
23.	Aurangabad	86.	Aurangabad	2710	283.	Jalna	18	Maharashtra (27)
					284.	Aurangabad	19	
					285.	Bid	27	
		87.	Jalgaon	2711	286.	Nandurbar	01	
					287.	Dhule	02	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					288.	Jalgaon	03	
23.	Aurangabad	88.	Nanded	2712	289.	Nanded	15	Maharashtra
					290.	Hingoli	16	(27)
					291.	Parbhani	17	
					292.	Latur	28	
		89.	Nashik	2713	293.	Nashik	20	
24.	Mumbai (272)	90.	Mumbai	2720	294.	Mumbai Suburban	22	Maharashtra
					295.	Mumbai	23	(27)
		91.	Thane	2721	296.	Thane	21	
					297.	Raigarh	24	
25.	Nagpur (273)	92.	Nagpur	2730	298.	Wardha	08	Maharashtra
					299.	Nagpur	09	(27)
					300.	Bhandara	10	
					301.	Gondiya	11	
					302.	Gadchiroli	12	
					303.	Chandrapur	13	
		93.	Akola	2731	304.	Buldana	04	
					305.	Akola	05	
					306.	Washim	06	
		94.	Amravati	2732	307.	Amravati	07	
					308.	Yavatmal	14	
26.	Pune (274)	95.	Pune	2740	309.	Pune	25	Maharashtra
					310.	Ahmadnagar	26	(27)
					311.	Satara	31	
					312.	Ratnagiri	32	
		96.	Kolhapur	2741	313.	Sindhudurg	33	
					314.	Kolhapur	34	
					315.	Sangli	35	
		97.	Solapur	2742	316.	Osmanabad	29	
					317.	Solapur	30	
27.	Shillong (171)	98.	Shillong	1710	318.	West Khasi Hills	04	Meghalaya
					319.	Ri Bhoi	05	(17)
					320.	East Khasi Hills	06	
					321.	Jaintia Hills	07	
		99.	Tura	1711	322.	West Garo Hills	01	
					323.	East Garo Hills	02	
					324.	South Garo Hills	03	
		100.	Agartala	1712	325.	West Tripura	01	Tripura
					326.	South Tripura	02	(16)
					327.	Dhalai	03	
					328.	North Tripura	04	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
28.	Kohima (131)	101.	Kohima	1310	329.	Mon	01	Nagaland (13)
					330.	Tuensang	02	
					331.	Mokokchung	03	
					332.	Zunheboto	04	
					333.	Wokha	05	
					334.	Dimapur	06	
					335.	Kohima	07	
					336.	Phek	08	
					337.	Senapati	01	
		102.	Imphal	1311	338.	Tamenglong	02	
					339.	Churachandpur	03	
					340.	Bishnupur	04	
					341.	Thoubal	05	
					342.	Imphal West	06	
					343.	Imphal East	07	
29.	Bhubaneswar (211)	103.	Bhubaneswar	2110	346.	Nayagarh	16	Orissa (21)
					347.	Khordha	17	
					348.	Puri	18	
		104.	Baripada	2111	349.	Kendujhar	06	
					350.	Mayurbhanj	07	
					351.	Baleswar	08	
		105.	Berhampur	2112	352.	Ganjam	19	
					353.	Gajapati	20	
					354.	Kandhamal	21	
					355.	Baudh	22	
					356.	Bhadrak	09	
		106.	Cuttack	2113	357.	Kendrapara	10	
					358.	Jagatsinghapur	11	
					359.	Cuttack	12	
					360.	Jajapur	13	
361.	Dhenkanal				14			
362.	Anugul				15			
30.	Sambalpur (212)				107.	Sambalpur	2120	363.
		364.	Jharsuguda	02				
		365.	Sambalpur	03				
		366.	Debagarh	04				
		367.	Sundargarh	05				
		368.	Sonapur	23				
		369.	Balangir	24				

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
30.	Sambalpur (212)	108.	Bhawanipatna	2121	370.	Nuapada	25	Orissa (21)
					371.	Kalahandi	26	
					372.	Rayagada	27	
					373.	Nabarangapur	28	
					374.	Koraput	29	
					375.	Malkangiri	30	
31.	Jalandhar (031)	109.	Jalandhar	0310	376.	Kapurthala	03	Punjab (03)
					377.	Jalandhar	04	
					378.	Nawanshahr	06	
					379.	Amritsar	02	
					380.	Moga	10	
					381.	Firozpur	11	
					382.	Muktsar	12	
					383.	Faridkot	13	
					384.	Gurdaspur	01	
					385.	Hoshiarpur	05	
					112.	Hoshiarpur	0313	
32.	Ludhiana (032)	113.	Ludhiana	0320	386.	Rupnagar	07	Punjab (03)
					387.	Ludhiana	09	
					388.	Bathinda	14	
					389.	Mansa	15	
					390.	Fatehgarh Sahib	08	
					391.	Sangrur	16	
					392.	Patiala	17	
33.	Ajmer (081)	116.	Ajmer	0810	393.	Nagaur	14	Rajasthan (08)
					394.	Ajmer	21	
					395.	Bhilwara	24	
					396.	Jodhpur	15	
					397.	Jaisalmer	16	
					398.	Barmer	17	
					399.	Jalor	18	
		400.	Pali	20				
		117.	Jodhpur	0811	401.	Sirohi	19	
					402.	Rajsamand	25	
					403.	Udaipur	26	
					404.	Dungarpur	27	
					405.	Banswara	28	
					406.	Chittaurgarh	29	
407.	Churu				04			
34.	Jaipur (082)	119.	Jaipur	0820	408.	Jhunjhunun	05	Rajasthan (08)
					409.	Dausa	11	
					410.	Jaipur	12	
					411.	Sikar	13	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					412.	Tonk	22	
34.	Jaipur (082)	120.	Alwar	0821	413.	Alwar	06	Rajasthan
					414.	Bharatpur	07	(08)
					415.	Dhaulpur	08	
		121.	Ganganagar	0822	416.	Ganganagar	01	
					417.	Hanumangarh	02	
					418.	Bikaner	03	
		122.	Kota	0823	419.	Karauli	09	
					420.	Sawai Madhopur	10	
					421.	Bundi	23	
					422.	Kota	30	
					423.	Baran	31	
					424.	Jhalawar	32	
35.	Gangtok (111)	123.	Gangtok	1110	425.	North (Mongam)	01	Sikkim
					426.	West (Gyalshing)	02	(11)
					427.	South (Nimachai)	03	
					428.	East (Gangtok)	04	
36.	Coimbatore (331)	124.	Coimbatore	3310	429.	The Nilgiris	11	Tamil Nadu
					430.	Erode	10	(33)
					431.	Coimbatore	12	
		125.	Dharmapuri	3311	432.	Dharmapuri	05	
		126.	Salem	3312	433.	Salem	08	
					434.	Namakkal	09	
		127.	Tiruchirappall	3313	435.	Karur	14	
					436.	Tiruchirappalli	15	
					437.	Perambalur	16	
					438.	Ariyalur	17	
					439.	Pudukkottai	22	
37.	Chennai (332)	128.	Chennai	3320	440.	Thiruvallur	01	Tamil Nadu
					441.	Chennai	02	(33)
					442.	Kancheepuram	03	
		129.	Cuddalore	3321	443.	Viluppuram	07	
					444.	Cuddalore	18	
		130.	Vellore	3322	445.	Vellore	04	
					446.	Tiruvanamalai	06	
		131.	Pondicherry	3323	447.	Pondicherry	02	Pondicherry
					448.	Karaikal	04	(34)
38.	Madurai (333)	132.	Madurai	3330	449.	Dindigul	13	Tamil Nadu
					450.	Madurai	24	(33)
					451.	Theni	25	
		133.	Thanjavur	3331	452.	Nagapattinam	19	
					453.	Thiruvarur	20	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					454.	Thanjavur	21	
38.	Madurai (333)	134.	Tirunelveli	3332	455.	Toothukudi	28	Tamil Nadu
					456.	Tirunelveli	29	(33)
					457.	Kanniyakumari	30	
		135.	Virudhunagar	3333	458.	Sivaganga	23	
					459.	Virudhunagar	26	
					460.	Ramanathapuram	27	
39.	Dehradun (051)	136.	Dehradun	0510	461.	Uttarkashi	01	Uttaranchal
					462.	Tehri Garhwal	04	(05)
					463.	Dehradun	05	
					464.	Garhwal	06	
					465.	Hardwar	13	
		137.	Almora	0511	466.	Chamoli	02	
					467.	Rudraprayag	03	
					468.	Pithoragarh	07	
					469.	Bageshwar	08	
					470.	Almora	09	
					471.	Champawat	10	
					472.	Nainital	11	
					473.	U. Singh Nagar	12	
40.	Agra (091)	138.	Agra	0910	474.	Mathura	14	Uttar Pradesh
					475.	Agra	15	(09)
					476.	Firozabad	16	
					477.	Mainpuri	18	
					478.	Farrukhabad	29	
					479.	Kannauj	30	
					480.	Etawah	31	
					481.	Auraiya	32	
		139.	Aligarh	0911	482.	Bulandshahr	11	
					483.	Aligarh	12	
					484.	Hathras	13	
					485.	Etah	17	
		140.	Meerut	0912	486.	Meerut	07	
					487.	Baghpat	08	
					488.	Ghaziabad	09	
					489.	G. Buddha Nagar	10	
41.	Allahabad (092)	141.	Allahabad	0920	490.	Pratapgarh	43	Uttar Pradesh
					491.	Kaushambi	44	(09)
					492.	Allahabad	45	
		142.	Azamgarh	0921	493.	Azamgarh	61	
					494.	Mau	62	
					495.	Ballia	63	
					496.	Jaunpur	64	

regional office		sub-regional office			name of district & code			state/u.t. name & code			
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)			
41.	Allahabad (092)	143.	Faizabad	0922	497.	Faizabad	47	Uttar Pradesh (09)			
					498.	Ambedkar Nag.	48				
					499.	Sultanpur	49				
					500.	Siddharthnagar	54				
					501.	Basti	55				
					502.	S. Kabir Nagar	56				
		144.	Gorakhpur	0923	503.	Maharajganj	57				
					504.	Gorakhpur	58				
					505.	Kushinagar	59				
					506.	Deoria	60				
					507.	Ghazipur	65				
					508.	Chandauli	66				
145.	Varanasi	0924	509.	Varanasi	67						
			510.	S. R. Nagar Bhadohi	68						
			511.	Mirzapur	69						
			512.	Sonbhadra	70						
			42.	Bareilly (093)	146.	Bareilly	0930	513.	Budaun	19	Uttar Pradesh (09)
								514.	Bareilly	20	
515.	Pilibhit	21									
516.	Shahjahanpur	22									
147.	Moradabad	0931						517.	Bijnor	03	
								518.	Moradabad	04	
					519.	Rampur	05				
					520.	J. Phule Nagar	06				
					148.	Sitapur	0932	521.	Kheri	23	
								522.	Sitapur	24	
523.	Hardoi	25									
149.	Saharanpur	0933						524.	Saharanpur	01	
			525.	Muzaffarnagar				02			
			43.	Lucknow (094)				150.	Lucknow	0940	526.
					527.	Lucknow	27				
					528.	Barabanki	46				
					151.	Fatehpur	0941				529.
530.	Banda	40									
531.	Chitrakoot	41									
532.	Fatehpur	42									
152.	Gonda	0942						533.	Bahraich	50	
								534.	Shrawasti	51	
					535.	Balrampur	52				
					536.	Gonda	53				
					153.	Jhansi	0943	537.	Jalaun	35	
			538.	Jhansi				36			
539.	Lalitpur	37									

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					540.	Hamirpur	38	
					541.	Mahoba	39	
43.	Lucknow (094)	154.	Kanpur	0944	542.	Kanpur Dehat	33	Uttar Pradesh
					543.	Kanpur Nagar	34	(09)
44.	Barddhaman (191)	155.	Barddhaman	1910	544.	Barddhaman	09	West Bengal
		156.	Bankura	1911	545.	Bankura	13	(19)
					546.	Puruliya	14	
		157.	Chinsura	1912	547.	Nadia	10	
					548.	Hugli	12	
		158.	Medinipur	1913	549.	Medinipur	15	
45.	Kolkata (192)	159.	Kolkata	1920	550.	North 24-Parganas	11	West Bengal
					551.	Kolkata	17	(19)
					552.	South 24-Parganas	18	
		160.	Howrah	1921	553.	Howrah	16	
46.	Maldah (193)	161.	Maldah	1930	554.	Uttar Dinajpur	04	West Bengal
					555.	Dakshin Dinajpur	05	(19)
					556.	Maldah	06	
		162.	Barhampur	1931	557.	Murshidabad	07	
					558.	Birbhum	08	
		163.	Siliguri	1932	559.	Darjiling	01	
					560.	Jalpaiguri	02	
					561.	Koch Bihar	03	
47.	Port Blair (351)	164.	Port Blair	3510	562.	South Andaman	01	A & N Islands
					563.	Nicobars	02	(35)
					564.	North and Middle Andaman	03	
48.	Delhi (071)	165.	Delhi	0710	565.	North West	01	Delhi
					566.	North	02	(07)
					567.	North East	03	
					568.	East	04	
					569.	New Delhi	05	
					570.	Central	06	
					571.	West	07	
					572.	South West	08	
					573.	South	09	



## APPENDIX - II

### LIST OF NSS REGIONS AND THEIR COMPOSITION

sl. no.	state/u.t. (code)	SR	detailed composition of region				
			description	name of district	code	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	Andaman & Nicobar Islands (35)	351	Andaman & Nicobar Islands	South Andaman Nicobars	(01) (02)	North and Middle Andaman	(03)
2.	Andhra Pradesh (28)	281	Coastal Northern	Srikakulam Vizianagaram Visakhapatnam	(11) (12) (13)	East Godavari West Godavari	(14) (15)
3.		282	Coastal Southern	Krishna Guntur	(16) (17)	Prakasam Nellore	(18) (19)
4.		283	Inland North Western	Adilabad Nizamabad Medak	(01) (02) (04)	Hyderabad Rangareddi Mahbubnagar	(05) (06) (07)
5.		284	Inland North Eastern	Karimnagar Nalgonda	(03) (08)	Warangal Khammam	(09) (10)
6.		285	Inland Southern	Cuddapah Kurnool	(20) (21)	Anantapur Chittoor	(22) (23)
7.	Arunachal Pradesh (12)	121	Arunachal Pradesh	Tawang West Kameng East Kameng Papum Pare Lower Subansiri Upper Subansiri West Siang	(01) (02) (03) (04) (05) (06) (07)	East Siang Upper Siang Dibang Valley Lohit Changlang Tirap	(08) (09) (10) (11) (12) (13)
8.	Assam (18)	181	Plains Eastern	Lakhimpur Dhemaji Tinsukia Dibrugarh	(12) (13) (14) (15)	Sibsagar Jorhat Golaghat	(16) (17) (18)
9.		182	Plains Western	Kokrajhar Dhubri Goalpara Bongaigaon	(01) (02) (03) (04)	Barpeta Kamrup Nalbari	(05) (06) (07)
10.		183	Cachar Plain	Karbi Anglong North Cachar Hills Cachar	(19) (20) (21)	Karimganj Hailakandi	(22) (23)
11.		184	Central Brahmaputra Plains	Darrang Marigaon	(08) (09)	Nagaon Sonitpur	(10) (11)

sl. no.	state/u.t. (code)	SR	detailed composition of region				
			description	name of district	code	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
12.	Bihar (10)	101	Northern	Champaran(W)	(01)	Saharsa	(12)
				Champaran(E)	(02)	Darbhangha	(13)
				Sheohar	(03)	Muzaffarpur	(14)
				Sitamarhi	(04)	Gopalganj	(15)
				Madhubani	(05)	Siwan	(16)
				Supaul	(06)	Saran	(17)
				Araria	(07)	Vaishali	(18)
				Kishanganj	(08)	Samastipur	(19)
				Purnia	(09)	Begusarai	(20)
				Katihar	(10)	Khagaria	(21)
				Madhepura	(11)		
13.		102	Central	Bhagalpur	(22)	Buxar	(30)
				Banka	(23)	Kaimur (Bhabua)	(31)
				Munger	(24)	Rohtas	(32)
				Lakhisarai	(25)	Jehanabad	(33)
				Sheikhpura	(26)	Aurangabad	(34)
				Nalanda	(27)	Gaya	(35)
				Patna	(28)	Nawada	(36)
				Bhojpur	(29)	Jamui	(37)
14.	Chandigarh (04)	041	Chandigarh	Chandigarh	(01)		
15.	Chhattisgarh (22)	221	Northern Chhattisgarh	Koriya	(01)	Surguja	(02)
16.		222	Mahanadi Basin	Jashpur	(03)	Rajnandgaon	(09)
				Raigarh	(04)	Durg	(10)
				Korba	(05)	Raipur	(11)
				Janjgir-Champa	(06)	Mahasamund	(12)
				Bilaspur	(07)	Dhamtari	(13)
				Kawardha	(08)		
17.		223	Southern Chhattisgarh	Kanker	(14)	Dantewada	(16)
				Bastar	(15)		
18.	Dadra & Nagar Haveli (26)	261	Dadra & Nagar Haveli	Dadra & Nagar Haveli	(01)		
19.	Daman & Diu (25)	251	Daman & Diu	Diu	(01)	Daman	(02)
20.	Delhi (07)	071	Delhi	North West	(01)	Central	(06)
				North	(02)	West	(07)
				North East	(03)	South West	(08)
				East	(04)	South	(09)
				New Delhi	(05)		
21.	Goa (30)	301	Goa	North Goa	(01)	South Goa	(02)

sl. no.	state/u.t. (code)	SR	detailed composition of region				
			description	name of district	code	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
22.	Gujarat (24)	241	South	Panch Mahals	(17)	Surat	(22)
			Eastern	Dohad	(18)	The Dangs	(23)
				Vadodara	(19)	Navsari	(24)
				Narmada	(20)	Valsad	(25)
				Bharuch	(21)		
23.		242	Plains	Mahesana	(04)	Ahmedabad	(07)
			Northern	Sabar Kantha	(05)	Anand	(15)
				Gandhinagar	(06)	Kheda	(16)
24.		243	Dry areas	Bans Kantha	(02)	Patan	(03)
25.		244	Kachchh	Kachchh	(01)		
26.		245	Saurashtra	Surendranagar	(08)	Junagadh	(12)
				Rajkot	(09)	Amreli	(13)
				Jamnagar	(10)	Bhavnagar	(14)
				Porbandar	(11)		
27.	Haryana (06)	061	Eastern	Panchkula	(01)	Panipat	(07)
				Ambala	(02)	Sonipat	(08)
				Yamunanagar	(03)	Rohtak	(14)
				Kurukshetra	(04)	Jhajjar	(15)
				Kaithal	(05)	Gurgaon	(18)
				Karnal	(06)	Faridabad	(19)
28.		062	Western	Jind	(09)	Bhiwani	(13)
				Fatehabad	(10)	Mahendragarh	(16)
				Sirsa	(11)	Rewari	(17)
				Hisar	(12)		
29.	Himachal Pradesh (02)	021	Central	Kangra	(02)	Hamirpur	(06)
				Kullu	(04)	Una	(07)
				Mandi	(05)		
30.		022	Trans Himalayan & Southern	Chamba	(01)	Sirmaur	(10)
				Lahul & Spiti	(03)	Shimla	(11)
				Bilaspur	(08)	Kinnaur	(12)
				Solan	(09)		
31.	Jammu & Kashmir (01)	011	Mountainous	Jammu	(13)	Kathua	(14)
32.		012	Outer Hills	Doda	(09)	Punch	(11)
				Udhampur	(10)	Rajauri	(12)
33.		013	Jhelam Valley	Kupwara	(01)	Badgam	(04)
				Baramula	(02)	Pulwama	(05)
				Srinagar	(03)	Anantnag	(06)
34.		014	Ladakh	Leh* (Ladakh)	(07)	Kargil*	(08)

\* not yet covered by NSS

35. Jharkhand 201 Ranchi Garhwa (01) Gumla (16)

sl. no.	state/u.t. (code)	SR	detailed composition of region				
			description	name of district	code	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
	(20)		Plateau	Palamu	(02)	Singhbhum(W)	(17)
				Ranchi	(14)	Singhbhum (E)	(18)
				Lohardaga	(15)		
36.		202	Hazaribagh Plateau	Chatra	(03)	Sahibganj	(09)
				Hazaribag	(04)	Pakaur	(10)
				Kodarma	(05)	Dumka	(11)
				Giridih	(06)	Dhanbad	(12)
				Deoghar	(07)	Bokaro	(13)
				Godda	(08)		
37.	Karnataka (29)	291	Coastal & Ghats	Uttara Kannada	(10)	Dakshina Kannada	(24)
				Udupi	(16)		
38.		292	Inland Eastern	Shimoga	(15)	Hassan	(23)
				Chikmagalur	(17)	Kodagu	(25)
39.		293	Inland Southern	Tumkur	(18)	Mandya	(22)
				Kolar	(19)	Mysore	(26)
				Bangalore	(20)	Chamarajanagar	(27)
				Bangalore (Rural)	(21)		
40.		294	Inland Northern	Belgaum	(01)	Gadag	(08)
				Bagalkot	(02)	Dharwad	(09)
				Bijapur	(03)	Haveri	(11)
				Gulbarga	(04)	Bellary	(12)
				Bidar	(05)	Chitradurga	(13)
				Raichur	(06)	Davanagere	(14)
				Koppal	(07)		
41.	Kerala (32)	321	Northern	Kasaragod	(01)	Kozhikode	(04)
				Kannur	(02)	Malappuram	(05)
				Wayanad	(03)	Palakkad	(06)
42.		322	Southern	Thrissur	(07)	Alappuzha	(11)
				Ernakulam	(08)	Pathanamthitta	(12)
				Idukki	(09)	Kollam	(13)
				Kottayam	(10)	Thiruvananthapuram	(14)
43.	Lakshadweep (31)	311	Lakshadweep	Lakshadweep	(01)		
44.	Madhya Pradesh (23)	231	Vindhya	Tikamgarh	(08)	Rewa	(14)
				Chhatarpur	(09)	Umariya	(15)
				Panna	(10)	Shahdol	(16)
				Satna	(13)	Sidhi	(17)
45.		232	Central	Sagar	(11)	Bhopal	(32)
				Damoh	(12)	Sehore	(33)
				Vidisha	(31)	Raisen	(34)
46.		233	Malwa	Neemuch	(18)	Dewas	(23)
				Mandsaur	(19)	Jhabua	(24)
				Ratlam	(20)	Dhar	(25)
				Ujjain	(21)	Indore	(26)
				Shajapur	(22)	Rajgarh	(30)
47.	Madhya	234	South	Katni	(38)	Mandla	(42)

sl. no.	state/u.t. (code)	SR	detailed composition of region				
			description	name of district	code	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
	Pradesh (23)			Jabalpur	(39)	Chhindwara	(43)
				Narsimhapur	(40)	Seoni	(44)
				Dindori	(41)	Balaghat	(45)
48.		235	South Western	W. Nimar (Khargoa)	(27)	Betul	(35)
				Barwani	(28)	Harda	(36)
				E. Nimar (Khandwa)	(29)	Hoshangabad	(37)
49.		236	Northern	Sheopur	(01)	Datia	(05)
				Morena	(02)	Shivpuri	(06)
				Bhind	(03)	Guna	(07)
				Gwalior	(04)		
50.	Maharashtra (27)	271	Coastal	Thane	(21)	Raigarh	(24)
				Mumbai	(22)	Ratnagiri	(32)
				Suburban		Sindhudurg	(33)
				Mumbai	(23)		
51.		272	Inland Western	Pune	(25)	Satara	(31)
				Ahmadnagar	(26)	Kolhapur	(34)
				Solapur	(30)	Sangli	(35)
52.		273	Inland Northern	Nandurbar	(01)	Jalgaon	(03)
				Dhule	(02)	Nashik	(20)
53.		274	Inland Central	Nanded	(15)	Aurangabad	(19)
				Hingoli	(16)	Bid	(27)
				Parbhani	(17)	Latur	(28)
				Jalna	(18)	Osmanabad	(29)
54.		275	Inland Eastern	Buldana	(04)	Wardha	(08)
				Akola	(05)	Nagpur	(09)
				Washim	(06)	Yavatmal	(14)
				Amravati	(07)		
55.		276	Eastern	Bhandara	(10)	Gadchiroli	(12)
				Gondiya	(11)	Chandrapur	(13)
56.	Manipur (14)	141	Plains	Bishnupur	(04)	Imphal West	(06)
				Thoubal	(05)	Imphal East	(07)
57.		142	Hills	Senapati	(01)	Ukhrul	(08)
				Tamenglong	(02)	Chandel	(09)
				Churachandpur	(03)		
58.	Meghalaya (17)	171	Meghalaya	West Garo Hills	(01)	Ri Bhoi	(05)
				East Garo Hills	(02)	East Khasi Hills	(06)
				South Garo Hills	(03)	Jaintia Hills	(07)
				West Khasi Hills	(04)		
59.	Mizoram	151	Mizoram	Mamit	(01)	Serchip	(05)

sl. no.	state/u.t. (code)	SR	detailed composition of region				
			description	name of district	code	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
	(15)			Kolasib	(02)	Lunglei	(06)
				Aizwal	(03)	Lawngtlai	(07)
				Champhai	(04)	Saiha	(08)
60.	Nagaland (13)	131	Nagaland	Mon	(01)	Wokha	(05)
				Tuensang	(02)	Dimapur	(06)
				Mokokchung	(03)	Kohima	(07)
				Zunheboto	(04)	Phek	(08)
61.	Orissa (21)	211	Coastal	Baleshwar	(08)	Jajapur	(13)
				Bhadrak	(09)	Nayagarh	(16)
				Kendrapara	(10)	Khordha	(17)
				Jagatsinghapur	(11)	Puri	(18)
				Cuttack	(12)		
62.		212	Southern	Ganjam	(19)	Nuapada	(25)
				Gajapati	(20)	Kalahandi	(26)
				Kandhamal	(21)	Rayagada	(27)
				(Phoolbani)		Nabarangapur	(28)
				Baudh	(22)	Koraput	(29)
				Sonapur	(23)	Malkangiri	(30)
				Balangir	(24)		
63.		213	Northern	Bargarh	(01)	Kendujhar	(06)
				Jharsuguda	(02)	Mayurbhanj	(07)
				Sambalpur	(03)	Dhenkanal	(14)
				Debagarh	(04)	Anugul	(15)
				Sundargarh	(05)		
64.	Pondicherry (34)	341	Pondicherry	Yanam	(01)	Mahe	(03)
				Pondicherry	(02)	Karaikal	(04)
65.	Punjab (03)	031	Northern	Gurdaspur	(01)	Hoshiarpur	(05)
				Amritsar	(02)	Nawanshahr	(06)
				Kapurthala	(03)	Rupnagar	(07)
				Jalandhar	(04)		
66.		032	Southern	Fatehgarh Sahib	(08)	Faridkot	(13)
				Ludhiana	(09)	Bathinda	(14)
				Moga	(10)	Mansa	(15)
				Firozpur	(11)	Sangrur	(16)
				Muktsar	(12)	Patiala	(17)
67.	Rajasthan (08)	081	Western	Bikaner	(03)	Jalor	(18)
				Jodhpur	(15)	Sirohi	(19)
				Jaisalmer	(16)	Pali	(20)
				Barmer	(17)		
68.		082	North-Eastern	Alwar	(06)	Dausa	(11)
				Bharatpur	(07)	Jaipur	(12)
				Dhaulpur	(08)	Ajmer	(21)
				Karauli	(09)	Tonk	(22)
				Sawai Madhopur	(10)	Bhilwara	(24)
69.	Rajasthan	083	Southern	Rajsamand	(25)	Dungarpur	(27)

sl. no.	state/u.t. (code)	SR	detailed composition of region				
			description	name of district	code	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
	(08)			Udaipur	(26)	Banswara	(28)
70.		084	South-Eastern	Bundi	(23)	Baran	(31)
				Chittaurgarh	(29)	Jhalawar	(32)
				Kota	(30)		
71.		085	Northern	Ganganagar	(01)	Jhunjhunun	(05)
				Hanumangarh	(02)	Sikar	(13)
				Churu	(04)	Nagaur	(14)
72.	Sikkim (11)	111	Sikkim	North (Mongam)	(01)	South	(03)
				West (Gyalshing)	(02)	(Nimachai)	
						East (Gangtok)	(04)
73.	Tamil Nadu (33)	331	Coastal Northern	Thiruvallur	(01)	Tiruvanamalai	(06)
				Chennai	(02)	Viluppuram	(07)
				Kancheepuram	(03)	Cuddalore	(18)
				Vellore	(04)		
74.		332	Coastal	Karur	(14)	Nagapattinam	(19)
				Tiruchirappalli	(15)	Thiruvarur	(20)
				Perambalur	(16)	Thanjavur	(21)
				Ariyalur	(17)	Pudukkottai	(22)
75.		333	Southern	Dindigul	(13)	Ramanathapuram	(27)
				Sivaganga	(23)	Toothukudi	(28)
				Madurai	(24)	Tirunelveli	(29)
				Theni	(25)	Kanniyakumari	(30)
				Virudhunagar	(26)		
76.		334	Inland	Dharmapuri	(05)	Erode	(10)
				Salem	(08)	The Nilgiris	(11)
				Namakkal	(09)	Coimbatore	(12)
77.	Tripura (16)	161	Tripura	West Tripura	(01)	Dhalai	(03)
				South Tripura	(02)	North Tripura	(04)
78.	Uttaranchal (05)	051	Uttaranchal	Uttarkashi	(01)	Bageshwar	(08)
				Chamoli	(02)	Almora	(09)
				Rudraprayag	(03)	Champawat	(10)
				Tehri Garhwal	(04)	Nainital	(11)
				Dehradun	(05)	Udham Singh	(12)
				Garhwal	(06)	Nagar	
				Pithoragarh	(07)	Hardwar	(13)
79.	Uttar Pradesh (09)	091	Northern Upper Ganga Plains	Saharanpur	(01)	J Phule Nagar	(06)
				Muzaffarnagar	(02)	Meerut	(07)
				Bijnor	(03)	Baghpat	(08)
				Moradabad	(04)	Ghaziabad	(09)
				Rampur	(05)	G. Buddha Nagar	(10)
80.		092	Central	Sitapur	(24)	Kanpur Dehat	(33)
				Hardoi	(25)	Kanpur Nagar	(34)
				Unnao	(26)	Fatehpur	(42)
				Lucknow	(27)	Barabanki	(46)
				Rae Bareli	(28)		
81.	Uttar Pradesh	093	Eastern	Pratapgarh	(43)	Gorakhpur	(58)

sl. no.	state/u.t. (code)	SR	detailed composition of region				
			description	name of district	code	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
	(09)			Kaushambi	(44)	Kushinagar	(59)
				Allahabad	(45)	Deoria	(60)
				Faizabad	(47)	Azamgarh	(61)
				Ambedkar Nag.	(48)	Mau	(62)
				Sultanpur	(49)	Ballia	(63)
				Bahraich	(50)	Jaunpur	(64)
				Shrawasti	(51)	Ghazipur	(65)
				Balrampur	(52)	Chandauli	(66)
				Gonda	(53)	Varanasi	(67)
				Siddharthnagar	(54)	S.R.Nagar(Bhadohi)	(68)
				Basti	(55)	Mirzapur	(69)
				S. Kabir Nagar	(56)	Sonbhadra	(70)
				Maharajganj	(57)		
82.		094	Southern	Jalaun	(35)	Mahoba	(39)
				Jhansi	(36)	Banda	(40)
				Lalitpur	(37)	Chitrakoot	(41)
				Hamirpur	(38)		
83.		095	Southern Upper Ganga Plains	Bulandshahr	(11)	Bareilly	(20)
				Aligarh	(12)	Pilibhit	(21)
				Hathras	(13)	Shahjahanpur	(22)
				Mathura	(14)	Kheri	(23)
				Agra	(15)	Farrukhabad	(29)
				Firozabad	(16)	Kannauj	(30)
				Etah	(17)	Etawah	(31)
				Mainpuri	(18)	Auraiya	(32)
				Budaun	(19)		
84.	West Bengal (19)	191	Himalayan	Darjiling	(01)	Koch Bihar	(03)
				Jalpaiguri	(02)		
85.		192	Eastern Plains	Uttar Dinajpur	(04)	Murshidabad	(07)
				Dakshin Dinajpur	(05)	Birbhum	(08)
				Maldah	(06)	Nadia	(10)
86.		193	Southern Plains	North 24-Parganas	(11)	South 24-Parganas	(18)
				Kolkata	(17)		
87.		194	Central Plains	Bardhaman	(09)	Howrah	(16)
				Hugli	(12)		
88.		195	Western Plains	Bankura	(13)	Medinipur	(15)
				Puruliya	(14)		



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