

MANUAL

ON

ANNUAL SURVEY OF INDUSTRIES



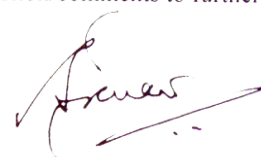
GOVERNMENT OF INDIA
CENTRAL STATISTICAL ORGANISATION
MINISTRY OF STATISTICS & PROGRAMME IMPLEMENTATION

Preface

One of the recommendations of the National Statistical Commission under the Chairmanship of Dr. C. Rangarajan is to prepare manuals on different core statistics. Annual Survey of Industries (ASI) is a subject under the list of 24 core statistics.

The manual contains the concept, definitions, methodology followed etc of the subject. The manual has been prepared in the Economic Statistics Division of CSO under the supervision of Shri Vijay Kumar, Additional Director General (ESD) with his team of officers at CSO, IS Wing, Kolkata which is headed by Shri P.C.Sarkar, DDG, (ASI) and at ESD, New Delhi headed by Shri D.Sahoo, DDG (ESD).

I hope the manual will serve as a useful reference document on the subject. Any suggestion/comments to further improve its contents are most welcome.



(Dr. S. K. Nath)

DG, CSO

MANUAL

On

ANNUAL SURVEY OF INDUSTRIES (ASI)

I. INTRODUCTION:

1. The Annual Survey of Industries (ASI) is the principal source of industrial statistics in India. It provides statistical information to assess and evaluate, objectively and realistically, the changes in the growth, composition and structure of organised manufacturing sector comprising activities related to manufacturing processes, repair services, gas and water supply and cold storage. The survey is conducted annually under the statutory provisions of the Collection of Statistics Act, 1953 and the rules framed there under in 1959 except in the State of Jammu & Kashmir where it is conducted under the J&K Collection of Statistics (COS) Act, 1961 and rules framed there under in 1964.

2. The ASI extends to the entire country except the States of Arunachal Pradesh, Mizoram, Sikkim and Union Territory of Lakshadweep. It covers all factories registered under sections 2(m)(i) and 2(m)(ii) of the Factories Act, 1948 [Annexure-IV]. The survey also covers bidi and cigar manufacturing establishments registered under the Bidi and Cigar Workers (Conditions of Employment) Act 1966 with coverage as above. All electricity undertakings engaged in generation, transmission and distribution of electricity registered with the Central Electricity Authority (CEA) were also covered under ASI irrespective of their employment size till ASI 1997-98. Certain services and activities like cold storage, water supply, repair of motor vehicles and other consumer durables like watches etc. are also covered. Though servicing industries like motion picture production, personal services like laundry services, dyeing, etc. are covered under the Survey but data are not tabulated, as these industries do not fall under the scope of industrial sector defined by the United Nations. Defence establishments, oil storage and distribution depots, restaurants, hotels, café and computer services and the technical training institutes, etc. are excluded from the purview of the Survey.

From ASI 1998-99, the electricity units registered with the CEA and the departmental units such as railway workshops, RTC workshops, Govt. Mints, sanitary, water supply, gas storage etc. are not covered, as there are alternative sources of their data compilation for the Gross Domestic Product (GDP) estimates by the National Accounts Division of Central Statistical Organisation (CSO).

3. The primary unit of enumeration in the survey is a factory in the case of manufacturing industries, a workshop in the case of repair services, an undertaking or a licensee in the case of electricity, gas and water supply undertakings and an establishment in the case of bidi and cigar industries. The owner of two or more establishments located in the same state and pertaining to the same industry group and falling under the same scheme of selection (census or sample) is, however, permitted to furnish a single consolidated return, termed as 'Joint Return'. Such consolidated returns are a common feature in the case of bidi and cigar establishments, electricity and certain public sector undertakings.

II. MEASUREMENT NEEDS OF THE SECTOR:

4. Industrial sector occupies an important position in the Indian economy and has a pivotal role to play in the rapid and balanced economic development. Viewed in this context, the collection and dissemination of ASI data, on a regular basis, are of vital importance. It provides data on various vital aspects of the registered factories for use in the estimation of National Income, studies of industrial structure and policy formulation. It throws data on number of important indicators such as number of factories, employment, wages, invested capital, capital formation, input, output, depreciation and value added etc. on an annual basis. The basic objectives of the ASI are as under:

- (a) Estimation of the contribution of manufacturing industries as a whole and of each type of industry to the "National Income";
- (b) Systematic study of the structure of the industry as a whole and of each type of industry;
- (c) Occasional analysis of the various factors influencing industries in the country;
- (d) Construction of comprehensive, factual and systematic basis for formulation of policy.

III. DATA COLLECTION:

The Addl. Director General, National Sample Survey Organisation, Field Operation Division (FOD), New Delhi has been appointed as the Statistics Authority (SA) under Section 4 of the Act vide Govt. of India, Ministry of Statistics & PI Notification No: SO 923(E) dated 12th August 2004. The powers and functions of the SA are given in the COS Act. The SA is empowered by the act to collect and authorize officials to collect information from any industrial and commercial concern.

Notices are issued by the SA to individual concerns and the field staff authorized by the SA collect and/or verify information from the concerns. The powers and duties of the persons engaged in ASI are as given under the COS Act. These include power to enter premises and obtain copy of any relevant document. They have to maintain secrecy and confidentiality as per the provisions of the Act.

Under the COS Act, the SA has the power to sanction prosecution of any defaulting unit under Sections 7 – 9 of the COS Act. SA may also sanction prosecution of anyone who has access to the information collected and misuses it in violation of any of the confidentiality and secrecy provisions under Section 10 of the Act.

ASI is a statutory survey and so the units/ entrepreneurs are to submit the return along with the Balance Sheet within one month after the receipt of notice failing which penalty provisions are attracted.

After the receipt of the filled-in return, the field staff verifies the same, to check for any discrepancies. If the unit is unable to fill up the details as asked for, they may contact the concerned field office of NSSO (FOD) as mentioned in the *Notice* for guidance. In case any discrepancies are observed in the filled-in return, the field staff

of FOD makes a visit to the concerned unit to verify the return. The units are to extend all cooperation to the person visiting with the purpose of verifying the return.

Information collected through ASI Part-I and ASI Part- II is then sent to the CSO and the Labour Bureau respectively for processing and publication of results. Central Statistical Organisation (CSO) brings out detailed reports after processing the data. Labour Bureau also utilizes the information on labour and employment collected through this survey.

IV. CONCEPTS, DEFINITIONS AND CLASSIFICATIONS:

5. A number of accounting, economic and other terms related to the factories are used in conduct of Annual Survey of Industries. For proper compilation/ verification of ASI return, it is essential that the staff engaged in the conduct of ASI properly understood the terminology used in ASI. It is in this context that the concepts and definitions of some of the important terms are given below.

ACCOUNTING YEAR

6. For the purpose of ASI, the accounting year is the period on which the factory closes its books of account. With the enactment of Income Tax Act, by and large, the accounting year of all factories is from April to March.

BASIC MATERIALS

7. Basic materials are the materials which are important and of key nature to the industry on which the manufacturing process is based, viz. metal for machine, leather for shoe. Such material is not lost through the process of production but only changes its form.

BONUS

8. Profit sharing bonus, festival bonus, year-end bonus, and all other bonuses and ex-gratia payments paid at less frequent intervals are covered by this term.

COMPENSATION OF EMPLOYEES

9. Compensation of employees is the total of emoluments and supplement to emoluments.

CONSUMABLE STORES

10. All such materials which assist the manufacturing process and lose their identity without entering the products are called consumable stores, e.g., cotton waste.

CONTRACT WORKER

11. All persons who are not employed directly by an employer but through the third agency, i.e. contractor, are termed as contract workers. Those workers may be employed with or without the knowledge of the principal employer.

DEPRECIATION

12. Depreciation is consumption of fixed capital by the factory due to wear and tear and obsolescence during the accounting year and is taken as provided by the factory, or if not provided by the factory this is estimated on the basis of cost of installation and working life of the fixed assets.

EMPLOYEES

13. Employees relate to all persons engaged by the factory whether for wages or not, in work connected directly or indirectly with the manufacturing process and include all administrative, technical and clerical staff as also labour in production of capital assets for factory's own use. This is inclusive of persons holding position of supervision or management or engaged in administrative office, store-keeping section and welfare section, watch and ward staff, sales department as also those engaged in the purchase of raw materials etc. and production of fixed assets for the factory. It also includes all working proprietors and their family members who are actively engaged in the work of the factory even without any pay and the unpaid members of the co-operative societies who work in or for the factory in any direct and productive capacity. Persons in the head office connected with the manufacturing activity of the factory are also included in this item.

EMOLUMENTS

14. These are defined in the same way as wages but paid to all employees plus imputed value of benefits in kind i.e. the net cost to the employers on those goods and services provided to employees free of charge or at markedly reduced cost which are clearly and primarily of benefit to the employees as consumers. It includes profit sharing, festival and other bonuses and ex-gratia payments paid at less frequent intervals (i.e. other than bonus paid more or less regularly for each period). Benefits in kind include supplies or services rendered such as housing, medical, education and recreation facilities. Personal insurance, income tax, house rent allowance, conveyance etc. for payment by the factory also is included in the emoluments.

FACTORY (As per The Factory Act 1948)

15. Factory is one, which is registered under Sections 2m(i) and 2m(ii) of the Factories Act, 1948. The Sections 2m(i) and 2m(ii) refer to any premises including the precinct thereof (i) wherein ten or more workers are working, or were working on any day of the preceding twelve months, and in any part of which a manufacturing process is being carried on with the aid of power, or is ordinarily so carried on, or (ii) wherein twenty or more workers are working, or were working on any day of the preceding twelve months and in any part of which a manufacturing process is being carried on without the aid of power, or is ordinarily so carried on. Closed factories with fixed assets on site are also considered as registered factories till they are de-registered and

removed from the live-register maintained by the Chief Inspector of Factories (CIF) in the State.

FINISHED GOODS

16. Finished goods are those, which are manufactured by the factory for sale. Finished goods should conform to a prescribed standard.

FIXED CAPITAL

17. Fixed Capital represents the depreciated value of fixed assets owned by the factory as on the closing day of the accounting year. Fixed assets are those, which have normal productive life of more than one year. Fixed capital covers all types of assets, new or used or own constructed, deployed for production, transportation, living or recreational facilities, hospitals, schools, etc. for factory personnel. It would include land, building, plant and machinery, transport equipment etc. It includes the fixed assets of the head office allocable to the factory and also the full value of assets taken on hire-purchase basis (whether fully paid or not) excluding interest element. It excludes intangible assets and assets solely used for post-manufacturing activities such as, sale, storage, distribution, etc.

FUEL CONSUMED

18. Fuel Consumed represent total purchase value of all items of fuels, lubricants, electricity, water (purchased to make steam) etc. consumed by the factory during the accounting year except those which directly enter into products as materials consumed. It excludes that part of fuels, which is produced and consumed by the factory in manufacture i.e., all intermediate products and also fuels consumed by employees as part of amenities. It includes quantities acquired and consumed from allied concerns, their book value being taken as their purchase value and also the quantities consumed in production of machinery or other capital items for factory's own use.

GROSS OUTPUT

19. Gross output is defined to include the ex-factory value, (i.e., exclusive of taxes, duties, etc. on sale and inclusive of subsidies etc., if any) of products and by-products manufactured during the accounting year, and the net value of the semi-finished goods, work-in-process, (represents the excess/deficit of value of semi-finished goods or work-in-process at the end of the accounting year over that of the beginning of the year plus net balance of semi-finished fixed assets on factory's capital account) and also the receipts for industrial and non-industrial services rendered to others, value of semi-finished goods of last year sold in the current year and sale value of goods sold in the same condition as purchased. Value of gross output and total output has been used in the text inter-changeably to mean the same thing.

GROSS VALUE OF PLANT AND MACHINERY

20. Gross value of plant and machinery represents the total original (undepreciated value of installed plant and machinery as at the end of the accounting year. It includes the book value of own constructed plant and machinery, if installed, and the approximate value of rented-in plant and machinery as at the time of renting in but

excludes the value of rented-out plant and machinery. Total value of all the plant and machinery acquired on hire-purchase basis is also included. Thus it represents the gross value of plant and machinery engaged in production process.

INDUSTRIAL SERVICES

21. Any services taken or rendered from one to another unit resulting in increase in the value of material during the manufacturing process are industrial services.

INTERMEDIATE PRODUCT

22. Intermediate Product is a product which is obtained during a manufacturing process, which may or may not be saleable and is not the intended final product.

INVESTED CAPITAL

23. Invested capital is the total of fixed capital and physical working capital.

LABOUR TURNOVER

24. Labour turnover measures the extent of change in the working force due to accession and separation during a given period. The term 'accession' was defined as the total number of workers added to employment during the period, whether new or re-employed or transferred from other establishments or units under the same management. Inter-departmental transfers within the same establishment are, however ignored. The term 'separation' implies termination of employment at the instance of worker or employers. It includes termination of services due to death or retirement. As in the case of accession, transfers to other establishments are included but transfers within the same establishment are ignored. Retrenchment as a result of rationalisation or modernisation or any other cause, is also treated as separation.

MANDAYS WORKED

25. These are obtained by summing up the number of mandays worked by persons working in each shift over all the shifts on all days, i.e. both manufacturing and non-manufacturing days. This figure excludes persons who are paid but remain on leave, strike, etc.

MANDAYS PAID FOR

26. The number of mandays paid for is arrived at by summing up the number of employees paid for in each shift. This also includes mandays on weekly schedule holidays if paid for and those absences with pay as also mandays lost through lay off/ strike for which compensation was payable.

MANUFACTURING PROCESS

27. This is as per Section 2(k) of the Factories Act, 1948, [Annexure-IV]

MATERIALS CONSUMED

28. Materials consumed represent the total delivered value of all items of raw materials, components, chemicals, packing materials and stores which actually entered

into the production process of the factory during the accounting year. It also includes the cost of all the materials used in the production of fixed assets, including construction work for factory's own use. Components and accessories fitted as purchased with the finished product during the accounting year are also to be included. It excludes intermediate products. Intermediate products in the above context mean all those products which are produced by the factory and consumed for further manufacturing process.

NET VALUE ADDED

29. This is the increment to the value of goods and services that is contributed by the factory and is obtained by deducting the value of total inputs and depreciation from gross value of output.

NET VALUE OF SEMI-FINISHED GOODS

30. It represents the excess/deficit of value of semi-finished goods and/or goods-in-process at the end of the accounting year over that at the beginning of year.

NON-INDUSTRIAL SERVICES

31. All such services which do not have a direct bearing on the manufacturing process but are needed by any manufacturing unit are called non-industrial services, say, transport.

NON WORKING DAY

32. Apart from manufacturing day and repair and maintenance days there may be some non-working days. Non working days are those days on which the workers give their attendance but due to non-availability of raw materials power etc. no effective work is done. As the workers are paid for these days such days are also taken into account for the purpose of labour statistics.

OUTSTANDING LOANS

33. Outstanding loans represent all loans, whether short-term or long-term, whether interest bearing or not, outstanding according to the books of the factory as on the closing day of accounting year.

PHYSICAL WORKING CAPITAL

34. This is defined to include all physical inventories owned, held or controlled by the factory as on the closing day of the accounting year such as the materials, fuels and lubricants, stores, etc. that enter into products manufactured by the factory itself or supplied by the factory to others for processing. Physical working capital also includes the value of stock of materials, fuels and stores etc. purchased expressly for re-sale, semi-finished goods and goods-in-process on account of others and goods made by the factory which are ready for sale at the end of the accounting year. However, it does not include the stock of the materials, fuels, stores, etc. supplied by others to the factory for

processing. Finished goods processed by others from raw materials supplied by the factory and held by them are included and finished goods processed by the factory from raw materials supplied by others, are excluded.

PRODUCTS

35. These are defined to include the ex-factory value (i.e. exclusive of taxes, duties etc. on sale and inclusive of subsidies etc., if any) of all products and by-products, excluding intermediate products, that have been completed during the accounting year for sale whether actually sold during the accounting year or entered into books. Also include fixed assets produced by the factory for its own use.

PRODUCTIVE CAPITAL

36. This is the total of fixed capital and working capital.

REFERENCE PERIOD

37. For ASI it is corresponding financial year. For example, for ASI 2005-2006 the reference period is the financial year commencing from 1st April 2005 and ending on 31st March 2006 or the accounting year of the factory ending on any date between 1.4.05 to 31.3.06.

SUPPLEMENT TO EMOLUMENTS

38. These include:

- i) Employer's contribution to old age benefits, i.e., provident fund, pension, gratuity, etc.
- ii) Employer's contribution towards other social security charges such as Employees' State Insurance, compensation for work injuries, occupational diseases, maternity benefits, retrenchment and lay-off benefits etc. and
- iii) Group benefits like direct expenditure on maternity, creches, canteen facilities, educational, cultural and recreational facilities and grant to trade unions, co-operative stores etc. meant for employees.

SURVEY PERIOD

39. Survey period is a period during which work of any Annual Survey of Industries is undertaken. Since ASI 1978-79 the survey period has been fixed from 1st July to 30th June of the next year. From ASI 1998-99 the survey period has been changed from 12 months to 4 months i.e. from Nov'99 to Feb'2000. The survey period for ASI 99-00 has been again changed from October to March. The survey period for ASI 2006-2007 is from Sept. 2007 to April, 2008.

TOTAL INPUT

40. This comprises gross value of fuel materials etc. consumed (as defined above) and also other inputs viz. (a) cost of non-industrial services received from others (b) cost of materials consumed for repair and maintenance of factory's fixed assets including cost of work done by others to the factory's fixed assets (c) cost of contract

and commission work done by others on materials supplied by the factory (d) cost of office supplies and products reported for sale during last year & used for further manufacture during the accounting year.

WAGES

41. Wages are defined to include all remuneration capable of being expressed in monetary terms and also paid more or less regularly in each pay period to workers (defined above) as compensation for work done during the accounting year. It includes;

- a) Direct wages and salary (i.e. basic wages/salaries, payment of overtime, dearness, compensatory, house rent and other allowances).
- b) Remuneration for period not worked (i.e. basic wages), salaries and allowances payable for leave period, paid holidays, lay-off payments and compensation for unemployment (if not paid from source other than employers).
- c) Bonus and ex-gratia payment paid both at regular and less frequent intervals (i.e. incentive bonuses and good attendance bonuses, production bonuses, profit sharing bonuses, festival or year end bonuses etc.). It excludes layoff payments and compensation for employment except where such payments are not made by the employer. It excludes employer's contribution to old age benefits and other social security charges, direct expenditure on maternity benefits and crèches and other group benefits in kind and travelling and other expenditure incurred for business purposes and reimbursed by the employer. The wages are expressed in terms of gross value i.e. before deductions for fines, damages, taxes, provident fund, employee's state insurance contribution etc. Benefits in kind (perquisites) of individual nature are only included.

WORKING CAPITAL

42. Working Capital is the sum total of the physical working capital as already defined above and the cash deposits in hand and at bank, land, the net balance of amounts receivable over amounts payable at the end of the accounting year. Amounts receivable include value of credit items on revenue account, such as sums due to the factory for goods sold, amounts advanced in connection with normal factory work, bills of exchange payable to the factory, payments made in advance such as for fire insurance, telephone charges, rates and taxes, call deposits and security deposits having a normal life of less than one year, etc. It excludes unused overdraft facility, fixed deposits irrespective of duration, advances for acquisition of fixed assets, long-term loans including interest thereon and investment.

WORKING DAY

43. Working day means the days on which a manufacturing process and/ or repair or maintenance work was carried on.

WORKMEN AND STAFF WELFARE EXPENSES

44. These include expenditure incurred by the employer on the maternity benefits and crèches and other benefits such as supply of food, beverages, tobacco, clothing and group lodging at concessional rates and educational, cultural and recreational facilities

and services and grants to trade unions and cooperative stores meant for employees. All group benefits are included.

V. SOURCES AND SYSTEMS:

ASI Frame

45. The ASI frame is based on the lists of registered factories / units maintained by the Chief Inspector of Factories in each state and those maintained by registration authorities in respect of bidi and cigar establishments and electricity undertakings. The frame is being revised/ updated every year by the Field Operations Division of NSSO in consultation with the Chief Inspector of Factories in the state. At the time of revision, the names of the de-registered factories are removed from the ASI frame and those of the newly registered factories are added.

46. Currently, for ASI, the factories are classified into two sectors, viz., the Census Sector (C) and the Sample Sector (S). The Census Sector consists of the following categories: -

- a) All industrial units belonging to the five less industrially developed States/ UT's viz. Manipur, Meghalaya, Nagaland, Tripura and Andaman & Nicobar Islands.
- b) For the rest of the States/ UT's :
 - (i) Units having 100 or more workers,
 - (ii) All factories covered under Joint Returns

All electricity undertakings other than captive units as well as all departmental undertakings such as Railway workshops, etc. have been kept outside the purview of ASI since 1999-2000.

Sampling Design

47. The ASI adopted from the beginning a very simple design. All units with 50 or more workers operating with power, and units having 100 or more workers operating without power were covered under the census sector. Also 12 States/UTs, namely, Himachal Pradesh, Jammu & Kashmir, Manipur, Meghalaya, Nagaland, Tripura and Pondicherry, A&N Islands, Chandigarh, Goa, Daman & Diu, D&N Haveli, which were industrially backward, were covered under the census sector to take complete stock of their manufacturing activities. Even the sample sector which comprised of units employing less than 50/100 workers (operating with or without power) in the major States were covered fully over a span of two years. This procedure continued till ASI 1986-87 by which time the total number of factories in the country grew enormously. Accordingly, the definition of the census sector was changed from ASI 1987-88 to the units having 100 or more workers irrespective of their operation with or without power. All the units in the frame of 12 less industrially developed States/UTs were surveyed on complete enumeration basis. The rest of the universe was covered on sampling basis through an efficient sampling design adopting State X 3 digit industry group as stratum so as to cover all the units in a span of three years. This design continued till ASI 1996-97.

Before launching of ASI 1997-98 due to constraints of resources in covering a large number of units in the survey and generating the results of the survey in a time bound manner, a review of the earlier design was made and a revised design was adopted in ASI 1997-98. The census sector was defined to include units having 200 or more workers and also some Significant Units were identified from the databases of

ASI 1993-94 to ASI 1995-96, which although having less than 200 workers, contributed significantly to the Value of Output in these ASI years. The complete coverage of all Units in 12 less industrially developed States/UTs, namely, Goa, Himachal Pradesh, Jammu & Kashmir, Manipur, Meghalaya, Nagaland, Tripura, A&N Islands, Chandigarh UT, D&N Haveli, Daman & Diu and Pondicherry was continued. Also, all public sector undertakings (PSUs) were included in the census sector. The rest of the universe was covered in the Sample Sector by the usual formula of determination of sample size at a given value of the precision of the estimates with at least 99 per cent chance. This approach significantly reduced the sample size in ASI 1997-98 compared to that of ASI 1996-97 while maintaining a fair level of degree of precision for the estimates up to the State level. However, in 1997-98 a consensus decision has been taken so as not to attempt for the district level estimates.

48. ASI 2004-05 to ASI 2008-09: As per the decision taken in the 13th meeting of the Standing Committee on Industrial Statistics (SCIS) held on 10th March 2005, the sampling design for the next 5 years starting with ASI 2004-05 will be as under:

- i) Units with 100 or more workers will be categorised as census sector and the rest of the units will be treated as sample sector, without any change in the existing criteria;
- ii) In the sample sector, the units will be stratified at 4 digit level of NIC-04 in each State separately and 1/5th of the units in each strata will be selected circular systematically for coverage in each ASI subject to a minimum sample size of 6 units in each stratum;
- iii) This design will ensure that the whole universe of units is covered in five years;
- iv) The classification of the units in the frame into census and sample sectors should be done in the beginning of the 5-year cycle and it should not be disturbed during the course of the cycle;
- v) At the end of the cycle when the data on the all the units in the frame become available the frame should be updated and then the composition of census and sample sectors should be re-drafted;
- vi) In respect of the new units getting registered each year of the last 4 years in the 5-year cycle, a supplementary frame has to be prepared for each year and units for coverage from this supplementary frame of each year may be selected using the same criteria as was applied to the main frame.

Industrial Classification

From 1959 onwards an industrial classification named “Classification of Indian Industries” was adopted. With effect from ASI 1973-74, the National Industrial Classification (NIC) 1970 developed subsequently on the basis of UNISIC 1968 (Rev.2) has been adopted. The NIC 1987 that strictly followed UNISIC 1968 was adopted from 1989-90 to ASI 1997-98. The IC 1998, developed on the basis of UNISIC, 1990 (Rev. 3) was used from ASI 1998-99 to 2003-04. The latest classification i.e. NIC 2004, developed on the basis of UNISIC 2002 (Rev.3.1) has been adopted from ASI 2004-05 onward.

Schedule of Enquiry

49. The schedule for ASI, at present, has two parts. Part-I processed at the CSO Industrial Statistics Wing (I.S.Wing), Kolkata, aims to collect data on assets and liabilities, employment and labour cost, receipts, expenses, input items – indigenous and imported, products and by-products, distributive expenses etc. Part-II is processed by the Labour Bureau. It aims to collect data on different aspects of labour statistics, namely, working days, mandays worked, absenteeism, labour turnover, man-hours worked, earning and social security benefits. A copy of the part-I of ASI 2007-2008 schedule is given as Annexure - III.

ESTIMATION PROCEDURE FOLLOWED FOR ASI 2004-05:

50. As stated above the total ASI population is divided into two major categories viz. Census (C) and Sample (S). In each state / U.T. the sample sector S is divided into a number of strata at 4- digit level of NIC - 04.

Notation:

N_j = Number of units considered for selection from the j^{th} stratum of sample sector S.

N'_j = Number of units reported to be existent in the frame for the j^{th} stratum of S.

n_j = Number of sample units selected from j^{th} stratum of S .

n'_j = Number of sample units reported in the j^{th} stratum of S .

M_j = Multiplier for the j^{th} stratum of S.

T_c = Aggregate of a characteristic of the units reported under Census sector C.

T_j = Aggregate of a characteristic of the reported units of j^{th} stratum in S.

T = Aggregate of a characteristic for the factory sector as a whole in a state / U.T.

Estimation:

For any characteristic the estimate of T is given by $T = T_c + \sum M_j T_j$

Where $M_j = N'_j / n'_j$.

In case, N'_j and n'_j are not known, M_j can be estimated by using the formula

$M_j = N_j / n_j$ with the assumption that $N_j / N'_j \cong n_j / n'_j$.

VI. ENSURING QUALITY STANDARDS

51. The technical details for the conduct of ASI including designing of schedules and preparation of industrial classification are finalised under the over all guidance of Standing Committee on Industrial Statistics (SCIS) constituted by the Ministry of Statistics & Programme Implementation in June 2000. To reduce sampling error thereby ensuring the quality of data, sample size has been increased to 60,000 units approximately for ASI 2003-04 onwards. It has also been decided to calculate and publish relative standard errors for a few selected indicators from ASI 2002-03 and onwards.

VII. PUBLICATIONS AND RESTRICTIONS

52. The results of ASI are released through electronic media as well as in the form of published reports. Since ASI 1995-96, the detailed results have been brought out in

two volumes. Volume-I contains tables related to capitals and value added, employment and labour cost, fuels consumed etc. Volume-II contains information on materials consumed as well as products & by-products generated by the factories. These input/output items are classified as per Annual Survey of Industries Commodity Classification (ASICC), introduced in ASI 1995-96. For ASI 2004-2005, the results are released at 4 digit level of NIC-2004 by all India and at 2/3 digit level of NIC-2004 by States/U.T. Starting from ASI-2004-05, the information earlier published in Volume-II are published in electronic form only.

53. As per tabulation policy it has been decided to publish the detailed information corresponding to industry codes 0140 to 3720 following NIC -2004. For industry codes greater than 3720 (i.e., 4020 to 9303), the units have been clubbed and shown under a common industry 'Others' in different tables.

54. The Collection of Statistics Act prohibits disclosure of data relating to individual factories. Therefore, if the number of factories under any industry (3-digit level of NIC-2004) in a state is less than three, the data have been combined to a similar industry in order to conceal the identity of all such units belonging to the concerned stratum. Similarly, if number of units under any 4-digit level of NIC at All-India level is less than three, the industry has been merged to a similar industry under the same broad industry group.

VIII TABULATION PLAN:

55. Flow Chart for tabulation programme, as used in ASI, 2005-06 is given at [Annexure I](#).

IX APPENDICES

56. SALIENT FEATURES NATIONAL INDUSTRIAL CLASSIFICATION (NIC)-2004 are given at [Annexure-II](#), a sample of ASI Schedule (Part I) 2007-08 at [Annexure-III](#) and Abstract of Factory Act-1948 at [Annexure-IV](#).

Annual Survey of Industries, 2005 – 2006
Flow Chart for Tabulation Program

Volume – I (Table – 1 & 2)

S.No.	Description	Formula
1	No. of factories	A1 1
2	Factories in operation	A1 1, for A12#2
3	Fixed Capital	$\sum_{i=1}^9 C_{i,12}$ For i#8
4	Physical Working Capital	$\sum_{i=1}^6 D_{i,4}$ For i#4
5	Working Capital	4 + D8,4 + D9,4 + D10,4 – (D12,4 + D13,4 + D14,4)
6	Invested Capital	3 + 4
7	Gross Value of additions to fixed capital	$\sum_{i=1}^9 C_{i,5}$ For i#8
8	Rent paid	F6,3 + F8,3 + F9,3
9	Outstanding Loan	D17,4
10	Interest paid	F10,3
11	Rent received	G6,3 + G8,3 + G9,3
12	Interest Received	G10,3
13	Gross Value of P&M	C3,3 + C3,4 + C3,5 – C3,6
14	Value of Products & By-products	$\sum_{i>0, i\#12} J_{i,13} + G2,3 + G4,3$
15	Total Output	14 + G1,3 + G3,3 + G11,3
16	Fuels consumed	H16,6 + H17,6 + H18,6 + H19,6
17	Materials consumed	$\sum_{i=1}^{11} H_{i,6} + \sum_{i>23} H_{i,6} + H13,6 + H14,6 + H20,6 + \sum_{i>0, i\#7} I_{i,6}$
18	Total Input	16 + 17 + F1,3 + F2(i),3 + F2(ii),3 + F2(iii),3 + F2(iv),3 + F3,3 + F4,3 + F5,3 + F11,3
19	Gross Value Added (GVA)	15 – 18
20	Depreciation	$\sum_{i=1}^9 C_{i,9}$ For i# 8

21	Net Value Added (NVA)	$19 - 20$
22	Net Fixed Capital Formation (NFCF)	$\sum_{i=1}^9 (Ci,12 - Ci,11 - Ci,4) \text{ For } i \# 8$
23	Gross Fixed Capital Formation (GFCF)	$22 + 20$
24	Addition in stock of:	
	(a) Materials, Fuels etc.	$\sum_{i=1}^3 (Di,4 - Di,3)$
	(b) Semi-Finished Goods	$(D5,4 - D5,3)$
	(c) Finished Goods	$(D6,4 - D6,3)$
	(d) Total	$(a) + (b) + (c)$
25	Gross Capital Formation	$23 + 24(d)$
26	Net income	$21 - (8 + 10)$
27	Profit	$26 - \sum_{i=1, i \# 4, 6}^8 (Ei,8 + Ei,9) - \sum_{i=6}^8 (Ei,10 + Ei,11)$

Volume – I (Table – 3 & 4)

S. No.	Description	Formula
A	Average no. of persons engaged	$\sum_{i=1, i \neq 4, 6}^9 Ei,6$
1	Workers	$E1,6 + E2,6 + E3,6 + E5,6$
1.1	Directly employed	$E1,6 + E2,6 + E3,6$
1.1.1	Men	$E1,6$
1.1.2	Women	$E2,6$
1.1.3	Children	$E3,6$
1.2	Employed through Contractors	$E5,6$
2	<i>Employees other than worker</i>	$E7,6 + E8,6 + E9,6$
2.1	Supervisory & Managerial Staff	$E7,6$
2.2	Other employees	$E8,6$
3	Unpaid family members/proprietor etc.	$E9,6$
B	Man-days employed, Total	$\sum_{i=1, i \neq 4, 6}^8 Ei,5$
C	Wages & Salaries, Employer's Contribution	1 + 2 (As defined below)
1	Wages & Salaries including Bonus	1.1 + 1.2 (As defined below)
1.1	Wages & Salaries	1.1.1 + 1.1.2 + 1.1.3 (As defined below)
1.1.1	Workers	$E1,8 + E2,8 + E3,8 + E5,8$
1.1.2	Supervisory & Managerial Staff	$E7,8$
1.1.3	Other Employees	$E8,8$
1.2	Bonus to all Staff	$\sum_{i=1, i \neq 4, 6}^8 Ei,9$
2	Employer's Contribution etc.	$E10,10 + E10,11$

Remarks:

- a) Alphabets in italics under the 'Formula' column represent the block codes used in the schedule
- b) Unless otherwise mentioned, the symbols are of the form $\langle \textit{Block Row, Column} \rangle$. For example $E8,7$ represents Row with serial number 8 and column number 7 of Block E.
- c) 'No. of factories' in Volume I (Table 1&2) are calculated for $A12 = 1, 2, 17, 18, 19, 20$ where codes 17 to 20 indicate extracted data from the previous year.
- d) For calculation of closing values 'Addition due to revaluation' (Column 4 of Block C) has not been considered.
- e) For calculating 'Gross Value of Plant & Machinery' in Volume I (Table 1&2) $C3,7$ has been used in place of $C3,3 + C3,4 + C3,5 - C3,6$ because of non-availability of information in the schedule.
- f) For calculating 'Man-days employed, Total' in Volume I (Table 3&4), $E10,5$ has been used in place of $\sum_{i=1, i \neq 4, 6}^8 Ei,5$ because of non-availability of constituent items in the schedule
- g) For calculating 'Bonus to all Staff' in Volume I (Table 3&4), $E10,9$ has been used in place of $\sum_{i=1, i \neq 4, 6}^8 Ei,9$ because of non-availability of constituent items in the schedule

SALIENT FEATURES NATIONAL INDUSTRIAL CLASSIFICATION (NIC)-2004**Introduction**

A statistical system must be capable of measuring the contribution of all the economic activities towards the national wealth and be responsive to the needs of the planners to critically evaluate the steps necessary for planned development. Such measurements should also provide comparable estimates over time between regions and allow for corrective steps to achieve the goal of maximum benefit to the entire society. The official statistical data have to be collected and presented according to classifications designed to facilitate their use for national economic policy and for international comparison.

2. A standard industrial classification is essential for developing a proper statistical system in any country. Such classifications are frequently used in classifying the economically active population, statistics of industrial production and distribution, the different fields of labour statistics and other economic data such as national income. Comparability of statistics available from various sources, on different aspects of the economy, and usability of such data for economic analysis, are prerequisite for standardisation of a system of classification.

Indian Scenario

3. In India, industrial classifications have for long been in use in the population census, industrial surveys, labour statistics, national income estimates, etc. However, a wide variety of industrial classifications were used by the various organisations entrusted with the task of collection of statistical data in various census, surveys etc. and the need to evolve a common industrial classification which could be used by different agencies became extremely urgent. While attempts were made in the past in several cases to bring them in line with the framework of the ISIC, these had produced different versions of different details depending on the nature of the respective needs.

4. The Central Statistical Organisation (CSO), which is responsible for setting up of statistical standards, took up the task of evolving a standard industrial classification in early 1960 and invited suggestions from various concerned agencies of the Government of India such as Registrar General; Economic Advisers to the Ministries of Finance, Food & Agriculture, Commerce and Industry; Indian Bureau of Mines; National Employment Service; Labour Bureau; Planning Commission; National Sample Survey and Indian Statistical Institute etc. Taking into account the suggestions received and keeping in view the requirements, the CSO drew up a draft Standard Industrial Classification(SIC), which was subsequently finalised and released in 1962. The SIC was 4-digit classification and consisted of 9 divisions, 55 major groups, 284 groups and 753 sub- groups.

5. The CSO finalised in 1987 the revision of the NIC 1970 within the ambit of ISIC 1968 Rev. 2, as there had been no corresponding revision in industrial classification in the international scenario. At the one digit level there had not been any major changes in the NIC 1987 as compared to the NIC 1970 and the economy remained divided into 9 sections and the special section X “*Activities not Adequately Defined*”.

NIC-1998

6. The NIC 1998 has followed the principles of ISIC Rev. 3 and unlike in NIC 1987, the scale of operation/technology has not been used as a criteria for classifying certain activities in the manufacturing sector. To meet the national requirements at the 5-digit level, efforts have been to restrict categories in such a manner that the resultant activity does not become a product classification.

7. One of the significant features of the NIC 1998 is that apart from being identical with the ISIC Rev.3 in structure upto the 4-digit level, the appropriate four-digit categories of NIC-1987 and the national requirements have been incorporated at the five-digit level. For meeting the requirements of user organisations relating to disaggregated statistics the use of the additional information on type of organisation code alongwith NIC in identifying the frame and collection of data therefrom can be made.

8. Both the NIC-1970 and NIC-1987 had an entirely hierarchical system of categories arranged on a decimal coding system with four levels, which was similar to that of ISIC Rev. 2. The coding structure of NIC- 1998 is no longer the earlier 1+1+1+1 hierarchical system; it is now a 2+1+1+1 system identifying 99 categories at the 2-digit level of the classification.

Further, at the primary level NIC-98 as in ISIC Rev.3. makes use of the so-called concept of ‘tabulation categories’ which makes it possible to identify more than 9 broad categories of the economy. The new NIC has 17 such tabulation categories, ‘A’ through ‘Q’. The new tabulation categories can easily be converted into one digit major divisions of NIC 1987.

9. As a result of changes in the structure of economy during the last four-five years, many new activities have come in existence and similarly some of the old activities have either disappeared or become insignificant. Further, the United Nations Statistics Division (UNSD) undertook updation of ISIC Rev.3 and released ISIC Rev 3.1. In order to meet the national requirements on account of changes in the structure of economy after release of NIC-1998 and maintain consistency with the classification of economic activities released by UNSD, it was decided to update NIC 1998.

10. The updation of NIC-98 has been taken with a limited objective of accommodating national requirements while maintaining international comparability with the updated ISIC Rev.3.1. The exercise does not effect any major changes in the structure of the existing classification i.e. NIC-98 except removing ambiguity/duplications/omissions etc. by suitably modifying the explanatory notes. The major structural changes required in the classification

will be considered in the next revision of NIC in pursuance of new version of ISIC Rev.4 to be released in 2007.

11. To accomplish the task of revising the present NIC- 98 consistent with the ISIC Rev. 3.1, the CSO was provided guidance by the Standing Committee on Industrial Statistics (SCIS) under the Chairmanship of Prof. K. L. Krishna, Indian Council for Research on International Economic Relations (ICRIER). For detailed discussions on the subject, the SCIS had set up a Sub-Group headed by Prof. K.L. Krishna himself. After detailed deliberations, the Sub Group decided the following broad framework for updation of NIC:-

(i) All the changes incorporated in ISIC Rev. 3.1 may be carried forward in the updated NIC-2004.

(ii) All the 5-digit changes suggested by users may be incorporated where necessary in the updated NIC-2004.

(iii) Shadow 3/4 digit groups/classes may be introduced in the structure of updated NIC-2004 in order to meet national requirements.

(iv) Activities such as cotton ginning etc. may be classified distinctly, say at 5 digit level, to facilitate separation of such data through appropriate re-tabulation, and

(v) The major structural changes required in the classification may be considered in the next revision of NIC in pursuance of new version of ISIC Rev. 4 to be released in 2007.

NIC-2004

12. The draft NIC 2004, prepared on the basis of the comments received from various Departments of Government of India, all State DESs, user organisations and members of the Standing Committee was examined and the suggestions/comments thereon were deliberated threadbare in the meetings of the Sub-group of Standing Committee and finally the draft updated NIC-2004 was approved by the SCIS. The Committee considered the draft updated NIC-2004 and approved the same.

Highlights of Updated NIC-2004

- The tabulation categories A to Q of NIC-98 have been replaced by sections A to Q in respect of NIC-2004. NIC-2004 has 17 sections, 62 divisions, 161 groups, 310 classes and 1191 subclasses.
- The updated NIC-2004 is also comparable with ISIC Rev 3.1 till four digits in totality. In other words, all the changes reflected in ISIC Rev. 3.1 including creation of new classes 0501 & 0502 under group 050 (Fishing, operation of fish hatcheries and fish farms; service activities incidental to fishing), classes 5151, 5152 & 5159 under the group 515 (Wholesale of Machinery, Equipment and Supplies), classes 7221 & 7229 under the group 722 (Software Consultancy and Supply), creation of division 96 and 97 under the Section P (Undifferentiated Production Activities of Private households and activities of Private Households as employers) have been incorporated in updated NIC-2004.

- To accommodate suggestions of the user organizations shadow 4-digit classes 1713 & 1714 under Group 171(Spinning, weaving and finishing of textiles), classes 1724 & 1725 under Group 172(Manufacture of other textiles) and classes 2711 to 2719 under the Group 271(Manufacture of Basic Iron and Steel) have been created.
- Sub-classes on activities of ‘repair and maintenance’ have been introduced under their related 4-digit classes. However, because of non-availability of space under certain classes, the newly introduced sub-classes are shown as ****8(A).
- While maintaining compatibility with ISIC Rev.3.1 upto 4 digit level (except shadow classes), the suggestions of users for changes at 5-digit (sub-class) level have been incorporated, wherever necessary, to meet national requirement. Against 1021 five digit subclasses in NIC-1998, the updated NIC-2004 has total 1191 subclasses.
- Explanatory notes of updated ISIC Rev. 3.1 along with inclusion/exclusion statements have also been incorporated in updated NIC-2004 to remove ambiguity in the scope of various 4-digit classes to facilitate distinct classification of all economic activities.

13. The Statements I and II indicate the number of categories at various levels of classification in the Indian system of industrial classifications since 1962 and comparative position of National Industrial Classification vis-à-vis International Standard Industrial Classification respectively.

14. For detailed study of NIC, the publication of it is available at our website mospi.gov.in.

BROAD STRUCTURE (SECTIONS)

Section Description

- A : Agriculture, hunting and forestry
- B : Fishing
- C : Mining and quarrying
- D : Manufacturing
- E : Electricity, gas and water supply
- F : Construction
- G : Wholesale and retail trade; repair of motor vehicles, motorcycles and personal and household goods
- H : Hotels and restaurants
- I : Transport, storage and communications
- J : Financial intermediation
- K : Real estate, renting and business activities
- L : Public administration and defence; compulsory social security
- M : Education
- N : Health and social work
- O : Other community, social and personal service activities
- P : Activities of private households as employers and undifferentiated production activities of private households
- Q : Extraterritorial organizations and bodies

BROAD STRUCTURE **(SECTIONS & DIVISIONS)**

Section A: Agriculture, hunting and forestry

Division 01: Agriculture, hunting and related service activities

Division 02: Forestry, logging and related service activities

Section B: Fishing

Division 05: Fishing, aquaculture and service activities incidental to fishing

Section C: Mining and quarrying

Division 10: Mining of coal and lignite; extraction of peat

Division 11: Extraction of crude petroleum and natural gas; service activities incidental to oil and gas extraction, excluding surveying

Division 12: Mining of uranium and thorium ores

Division 13: Mining of metal ores

Division 14: Other mining and quarrying

Section D: Manufacturing

Division 15: Manufacture of food products and beverages

Division 16: Manufacture of tobacco products

Division 17: Manufacture of textiles

Division 18: Manufacture of wearing apparel; dressing and dyeing of fur

Division 19: Tanning and dressing of leather; manufacture of luggage, handbags, saddlery, harness and footwear

Division 20: Manufacture of wood and of products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials

Division 21: Manufacture of paper and paper products

Division 22: Publishing, printing and reproduction of recorded media

Division 23: Manufacture of coke, refined petroleum products and nuclear fuel

Division 24: Manufacture of chemicals and chemical products

Division 25: Manufacture of rubber and plastics products

Division 26: Manufacture of other non-metallic mineral products

Division 27: Manufacture of basic metals

Division 28: Manufacture of fabricated metal products, except machinery and equipment

Division 29: Manufacture of machinery and equipment n.e.c.

- Division 30: Manufacture of office, accounting and computing machinery
- Division 31: Manufacture of electrical machinery and apparatus n.e.c.
- Division 32: Manufacture of radio, television and communication equipment and apparatus
- Division 33: Manufacture of medical, precision and optical instruments, watches and clocks
- Division 34: Manufacture of motor vehicles, trailers and semi-trailers
- Division 35: Manufacture of other transport equipment
- Division 36: Manufacture of furniture; manufacturing n.e.c.
- Division 37: Recycling

Section E: Electricity, gas and water supply

- Division 40: Electricity, gas, steam and hot water supply
- Division 41: Collection, purification and distribution of water

Section F: Construction

- Division 45: Construction

Section G: Wholesale and retail trade; repair of motor vehicles, motorcycles and personal and household goods

- Division 50: Sale, maintenance and repair of motor vehicles and motorcycles; retail sale of automotive fuel
- Division 51: Wholesale trade and commission trade, except of motor vehicles and Motorcycles
- Division 52: Retail trade, except of motor vehicles and motorcycles; repair of personal and household goods

Section H: Hotels and restaurants

- Division 55: Hotels and restaurants

Section I: Transport, storage and communications

- Division 60: Land transport; transport via pipelines
- Division 61: Water transport
- Division 62: Air transport
- Division 63: Supporting and auxiliary transport activities; activities of travel agencies
- Division 64: Post and telecommunications

Section J: Financial intermediation

Division 65: Financial intermediation, except insurance and pension funding

Division 66: Insurance and pension funding, except compulsory social security

Division 67: Activities auxiliary to financial intermediation

Section K: Real estate, renting and business activities

Division 70: Real estate activities

Division 71: Renting of machinery and equipment without operator and of personal and household goods

Division 72: Computer and related activities

Division 73: Research and development

Division 74: Other business activities

Section L: Public administration and defence; compulsory social security

Division 75: Public administration and defence; compulsory social security

Section M: Education

Division 80: Education

Section N: Health and social work

Division 85: Health and social work

Section O: Other community, social and personal service activities

Division 90: Sewage and refuse disposal, sanitation and similar activities

Division 91: Activities of membership organizations n.e.c.

Division 92: Recreational, cultural and sporting activities

Division 93: Other service activities

Section P: Activities of private households as employers and undifferentiated production activities of private households

Division 95: Activities of private households as employers of domestic staff

Division 96: Undifferentiated goods-producing activities of private households for own use

Division 97: Undifferentiated service-producing activities of private households for own use

Section Q: Extraterritorial organizations and bodies

Division 99: Extraterritorial organizations and bodies

भारत सरकार
सांख्यिकी एवं कार्यक्रम कार्यान्वयन मंत्रालय
सांख्यिकी संग्रहण (केन्द्रीय) नियमावली १९५९ के नियम ३ तथा ४ के अन्तर्गत विवरणी
वार्षिक उद्योग सर्वेक्षण २००७-२००८ (भाग- I)
(विवरणी भरने के पूर्व कृपया अनुदेश पढ़ें)

Government of India
Ministry of Statistics & Programme Implementation
Return under rules 3 and 4 of the Collection of Statistics(Central) rules, 1959
Annual Survey of Industries 2007-2008 (Part-I)
(Please read the instructions before filling the return)

क सरकारी प्रयोग हेतु A FOR OFFICIAL USE

1	अनुसूची प्रेषण संख्या Schedule Despatch No.	
2	स्थायी क्रम संख्या PSL . No.	
3	योजना संकेतांक (गणना १, प्रतिदर्श २) Scheme code (Census-1, Sample-2)	
4	ढाँचे के अनुसार उद्योगकोड (रा०उ०वर्गी०-०४ का ४ अंकीय स्तर कोड) Ind. Code as per Frame(4-digit level of NIC-04)	
5	विवरणी के अनुसार उद्योग कोड (रा०उ०वर्गी०-०४ कद्वि -५- अंकीय स्तर कोड)Ind.Code as per Return (5-digit level of NIC-04)	
6	उद्योग का विवरण Description of Industry	
7	राज्य कोड State Code	
8	जिला कोड District Code	
9	सैक्टर (ग्रामीण -१, नगरीय-२) Sector(Rural-1,Urban-2)	
10	क्ष०का०/उप क्ष०का० कोड RO/SRO code	
11	इकाइयों की संख्या No. of Units	
12	इकाई की स्थिति (कोड)Status of Unit(Code)	

ख मालिकों द्वारा भरे जाने हेतु B. TO BE FILLED BY OWNERS.

1	औद्योगिक उपक्रम का नाम एवं पता Name & address of the Industrial undertaking:	ग्राम / नगर Vill/Town: जिला District : राज्य State : पिन कोड Pin Code :
2	संगठन का प्रकार (कोड)Type of organisation(code)	
3	स्वामित्व का प्रकार (कोड)Type of ownership(code)	
4	यदि संगठन संकेतांक ४ और ५ हैं और स्वामित्व का प्ररूप संकेतांक ६, कम्पनी में कुल कितनी ईकाईया हैं If the type of organisation codes are 4&5 and type of ownership code is 6, how many total number of units company has	
5	इस राज्य में कितनी ईकाईया अवस्थित हैं How many units located in the same state	
6	आरम्भिक उत्पादन वर्ष Year of initial production	
7	लेखा वर्ष (..... से...) Accounting Year (.....to.....)	
8	कार्य के माहों की संख्या Number of months of operation	
9	क्या आपका यूनिट कम्प्यूट्रिफ़िड लेखा-जोखा रखता है(हा-१नहीं-२) Does your unit have computerised accounting system(Yes-1,No-2))	
10	क्या आपका यूनिट ए.एस.आई. आंकड़े कम्प्यूटर मीडिया पर दे सकता है(हा-१नहीं-२) Can your unit supply ASI data in Computer media (Yes-1, No-2)	
11	सम्पर्क किये गये व्यक्ति का नाम एवं पद Name & designation of contact person	टेलीफोन (एस.टी.डी. कोड सहित) Tele(with STD Code): फैक्स नं०FAX No. : ई मेल E-Mail :

घोषणा DECLARATION

मैं एतद द्वारा घोषणा करता हूँ कि मेरी जानकारी तथा विश्वास के अनुसार इस विवरणी में दी गई जानकारी सही तथा पूर्ण है ।

I hereby declare that information furnished in this return is correct and complete to the best of my knowledge and belief.

दिनांक Date :

स्थान Place :



(स्वामी के हस्ताक्षर मोहर सहित / Name and Signature of owner with stamp)

ग : स्थायी परिसम्पत्तियां

डी.एस.एल संख्या./पी.एस.एल संख्या

C : FIXED ASSETS.

DSL No./PSL No.....

क्र० सं० Sl. No.	परिसम्पत्तियों के प्रकार Type of Assets	सकल मूल्य (रु०) Gross value(Rs.)					मूल्य हास (रु०) Depreciation(Rs.)			निवल मूल्य (रु०) Net value (Rs.)	
		को आरंभिक Opening as on	वर्ष के दौरान अभिवृद्धियां Addition during the year		वर्ष के दौरान कटौती तथा सामजस्य Deduction & adj. during the year	को अन्तिम (३+ ४+ ५-६) Closing as on (3+4+ 5-6)	वर्ष के आरम्भ तक Upto year beginning	वर्ष के दौरान उपलब्ध कराया गया Provided during the year	वर्ष समाप्ति पर (८+ ९) Upto year end (8+9)*	को आरम्भिक (३- ८) Opening as on..... (3-8)	को अंतिम (७-१०) Closing as on..... (7-10)
			पुनर्मूल्यन के कारण Due to revaluation	वास्तविक अभिवृद्धियां Actual additions							
1	2	3	4	5	6	7	8	9	10	11	12
1.	भूमि Land										
2.	भवन Building										
3.	संयंत्र तथा मशीनरी Plant & Machinery										
4.	परिवहन उपस्कर Transport equipment										
5.	कम्प्यूटर उपस्कर सॉफ्टवेयर सहित Computer equip. inc. software										
6.	प्रदूषण नियंत्रण उपस्कर Pollution control equip.										
7	अन्य Others										
8.	उप-योग (२से ७) /Sub-total (2 to 7)										
9.	पूंजी कार्य प्रगति में Capital work in progress										
10.	योग (१+ ८+ ९)/ Total(1+8+9)										

*कृपया इस कालम अथात कालम 10 को भरने से पहले भाग-I के अनुदेशों को पढ़ ले

* Please refer the instructions Part-I before filling this column i.e. column 10.

क्र०सं० Sl.No	मदेItems	वर्ष के आरंभ में (रु०) Opening (Rs.)	वर्ष के अन्त में (रु०) Closing(Rs.)
1	2	3	4
1	कच्चा माल,संघटक तथा पैकिंग सामग्रीRaw Materials & Components and Packing material		
2	ईंधन तथा लुब्रीकेन्ट्सFuels & Lubricants		
3	कलपुर्जे भंडार तथा अन्य Spares, Stores and others		
4	उपयोग(१ से ३) Sub-total(1to3)		
5	अर्द्ध तैयार वस्तुएं / कार्य प्रगति परSemi-finished goods/work in progress		
6	तैयार वस्तुएंFinished goods		
7	कुल माल(४ से ६) Total inventory (4to6)		
8	अपने पास नकद तथा बैंक में Cash in Hand & at Bank		
9	विविध देनदारSundry Debtors		
10	अन्य चालू परिसम्पत्तियांOther current assets		
11	कुल चालू परिसम्पत्तियां(७ से १०) Total current assets (7to10)		
12	विविध लेनदार Sundry creditors		
13	बैंक तथा अन्य वित्तीय संस्थाओं से ओवरड्राफ्ट, नकद उधार तथा अन्य लघु कालिक ऋण Over draft, cash credit, other short Term loan from banks & other financial institutions		
14	अन्य चालू जिम्मेदारियों Other current liabilities		
15	कुल चालू जिम्मेदारियां(१२ से १४) Total current liabilities(12to14)		
16	कार्यशीलपूंजी(११-१५) Working Capital(11 - 15)*		
17	बकाया ऋण (ब्याजरहित लेकिन जमा सहित) Outstanding loans(excluding interest but including deposits)**		

* वर्ष के आरंभिक एवं अन्तिम मूल्यों में ऋणात्मक मूल्य या असामान्य अन्तर हो तो खंड के नीचे टिप्पणी दी जाए ।

Give reasons in the footnote for negative values and abnormal variation in opening and closing values.

** अगर बकाया ऋण में ब्याज शामिल है तो पद टिप्पणी दी जाए ।

If outstanding loans include interest, a footnote may be given.

क्र० सं० Sl. No	कर्मचारी की श्रेणीCategory of staff	श्रम दिवस जिनमें कार्य किया गयाMandays worked			औसत संख्या Average Number of persons worked	श्रम दिनो के भुगतान की संख्या No. of Mandays paid for	मजदूरी / वेतन (रु० में) Wages/salaries (in Rs.)	बोनस (रु० में) Bonus (in Rs.)	भविष्य निधि तथा अन्य निधियों में अंशदान (रु० में) Contribution to Provident fund and other fund (in Rs.)	कामगारों तथा कर्मचारी कल्याण पर व्यय (रु० में) Workmen &staff welfare expenses (in Rs.)
		विनिर्माण Manufacturing	गैर -विनिर्माण Non Manufact-uring	कुल Total						
1	2	3	4	5	6	7	8	9	10	11
1	सीधे नियुक्त् पुरुष कामगार Male Workers Employed directly									
2	सीधे नियुक्त स्त्री कामगार Female Workers Employed directly									
3	सीधे नियुक्त बाल कामगार Child Workers Employed directly									
4	उप-योग (१+ २+ ३) Sub-total (1+2+3)									
5	ठेकेदारों के माध्यम से नियुक्त कामगार Workers employed through contractors									
6	कुल कामगार(४+५) Total Workers (4+5)									
7	पर्यवेक्षकीय तथा प्रबन्धकीय कर्मचारी Supervisory & Managerial staff									
8	अन्य कर्मचारी Other employees									
9	गैर वेतन शुदा सक्रिय परिवार के सदस्य /स्वामी/सहकारी कारखाने के सदस्य Unpaid family members/proprietor/ Coop. members	५	५	५		५	X	X	X	X
10	कुल कर्मचारी (६+७+८+९) Total employees (6+7+8+9)									
11	कार्य दिवसों की संख्या Number of working days	1. विनिर्माण दिवस Manufacturing days								
		2. गैर -विनिर्माण दिवस Non-manufacturing days								
		3. योग (१+ २) Total (1+2)								
12	उत्पाद की कुल लागत (रु० में)Total cost of Production (in Rs.) खण्ड च के स्तम्भ ८,९,१० एवं ११ का मद १०(+) खण्ड छ के स्तम्भ ३ के मद ७,८,९ एवं १०(+) खण्ड झ के स्तम्भ ६ का मद २२(+) खण्ड ट के सतम्भ ६ का मद ७ Item 10,Col.8,9,10 &11 of Bl. E(+) item 7,8,9&10 Col. 3 of BL.F (+) item 22of Col.6 of Bl. H (+) item 7, Col 6 BL-i									

छ: अन्य व्यय F. OTHER EXPENSES

क्र०सं० Sl.No.	मदेItems	ख्यय (रु० मे) Expenditure (in Rs.)
1	2	3
1	औद्योगिक इकाई द्वारा आपूर्ति की गयी सामग्रियों पर अन्यो के द्वारा किया गया कार्यWork done by others on materials supplied by the industrial undertaking	
2	मरम्मत तथा रखरखाव Repair & Maintenance of	
	(i)भवन Building	
	ii) संयंत्र तथा मशीनरी Plant & Machinery	
	iii)प्रदुषण नियत्रण उपकरण घट्थद्घट्टद् दृद्धद्दृष्ट्द्द्वत्तद्	
	iv) अन्य स्थायी परिसम्पतियां Other Fixed Assets	
3	संकार्यगत व्यय Operating Expenses	
4	असंकार्यगत व्यय (बीमा प्रभार छोड़कर)Non-operating expenses (excluding insurance charges)	
5	बीमा प्रभार Insurance Charges	
6	संयंत्र तथा मशीनरी एवं अन्य स्थिर परिसम्पतियों के लिये दिया गया किरायाRent paid for P&M and other fixed assets	
7	कुल व्यय (१ से ६) Total Expenses (1 to 6)	
8	भवन के लिये दिया गया किराया डङ्गदढ ढ्रड्ड्टुडु ढदृद्ध उद्वत्तुडुत्वश्च	
9	पटटे पर ली गई जमीन के लिये चुकाया गया किराया या खनिजों , खननों तथा समान परिसम्पतियों पर दी गयी रॉयल्टियां Rent paid for land on lease or royalties on mines, quarries and similar assets	
10	प्राप्त किया गया व्याज Interest paid	
11	जिस रुप में खरीदी गयी उसी रुप में बेची गयी वस्तुओं का क्रय मूल्य Purchase value of goods sold in the same condition as purchased	

डी.एस.एल संख्या./पी.एस.एल संख्या **DSL No./ PSL NO**.....ज : अन्य निर्गत / प्राप्तियां **G. OTHER OUTPUT/RECEIPTS**[illegible]

क्र० सं० Sl. No	मद विवरण Item description	मद कोड *Item code (ASICC)	मात्रा की इकाई Unit of quantity	उपभुक्त मात्रा Quantity consumed	क्रय मूल्य (रु०में) Purchase value (in Rs.)	प्रति इकाई दर (रु०में) Rate per Unit (in Rs)
1	2	3	4	5	6	7
	प्रमुख दस मूल मदें (देशी)Major Ten Basic items(indigenous)	X	X	X	X	X
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	अन्य मूल्य मदें (देशी) Other basic items (indigenous)	99201	X	X		₹
12.	कुल मूल मदें (१ से ११) Total Basic items (1 to 11)	99901	X	X		₹
13.	गैर मूल रसायन सभी प्रकार के Non-basic Chemicals-All kinds	99203	X	X		₹
14.	पैकिंग मदें Packing items	99908	X	X		₹
15.	स्वयं उत्पादित बिजली Electricity own generated	99904	कि०वाटKWH		₹	₹
16.	खरीदी गई बिजलीElectricity purchased & consumed	99905	कि०वाटKWH			
17.	उपभुक्त पेट्रोल,डीजल, ऑयल, लुब्रिकेन्ट्स Petrol , Diesel , Oil, Lubricants consumed	99906	X	X		₹
18.	उपभुक्त कोयलाCoal Consumed	99907	टन च्चददङ्क			
19.	अन्य उपभुक्त ईंधन Other fuel consumed	99204	X	X		₹
20.	उपभोग्य सामग्री Consumable store	99220	X	X		₹
21.	कुल गैर मूल मदें (१३ से २०)(13 to 20) Total non-basic items (13 to 20)	99920	X	X		₹
22.	कुल आगतें (१२ से २१) Total input (12 +21)	99930	X	X		₹
23.	विद्युत की कोई अतिरिक्त आवश्यकता अपुरित मांग Any additional requirement of electricity(unmet demand)	X	कि०वाटKWH		₹	₹

* क्षे.स.प्र.के अधिकारियों द्वारा नहीं भरना हे* Not to be filled by FOD Officials

ट : आगत मदें - केवल सीधे आयातीत मदें (उपभुक्त)

डी.एस.एल संख्या./पी.एस.एल संख्या **DSL No./ PSL NO.....**

I. INPUT ITEMS - directly imported items only (consumed)

क्र०सं० Sl. No	मद विवरण (पांच प्रमुख आयातीत वस्तुये) Item description (Major five imported items)	मद कोड Item code *(ASICC)	मात्रा की इकाई Unit of quantity	उपभुक्त मात्रा Quantity consumed	वितरण के समय क्रय मूल्य (रु० में) Purchase value (in Rs.)	प्रति इकाई दर (रु०में) Rate per Unit (in Rs)
1	2	3	4	5	6	7
1						
2						
3						
4						
5						
6	अन्य आयातीत मदें Other imported items	99221	X	X		₹
7	कुल आयात उपभुक्त(१ से ६) Total imports (consumed) (1 to 6)	99940	X	X		₹

* क्षे.स.प्र.के अधिकारियो द्वारा नहीं भरना हे* Not to be filled by FOD Officials

ठ . उत्पाद तथा उप उत्पाद (इकाई द्वारा विनिर्मित)

डी.एस.एल संख्या./पी.एस.एल संख्या **DSL No./ PSL NO.....**

J. PRODUCTS AND BY-PRODUCTS (manufactured by the unit)

क्र. सं. Sl. No.	उत्पाद /उप उत्पाद विवरण (प्रथम दस प्रमुख मदें ,मूल्य के अनुसार कोई ब्रांड नाम नहीं) Product /By-product descriptions (First ten major items as per value-no brand name)	मद कोड *Item code (ASICC)	मात्रा की इकाई Unit of quantity	विनिर्मित मात्रा Qty. Manuf-actured	बेची गई मात्रा Qty. sold	सकल बिक्री मूल्य (रु०.) (सब्सिडी सहित) Gross sale Value (Rs.) (including subsidy received)	वितरण व्यय (रु०) Distributive expenses(Rs.)				प्रति इकाई निबल बिक्री मूल्य (रु०) (७-११)/६ (Per unit net Sale value (Rs. 0.00) (7-11)/ 6	उत्पादन का फैक्ट्री बाह्य मूल्य (रु०) (१२ X ५) Ex-Factory Value of Output (Rs.) (12x5)
							उत्पाद शुल्क Excise duty	बिक्री कर Sales Tax	अन्य Others	कुल Total		
1	2	3	4	5	6	7	8	9	10	11	12	13
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11	अन्य उत्पाद / उप उत्पाद Other products/ by products	99211	X	X	X						X	
12	कुल (१ से ११) Total (1 to 11)	99950	X	X	X						X	

नोट : कम्पनी द्वारा सभी ईकाईयों के लिये उत्पादित सभी उत्पादों/उप उत्पादों का सकल बिक्री मूल्य (हजार रु० में)

Note: Gross sale value of all products/by-products produced by the company for all the units (Rs. Thousand) =

* क्षेत्र.स.प्र.के अधिकारियों द्वारा नहीं भरना है* Not to be filled by FOD Officials

केवल सरकारी कार्य हेतु
FOR OFFICAL USE ONLY

ड. क्षेत्र संकायों का विवरण

K. Particulars of field operations:

1	अधीक्षक / वरी. अधीक्षक का नाम Name of Supdt./Sr. Supdt.		5	कारखाने से प्राप्ति की तिथि Date of receipt from factory	
2	अधीक्षक / वरी. अधीक्षक के हस्ताक्षर Signature of Supdt./Sr. Supdt.		6	सत्यापन / संकलन की तिथि Date of Verification / Compilation	
			7	अधीक्षक / वरी. अधीक्षक द्वारा जमा कराने की तिथि Date of submission by Supdt./ Sr. Supdt.	
3	संवीक्षा अधिकारी का नाम व पद Name & Designation of Scrutinising officer		8	संवीक्षा की तिथि Date (s) of Scrutiny	
4	संवीक्षा अधिकारी के हस्ताक्षर Signature of Scrutinising officer		9	प्रेषण की तिथि Date of Despatch	

द

अधीक्षक / वरी. अधीक्षक/संवीक्षा अधिकारी की टिप्पणीयां कृपया नोट करें कि असामान्य प्रविष्टियों के लिए कारण तथा महत्वपूर्ण लक्षणों (जैसे जी०वी०ए० कार्यशील पूंजी, मजदूरी दर, मजदूरों की संख्या, वितरण व्यय, मूल्यहास आदि) के सम्बन्ध में प्रविष्टियां सदैव दिये जाने चाहिए। उदाहरण के लिए उच्च जी०वी०ए० के लिए बड़ी हुई मांग / उत्पादन, लाभ सरकारी परिदान कारण हो सकते हैं या कम जी०वी०ए० के लिए घटी हुई मांग/ उत्पादन क्षमता - न्यून उपयोग, उच्च आगत आदि कारण हो सकते हैं। इसी प्रकार कुछ महत्वपूर्ण अनुपातों जैसे निर्गत आगत अनुपात, मूल्यहास / वितरण व्यय निर्गत उत्पादन आदि अनुपात के असामान्य मूल्यों के कारण दिये जाने चाहिए।

L. Comment of Supdt./Sr. Supdt./Scrutinising officer (Please note that reasons for abnormal values or entries (high or low) in respect of important characteristics (such as GVA, working capital wage rate, number of workers, distributive expenses, depreciation etc.) should be given invariable, for instance reason for high GVA could be increase demand/production, profit, govt subsidy; or for low GVA, the reasons could be decreased demand/production, capacity under-utilisation, high input cost etc. Similarly, reasons for abnormal values of certain important ratios e.g. ratio of output to input, ratio of depreciation/distributive expenses to output etc. should be given. Please refer to detailed instructions also for further guidance.

THE FACTORIES ACT 1948

[63 OF 1948]

(m) "**Factory**" means any premises including the precincts thereof

(i) Wherein ten or more workers are working or were working on any day of the preceding twelve months, and in any part of which a manufacturing process is being carried on with the aid of power or is ordinarily so carried on, or,

(ii) Wherein twenty or more workers are working or were working on any day of the preceding twelve months, and in any part of which a manufacturing process is being carried on without the aid of power or is ordinarily so carried on, but does not include a mine subject to the operation of the Mines Act, 1952, or a railway running shed.

The "**Manufacturing Process**" referred to above has been defined [vide section 2(k)] in the Factories Act, 1948 as:

"Any process for-

(i) making, altering, ornamenting, finishing, packing, oiling, washing, cleaning, breaking up, demolishing or otherwise treating or adapting any article or substance with a view to its use, sale, transport, delivery or disposal; or,

(ii) pumping oil, water or sewage; or,

(iii) generating, transforming or transmitting power; or,

(iv) composing types for printing by letter press, lithography, photogravure or other similar process or book binding; or,

(v) constructing, reconstructing, repairing, refitting, finishing or breaking up ships or vessels.

(vi) Preserving or storing any article in cold storage"

[Abstract from Factories Act 1948 for ASI]