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Instructions to Field Staff

खंड/Volume-I

अभिकल्प, संकल्पनाएँ, परिभाषाएँ एवं प्रक्रियाएँ

Design, Concepts, Definitions and Procedures

समाजार्थिक सर्वेक्षण

SOCIO-ECONOMIC SURVEY

अप्रैल 2026 – मार्च 2027

APRIL 2026 – MARCH 2027

राष्ट्रीय घरेलू आय सर्वेक्षण

National Household Income Survey

घरेलू सर्वेक्षण प्रभाग

Household Survey Division

राष्ट्रीय सांख्यिकी कार्यालय

National Statistics Office

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Ministry of Statistics and Programme Implementation

भारत सरकार

Government of India

फरवरी 2026

February 2026

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Chapter One

Coverage, Concepts, Design and Definitions

1.0. INTRODUCTION

1.0.1. The National Sample Survey (NSS) was set up by the Government of India in 1950 to collect socio-economic data employing scientific sampling methods. Till date NSS has conducted 80 rounds of surveys covering a number of subjects of contemporary interests apart from undertaking several ad-hoc surveys outside the ambit of NSS rounds and pilot surveys as well as methodological studies.

1.1. OBJECTIVE OF THE SURVEY

1.1.1. Objective of 'National Household Income Survey' (Schedule NHIS26):

National Household Income Surveys (NHIS) will provide information on people's living conditions and income patterns. Economic analysts and policy makers have identified three main purposes for compiling information on income distribution. The first is driven by a desire to understand how the pattern of income distribution can be related to patterns of economic activity and the returns to labour, capital and land, and to the way in which societies are organised. The second reflects the concerns of policy makers to determine the need for both universal and socially targeted actions on different socio-economic groups and to assess their impact. The third is an interest in how different patterns of income distribution influence household well-being and people's ability to acquire goods and services that they need to satisfy their needs.

Information collected in household income survey will primarily be used to know how income is distributed across different segments of the population and also across different geographies. Data vis-à-vis estimates of income generated from NHIS would allow for inter-personal comparison of incomes and the analysis of sources and patterns of income generation

1.2. OUTLINE OF THE SURVEY

1.2.1. GEOGRAPHICAL COVERAGE OF THE SURVEY

The survey will cover the whole of the Indian Union *except* some villages in Andaman and Nicobar Islands which remain inaccessible throughout the year.

1.2.2. SURVEY PERIOD

The survey will be conducted during the period April 2026 – March 2027.

1.2.3. SUB ROUNDS

The survey period will be divided into four sub-rounds, each of three months duration as mentioned below:

Sub-round	Period
Sub-round 1	April – June 2026
Sub-round 2	July – September 2026
Sub-round 3	October – December 2026
Sub-round 4	January – March 2027

In each of these four sub-rounds, equal number of sample First Stage Units (FSUs) will be allotted for survey with a view to ensure uniform spread of sample FSUs over the entire survey period. Attempt will be made to survey each of the FSUs during the sub-round to which it is allotted. Because of the arduous field conditions, sub-round restrictions will not be strictly enforced in Andaman and Nicobar Islands, Lakshadweep, Ladakh and rural areas of Arunachal Pradesh and Nagaland.

1.2.4. SCHEDULES OF ENQUIRY

Computer-assisted personal interviewing (CAPI) method will be used for collection of information in the survey. The CAPI software is based on the following schedules of enquiry:

Schedule 0.0	:	List of households
Schedule NHIS26	:	National Household Income Survey

1.3. CONTENT OF VOLUME I

This volume of instruction contains three chapters. Chapter One gives an overview of the survey operation and discusses the concepts and definitions of important technical terms to be used in the survey. It also describes the sample design and procedure of selection of households. Chapter Two contains instructions for collection of information relating to Schedules 0.0 while detailed guidelines for collection of information in Schedule NHIS26 are discussed in Chapter Three. A list of frequently asked questions (FAQs) has been provided at the end of Chapter Two.

1.4. SAMPLING DESIGN

1.4.01. OUTLINE OF SAMPLING DESIGN

A multi-stage stratified sampling design will be used where villages/urban blocks or Sub-Units (SUs) of these are regarded as the First Stage Units (FSU) and the households as the Ultimate

Stage Units (USU). Both the FSUs and USUs will be selected with Simple Random Sampling Without Replacement (SRSWOR).

1.4.02. SAMPLING FRAME FOR FIRST STAGE UNIT

The sampling frame for urban sector is the list of Urban Frame Survey (UFS) blocks as per the latest UFS updated as on 1st October 2025 and for rural sector, it is the list of villages as per Census 2011 updated after removing those villages which are urbanized and included in latest UFS (updated as on 1st October 2025. Sometimes, with a view to ensure uniformity in the size of FSUs and for operational convenience, large villages/UFS blocks are notionally divided into smaller units of more or less equal size, known as sub-units (SUs) using a pre-defined criteria based on population in the village or number of households in the UFS block. The sector-specific criteria for sub-unit formation are as below:

1.4.02.1. Rural Sector

(i) The number of SUs to be formed in the villages (with Census 2011 population of 1000 or more and except some States/UTs) is decided based on projected present population of the village. The criteria for formation of the SUs are given below:

Projected Population of the village	Number of SUs to be formed
less than 1200	1
1200 to 2399	2
2400 to 3599	3
…	…

(ii) For rural areas of Himachal Pradesh, Sikkim, Andaman & Nicobar Islands, Ladakh, parts of Uttarakhand (except four districts - Dehradun, Nainital, Haridwar and Udham Singh Nagar), Jammu and Kashmir (seven districts Poonch, Rajouri, Udhampur, Reasi, Doda, Kishtwar, Ramban) and Idukki district of Kerala; SU is formed in a village if as per Census 2011 is more than or equals to 500. The criteria for the number of SUs to be formed are as below:

Projected Population of the village	Number of SUs to be formed
less than 600	1
600 to 1199	2
1200 to 1799	3
…	…

1.4.02.2. Urban Sector

Sub-units are formed in the UFS blocks with number of households 250 or more. The number of SUs to be formed within the UFS blocks is decided by the following criteria:

Number of Households in UFS Block	Number of SUs to be formed
less than 250	1
250 to 499	2
500 to 749	3

Number of Households in UFS Block	Number of SUs to be formed
…	…

Thus, the list of villages / UFS blocks / SUs (for those villages or UFS blocks where sub-units are formed) together constitute the sampling frame for selection of the First Stage Units.

1.4.03. STRATIFICATION OF FSUs

The primary geographical unit, called *basic stratum* within a state/UT for rural and urban sectors is a *district*.

1.4.03.1. Rural Sector

(i) A **Special Stratum** comprising of all the uninhabited villages as per Census 2011 is formed at all-India level.

(ii) The remaining villages within each district will constitute a separate stratum.

1.4.03.2. Urban Sector

Two or more strata will be formed in urban areas of each basic stratum with the following criteria:

(i) Each million plus city as per census 2011 will be considered as a separate stratum.

(i.1) Within each million-plus city, two strata will be formed: one comprising of all affluent blocks, and the other consisting of the remaining non-affluent blocks.

(ii) Rest of the urban areas of the district will constitute another stratum.

(ii.1) Within the remaining urban areas of the district, two strata are formed: one comprising of all affluent blocks, and the other consisting of the remaining non-affluent blocks.

Information as available from the latest Urban Frame Survey will be used in deciding whether a block is affluent or not. If, within any stratum (i.e., entire urban area of a district, a million-plus city, or the remaining urban areas excluding million-plus cities), the number of blocks of a particular type is very small, separate strata for such groups will not be formed.

1.4.04. SUB-STRATIFICATION OF FSUS

In rural sector, the number of groups or sub-strata to be formed within a stratum (which is a district excluding all uninhabited villages) will depend on the sample size allocated to the stratum based on its population size. The minimum allocation for a rural stratum is 4 FSUs. In each stratum with more than 4 allotted FSUs (i.e., where $n > 4$), 2 or sub-strata (groups) will be formed. For formation of these sub-strata, the villages within a stratum will be ordered in terms of its population size. These ordered villages will be clubbed into $n/4$ groups such that each group comprising of a number of villages (all SUs of a village considered together) of the arranged frame has more or less equal population.

In the urban sector, sub-strata will be formed in those strata where the allotted number of FSUs is more than 4 (i.e., n > 4). For all strata with n > 4, all the UFS blocks within the strata will be first arranged in ascending order of total number of households in the UFS blocks as per urban frame. Then sub-strata will be demarcated in such a way that each sub-stratum comprising of number of UFS blocks (all SUs of a block considered together) has more or less equal number of households. If the number of blocks in a particular stratum is very small, no sub-stratum will be formed in the stratum.

1.4.05. CRITERIA FOR ALLOCATION OF FSUs IN STATUM

A criterion, in terms of projected population content as described below is proposed for deciding allocation of FSUs (urban blocks or villages or sub-units) in the basic stratum:

FSU allocation criteria for basic stratum

Size Class	Population	Annual Allocation	Size Class	Population	Annual Allocation
1	Less than 3 lakhs	4 FSUs	12	40 lakhs to 48 lakhs	56 FSUs
2	3 lakhs to 6 lakhs	8 FSUs	13	48 lakhs to 56 lakhs	68 FSUs
3	6 lakhs to 8 lakhs	12 FSUs	14	56 lakhs to 64 lakhs	80 FSUs
4	8 lakhs to 12 lakhs	16 FSUs	15	64 lakhs to 72 lakhs	92 FSUs
5	12 lakhs to 16 lakhs	20 FSUs	16	72 lakhs to 80 lakhs	104 FSUs
6	16 lakhs to 20 lakhs	24 FSUs	17	80 lakhs to 88 lakhs	116 FSUs
7	20 lakhs to 24 lakhs	28 FSUs	18	88 lakhs to 96 lakhs	128 FSUs
8	24 lakhs to 28 lakhs	32 FSUs	19	96 lakhs to 100 lakhs	136 FSUs
9	28 lakhs to 32 lakhs	36 FSUs	20	100 lakhs to 120 lakhs	160 FSUs
10	32 lakhs to 36 lakhs	40 FSUs	21	120 lakhs to 140 lakhs	184 FSUs
11	36 lakhs to 40 lakhs	44 FSUs	22	140 lakhs to 160 lakhs	208 FSUs

The projected population for each district is obtained using the State × Sector level growth rates computed from the projected population figures as on 1st October 2025, available from the report, ‘Population Projections for India and States 2011-2036’ of the Technical Group on Population Projections, Ministry of Health and Family Welfare, Government of India. The allocation is adjusted to ensure uniformity in the population distribution across sample FSUs within each State/UT and minimum allocation in million plus cities to form a separate stratum. For special stratum formed in rural areas, 16 FSUs will be allocated.

1.4.06. SAMPLE SIZE

22,260 FSUs are required to be surveyed for the central sample at all-India level. State / UT-wise allocation of sample FSUs is given in Table 1 of page A-21.

1.4.07. ALLOCATION OF SAMPLE TO STATES AND UTS

The total number of sample FSUs will be allocated to the States and UTs on the basis of the criteria discussed in Section 1.4.05 subject to a minimum allocation of 16 FSUs (8 each for the rural and urban sector).

1.4.08. ALLOCATION TO SUB-STRATA

Allocation of FSUs for each sub-stratum will be 4 in both rural and urban sectors.

1.4.09. SELECTION OF FSUS WITHIN STRATUM/SUB-STRATUM

The required number (one-fourth of the total annual allocation) of FSUs from each of the stratum / sub-stratum will be selected independently for each of the four sub-rounds by Simple Random Sampling Without Replacement (SRSWOR).

1.4.10. FORMATION OF SUB-DIVISION

It has been experienced that in some of the selected FSUs, the actual present population is significantly higher than the projected population/Census population and this may cause operational inconvenience for listing of all the households. In such a situation, the selected FSU is notionally sub-divided into several smaller units, called Sub-division. The criteria for determining the number of Sub-divisions to be formed in the selected rural (except areas mentioned in Point ii Section 1.4.02.1) /urban FSU is given below.

Approx. present population of the selected FSU	Number of Sub-divisions to be formed
less than 1500	1
1500 to 2399	2
2400 to 3599	3
3600 to 4799	4
…	…

The criteria for determining the number of Sub-divisions in rural areas mentioned in Point (ii) of Para 1.4.02.1 are as below:

Approx. present population of the selected FSU	Number of Sub-divisions to be formed
less than 750	1
750 to 1199	2
1200 to 1799	3
1800 to 2399	4
…	…

Only one Sub-division is selected randomly after forming the required number of Sub-divisions. Further, listing and selection of households are done in the selected Sub-division only.

1.4.11. FORMATION OF SECOND STAGE STRATA (SSS)

The criteria for determining the Second Stage Strata (SSS) and number of households to be surveyed for different SSS will be as follows:

SSS formation criteria for rural sector –

Household Type	SSS Number	SSS Description	Number of Sample Household
Self-employed in agriculture	SSS-11	Area of land Owned < B	3
	SSS-12	Area of land Owned ≥ B	3
Self-employed in non-agriculture	SSS-21	UMPCE < A	2
	SSS-22	UMPCE ≥ A	2
Regular wage/salary earner	SSS-31	UMPCE < A	2
	SSS-32	UMPCE ≥ A	2
Casual Labour	SSS-40	-	4
Others	SSS-90	-	2
All			20

SSS formation criteria for urban sector –

Household Type	SSS Number	SSS Description	Number of Sample Household
Self-Employed	SSS-11	UMPCE < A	2
	SSS-121	UMPCE ≥ A and Highest level of education among the members of the household is below 'Higher secondary (12th)'	2
	SSS-122	UMPCE ≥ A and Highest level of education among the members of the household is either 'Higher secondary	2

Household Type	**SSS Number**	**SSS Description**	**Number of Sample Household**
		(12th)' or 'graduate and above'	
Regular wage / salary earner	SSS-21	UMPCE < A	4
	SSS-221	UMPCE ≥ A and Highest level of education among the members of the household is below 'Higher secondary (12th)'	2
	SSS-222	UMPCE ≥ A and Highest level of education among the members of the household is either 'Higher secondary (12th)' or 'graduate and above'	3
Casual Labour	SSS-40	-	3
Others (*includes Code 4 and 9*)	SSS-90	-	2
All			20

For a given FSU, the cutoff values, i.e., A (Usual Monthly Per Capita Consumption Expenditure (UMPCE) and B (area of land owned) will be determined separately for different types of households. To compute the value of A, the households of a particular type within an FSU will be arranged in ascending order of UMPCE and the median or 50% percentile value of the distribution will be considered as A. Similarly, to derive value of B, the area of land owned by the households of a particular type will be arranged in ascending order of area of land owned, and the 60th percentile value of the distribution will be considered as B.

1.4.12. SELECTION OF HOUSEHOLDS

The required number of sample households from each SSS are selected by the SRSWOR scheme.

1.5. CONCEPT AND DEFINITION

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

1.5.01. POPULATION COVERAGE

The following rules regarding the population to be covered are to be followed for 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 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. Neither the foreign nationals nor their domestic servants will be listed, 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, Border Security Force, Central Industrial Security Force 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 the appropriate authorities.
5. Orphanages, rescue homes, ashrams and vagrant houses are outside the survey coverage. However, the residential staff of these institutions may be listed. People staying in old age homes will be covered in the survey.

1.5.02. 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.

1.5.03. 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 during the survey period) but exclude temporary visitors and guests (expected total period of stay less than 6 months during the survey period). 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.

1.5.04. HOUSEHOLD SIZE

The number of members of a household is its size.

1.5.05. HOUSEHOLD'S USUAL MONTHLY CONSUMPTION EXPENDITURE (RS.)

This information is collected to classify the households into different UMPCE (Usual Monthly Per Capita Consumption Expenditure) classes. Household consumption expenditure (HCE) is the sum of monetary values of all goods and services consumed (out of purchase or procured otherwise) by the household on domestic account (i.e., all expenditures excluding those for entrepreneurial purposes) during a reference period. Procedure for deciding consumption of goods and services by a household is same as that followed in Household Consumption Expenditure Survey of NSS. Unusual expenditures, such as expenditure on social ceremonies, capitation fee, hospitalization, etc., are to be excluded for deriving usual monthly consumption expenditure of the household. Further, all types of transfer payments made such as gifts given to beggar, income tax paid, if any, will not be covered under consumer expenditure. However, expenditure on household durable goods is to be included.

Household's usual monthly consumption expenditure will be derived through the following items:

(i) usual consumption expenditure in a month for household purposes out of purchase (including online purchase) of goods and services excluding items like clothing, footwear (A)

(ii) imputed value of usual consumption in a month from home grown stock like, rice, cereals, pulses, vegetables, milk, firewood, chips, cow dung, etc. (B)

(iii) imputed value of usual consumption in a month from wages received in kind, free collection, gifts, etc. (C)

(iv) expenditure on purchase of items like clothing, footwear, etc. during last 365 days (D)

(v) expenditure on purchase of household durables like bedstead, furniture, vehicles, TV, fridge, fans, cooler, AC, mobile, computer, kitchen equipment, etc. during last 365 days (E)

In (i) to (v) entry will be made in whole number in rupees.

From the entries in (i) to (v), UMPCE will be derived in whole number of rupees rounded to the nearest rupee as: [A + B + C +(D+E)/12]

(a) **Usual consumption expenditure in a month for household purposes out of purchase (including online purchase) of goods and services excluding items like clothing, footwear (A):** Regular monthly expenditure incurred by the household for purchase (including online purchase) of goods and services for household purposes will be included here whereas expenses on items like clothing, footwear and purchase of durable goods will be excluded from the coverage of this item. Further, cash remittances should not be reported under this item.

(b) **Imputed value of usual consumption in a month from home grown stock like, rice, cereals, pulses, vegetables, milk, firewood, chips, cow dung, etc. (B):** There are some households, especially in rural areas, who use (i.e., consume) items of household consumer goods like rice, cereals, pulses, vegetables, milk, firewood & chips, cow dung etc., from home grown stock on a regular basis. For households who use items of household consumer goods from home grown stock on regular basis, the imputed value of such usual consumption in a month at ex farm/ ex-factory price will be recorded here.

(c) **Imputed value of usual consumption in a month from wages in kind, free collection, gifts, etc. (C):** There are some households who regularly consume goods and services that are received in exchange of goods and services provided by them. For wage salaried employees, such services received could be perquisites like free electricity, free telephone services, free medical services, etc. For agricultural labourers, such goods and services received could be food-grains, vegetables, meals etc., as payment for wages in kind. In some cases, it may also happen that household regularly consumes goods and services received as gifts or obtained through free collection. For households who regularly consume goods and services received as (1) wages in kind, (2) in exchange of goods provided by them, (3) as gifts or (4) obtained through free collection, etc., the imputed value of such usual consumption in a month at local retail prices will be recorded here. Mid-day meals received by household members also will be considered for making entries against this item.

Points to remember:

- For households who regularly consume goods and services received as wages in kind, in exchange of goods provided by them, as gifts or obtained through free collection etc.; the imputed value of such usual consumption in a month at local retail prices is to be recorded.
- Goods and services received as gifts or obtained through free collection or allotted by Government (e.g., fund allotted for students in Government sponsored school) which are regular in nature are only to be considered for reporting.
- If goods and services received at subsidised rates, local retail price is to be imputed.
- Rent of leased out land received in kind, and consumed by the household, is to be considered and imputed value of good received is to be recorded.

(d) **Expenditure on purchase of items like clothing, footwear, etc. during last 365 days (D):** Expenditure on purchase of items like clothing footwear, etc., which generally are not purchased on a regular basis during the last 365 days will be recorded in here.

(e) **Expenditure on purchase of household durables like bedstead, furniture, vehicles, TV, fridge, fans, cooler, AC, mobile, computer, kitchen equipment, etc. during last 365 days (E):** Expenditure incurred by the household during the last 365 days for purchase (including online purchase) of household durable goods like, bedstead, furniture, vehicles, TV sets, fridge, fans, cooler, AC, mobile phones, computers, kitchen equipment, etc., will be recorded here. Expenditure for construction of household durable goods will be considered for reporting in this item.

Points to remember:

- If a household purchases a car or any other durable goods on hire purchase basis, the actual amount paid, which may include down payment and/or payment of instalments, during the reference period is to be recorded irrespective of whether such durable goods was purchased during the reference period.
- If a car or any other durable goods is purchased during last 365 days by taking loan from bank and instalments are being paid to the bank as repayment of loan, the full purchase amount of such durable goods is to be considered and reported instead of the amount of instalments paid during the last 365 days.
- Cost of repair/ servicing of vehicle will be considered for reporting in this item.
- Major repair/construction of durable goods which intends to increase the life of the durable goods will be considered for reporting in this item.
- Minor repair of the durable goods or minor repair made for the purpose of beautification of house/flat which will be considered for reporting in this item.

Special procedure for expense on tuition fees, hostel room charges and hostel mess charges: If these expenses are incurred with a monthly periodicity, they will naturally come under 'A'. But if they are incurred semester-wise, or quarterly or annually, the average expenditure per month is to be calculated and included in 'A'. Note, however, that in case of hostel students, these expenditures should be accounted in the student's household and not in the 'parent' household. This is because rent and tuition fees regularly paid by a household (parent household) for a member of another household (usually a hostel student) are covered by the Use Approach. For simplicity, the above procedure will be followed for tuition fees paid for non-hostel students as well. That is, if tuition fees are not paid monthly and therefore not reported in 'A', the monthly average over a year will be included in 'A'.

Points to remember:

- Amount spent for purchase of flats/houses will not be considered for calculating UMPCE excluded as it is treated as an investment/capital expenditure.
- Expenditure incurred for regular medical treatment or diagnosis (e.g., dialysis for kidney impairment, chemotherapy/radiology for cancer) will be considered for calculating UMPCE. However, any expenditure on hospitalisation, which is not of regular nature, will be excluded.
- Expenditure incurred for payment of insurance premium, will be excluded as it is essentially a transfer payment, and all types of transfer payments are outside the purview of consumption expenditure.

1.5.06. HOUSEHOLD TYPE

The household type, based on the means of livelihood of a household, is 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 is to be considered; but the incomes of servants and paying guests are not to be taken into account.

In ***rural areas*** a household will belong to any one of the following seven household types **–**

self-employed in agriculture -1	*casual labour– 4*
self-employed in non-agriculture – 2	*others-9*
regular wage/salary earning - *3*	

For ***urban areas***, the household types are

self-employed-1	*interest, pensioner, remittances earner- 4*
regular wage/salary earning-2	*others-9*
casual labour-3	

1.5.06.1. PROCEDURE FOR DETERMINING HOUSEHOLD TYPE IN RURAL AREAS

The broad household types in rural areas to be used in this round are *self-employed*, *regular wage/salary earning*, *casual labour* and *others*.

Firstly, the households, which do not have any income from economic activities, shall be classified under "*others".*

Out of the remaining households, the household's income from economic activities will be considered. A household will be first categorized as '*self-employed*', *regular wage/salary earning*' or '*casual labour*' depending on the single major source of its income during the last 365 days from self-employment, regular wage/ salaried employment or casual labour employment, respectively.

For a household, which has a major income from self-employment (i.e., income from self-employment is more than the earning of each of regular wage/salary and casual labour), the broad household type will be *self-employed*.

For a household, which has major income from regular wage/salary, the broad household type will be *regular wage/salary earning*.

For a household, which has a major income from casual labour, the broad household type will be *casual labour*.

Within each of the broad categories of *self-employed* households, two specific household types, viz., ‘in agriculture’ and ‘in non-agriculture’ will be distinguished, depending on their major income from agricultural activities (sections A of NIC-2025) and non-agricultural activities (rest of the NIC-2025 sections, excluding section A) during last 365 days.

The specific household types for the households whose major source of income during last 365 days is from self-employment are “s*elf-employed in agriculture”* and *“self-employed in non-agriculture”.*

1.5.06.2. PROCEDURE FOR DETERMINING HOUSEHOLD TYPE IN URBAN AREAS

The different household types correspond to four sources of household income, unlike the rural sector where seven sources are considered. An urban household will be assigned the type self-employed, regular wage/salary earning, casual labour or others corresponding to the major source of its income from economic activities during the last 365 days. Further, if a household does not have any income from economic activity but earning from interest received against past investments or receiving pension from former employer or receiving remittances from non-household members will be classified as ‘interest, pensioner, remittances earner’. A household which does not have any income from economic activities nor have any income from interest, pension or remittances will be classified under others.

1.5.07. 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, hairdressers, barbers, beauticians, watchmen, gate keepers, agricultural labourers, plantation labourers and related workers.
The household type along with the nature of work as manual or non-manual will identify ‘agricultural labour’ households and ‘other labour’ households in rural areas. ‘Agricultural labour’ households and ‘other labour’ households together constitute ‘rural labour’ households.

1.5.08. WORKER (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 statuses under the broad activity category 'working or being engaged in economic activity'.

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.

1.5.09. BROAD STATUSES IN EMPLOYMENT

Three broad statuses in employment are *self-employed*, *regular salaried/wage employee* and *casual wage labour*. Definitions of these statuses in employment are given below:

1.5.09.1. SELF EMPLOYED

Person who operates 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 self-employed person is further categorized 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.

(iii) *helpers in household enterprise***:** The helpers are a category of self-employed persons 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.

1.5.09.2. 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 generally used synonymously for such workers. For the purpose of this survey, all such workers will be categorized 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.

1.5.09.3. 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 with 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 a piece rate. Similarly, a woman engaged in tailoring or embroidery work on order from a wholesaler, or making *pappad* on order from some 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 *an 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.

1.5.09.4. REGULAR WAGE / SALARIED EMPLOYEE

Person 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 person getting time wage but also person receiving piece wage or salary and paid apprentices, both full time and part-time.*

1.5.09.5. 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 labours can be seen who normally engage in *'public works'* activities.

1.5.09.6. INTEREST, PENSIONER AND REMITTANCES EARNER

A person does not have any income from economic activity but earning from sources like interest received from past investments, pension received from former employer, remittances received from non-household members etc. will be classified as ‘interest, pension, remittances earner’.

1.5.09.7. OTHERS

A household which does not have any income from economic activities nor have any income from interest, pension or remittances will be classified under others. For example, a single-member household where the individual is a college student receiving only a scholarship will be classified under others.

1.5.10. LAND POSSESSED

Land possessed by a household is defined as land owned (including land under ‘owner like possession’) + land leased in - land leased out + land otherwise possessed (i.e., neither owned nor leased in) by that household.

1.5.10.1. LAND OWNED

For the purpose of this survey, all land which are either ‘owned’ and / or ‘owned and leased-out’ by the households will be considered, irrespective of its use. The land may be homestead land and other land which may be used for agricultural purpose or for other purposes. The land (which includes ponds/other water bodies, area under forest etc.) of the household may be used for agricultural purposes like growing of field crops, vegetables, fruits, tea, coffee, cocoa, rubber, production of livestock, poultry, fish, aquaculture, honey, silk-worm cocoons etc. The land of the household may be used for purposes other than agriculture like those land put to uses for buildings, paths, wells, land for running household enterprises and other non-agricultural uses, areas under forest/water bodies not used for agricultural purposes, culturable waste, used for miscellaneous tree crops and groves not covered under agricultural activities, permanent pastures and other grazing land, barren and unculturable waste, etc. **It includes land owned outside the FSU also (but within the geographic boundary of the country).**

1.5.10.2. OWNERSHIP OF LAND:

A plot of land is considered to be owned by the household if permanent heritable possession, with or without the right to transfer the title, is vested in a member or members of the household. Land held in owner-like possession under long term lease or assignment is also considered as land owned. Thus, in determining the ownership of land two basic concepts are involved, namely,

(a) Land owned by the household, i.e., land on which the household has the right of permanent heritable possession with or without the right to transfer the title, e.g., Pattadars, Bhumidars, Jenmos, Bhumiswamis, Rayat Sithibans, etc. The land may be leased out to others by the owner without losing the right of permanent heritable possession.

(b) Land held under special conditions such that the holder does not possess the title of ownership but the right for long term possession of the land (for example, land possessed under perpetual lease, hereditary tenure and long-term lease for 30 years or more) will be considered as being held under owner like possession. In the States where land reform legislations have provided for full proprietorship to erstwhile tenants, they are to be considered as having owner like possession, even if they have not paid the full compensation.

Sometimes a piece of land may be possessed by a tribal in accordance with traditional tribal rights from local chieftains or village/district council. Again, a piece of land may be occupied by a tenant for which the right of ownership vests in the community. In both cases, the tribal or other individual (tenant) will be taken as owner, for in all such cases, the holder has the owner like possession of land in question.

1.5.10.3. LAND LEASED-OUT AND LEASED-IN:

Land given to others on rent or free by owner of the land without surrendering the right of permanent heritable title is defined as land leased out. It is defined as land leased-in if it is taken by a household on rent or free without any right of permanent or heritable possession. The lease contract may be written or oral. If the lease contract is written, it is considered as ‘recorded lease’ and if the lease contract is oral, it is considered as ‘non-recorded lease’.

Sometimes orchards and plantations are given to others for harvesting the produce for which the owner receives a payment in cash or kind. Such transactions will not be treated as ‘lease’ for the purpose of the survey.

1.5.10.4. OTHERWISE POSSESSED LAND:

This is understood to mean all public/institutional land possessed by the household without title of ownership or occupancy right (i.e. encroached land). The possession is without the consent of the owner. Private land (i.e. land owned by the household sector) possessed by the household without title of ownership and occupancy rights will *not* be included in this category. All private land encroached upon by the household will be treated as leased-in land.

1.5.10.5. HOMESTEAD LAND:

Homestead of a household is defined as the dwelling house of the household together with the courtyard, compound, garden, out-house, place of worship, family graveyard, guest house, shop, workshop and offices for running household enterprises, tanks, wells, latrines, drains and boundary walls annexed to the dwelling house. All land coming under homestead is defined as homestead land. Sometimes, gardens, orchards or plantations, though adjacent to the homestead and lying within the boundary walls, may be located on a clearly distinct piece of land. In such cases, land under garden, orchard or plantation will not be considered as homestead land.

Table 1: Allocation of Sample FSUs

State Name	Rural	Urban	Total
Jammu & Kashmir	176	124	292
Himachal Pradesh	112	40	152
Punjab	284	260	544
Chandigarh	-	32	32
Uttarakhand	120	100	220
Haryana	292	252	540
Delhi	32	300	340
Rajasthan	840	392	1256
Uttar Pradesh	2304	1000	3292
Bihar	1456	288	1744
Sikkim	32	36	68
Arunachal Pradesh	88	80	168
Nagaland	64	68	132
Manipur	56	48	104
Mizoram	44	40	84
Tripura	56	48	104
Meghalaya	56	40	96
Assam	492	160	652
West Bengal	808	544	1352
Jharkhand	428	204	632
Odisha	544	184	728
Chhattisgarh	392	208	600
Madhya Pradesh	944	464	1404
Gujarat	548	628	1172
Dadra & Nagar Haveli and Daman & Diu	24	28	52
Maharashtra	840	980	1812
Andhra Pradesh	484	352	832
Karnataka	556	516	1072
Goa	16	28	44
Lakshadweep	8	16	24
Kerala	252	392	644
Tamil Nadu	572	612	1184
Puducherry	16	32	48
A & N Island	28	20	48
Telangana	344	388	728
Ladakh	16	16	32
Uninhabited*	16	-	16
Total	13340	8920	22260

*A special rural stratum at all-India level has been formed comprising all uninhabited villages.

Chapter Two

Schedule 0.0: List of Households

2.0.0 Introduction

Schedule 0.0 is meant for listing of all the houses and households residing in the sample first stage unit (FSU). In this schedule some information on household size and other household particulars like household type, usual monthly consumption expenditure, amount of land owned etc. are collected. The auxiliary information will be used for grouping the households into different second-stage-strata (SSS). The sampling frame for selection of households will be prepared and details of the selection of sample households will be recorded in this schedule. Whenever Sub-Units (SUs) are required to be formed, particulars relating to the formation of SUs and identification of the selected SU are also to be recorded in this schedule. Concepts and definitions of various items have been given in Chapter One.

2.0.1 Structure of the schedule:

Schedule 0.0 contains the following blocks:

Block 0:	descriptive identification of sample FSU
Block 1:	identification of sample FSU
Block 2.1:	list of hamlets (only for rural samples with SU formation)
Block 2.2:	list of sub-units (SU) and identification of selected SU
Block 3:	sketch map for sub-units (SU) formation
Block 4:	identification of selected sub-unit and formation of sub-division
Block 5:	list of sub-divisions of selected SU with population equal to or more than 1500 (750 for special cases) and selection and identification of selected sub-division
Block 6:	sketch map of sub-division formation
Block 7:	list of households and selection of households for Schedule on National Household Income Survey (Schedule NHIS 2026)
Block 8:	particulars of sampling of households
Block 9:	remarks by Field Enumerator (FE)/Junior Statistical Officer (JSO)
Block 10:	remarks by field supervisor (FS) / senior statistical officer (SSO)
Block 11:	particulars of field operations

2.0.2 Unit of survey:

The first stage unit (FSU) is the village/UFS block/SU depending on the sampling frame. The Junior Statistical Officer (JSO)/Survey Enumerator (SE), on arrival at a sample FSU, will ascertain the exact boundaries of the village/UFS block which contains the SU. 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.

2.0.3 Formation of sub-units in rural areas:

Sub-unit formation will be resorted to in the villages with census 2011 population equal to or more than 1000. A village will be divided into a certain number (D) of sub-units (SUs). The number of SUs to be formed (i.e., the value of D) will be mentioned in the sample list. The criterion for deciding the number of SUs to be formed in a village has been discussed in detail in Chapter One.

The procedure for listing of hamlets and forming sub-units is outlined below.

2.0.3.1 **Procedure:** In a large village, there usually exists a few localities or pockets where the houses of the village tend to cluster together. These are called 'hamlets'. If 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 SU formation. The procedure for formation of SU 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 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 SUs to be formed in the village.

(iv) List the hamlets in Block 2.1 in order of their numbering. Indicate the present population content in terms of percentages.

(v) Group the hamlets into D number of SUs. The criteria to be adopted for SU 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, the difference between the population of the smallest and the largest SU (in terms of population content) formed may be kept at minimum to the extent possible. Indicate the grouping in the map.

(vi) Number the SUs serially in column (1) of Block 2.2. The SU containing hamlet number 1 will be numbered as 1, the SU with next higher hamlet number not included in SU 1 will be numbered as 2 and so on. Indicate the numbers also in the notional map. It is quite possible that an SU may not be constituted of hamlets with consecutive serial numbers.

2.0.4 Formation of SUs in urban areas:

If an UFS block has 250 or more households, it will be necessary to form SUs. Procedure for formation of SU is the same as that for the formation of SUs in the case of villages. Here the SUs are to be formed artificially by dividing the block into a certain number (say, D) of groups *by more or less equalizing the population giving priority to geographical compactness* within each SU as per the criterion specified in section 1.4.02.1 and 1.4.02.2 of chapter one. The number of SUs to be formed (i.e. the value of D) will be provided in the sample list. SUs will be numbered serially in column (1) of Block 2.2.

After forming the required number of sub-units, the sketch map of the FSU demarking all the hamlets (in case of rural) and Sub-units formed will be uploaded in Block 3 in CAPI.

2.0.5 Formation of Sub-divisions of SU:

After formation of SUs in the sample village/block, the selected sample SU will be identified as per the sample list. If the approximate present population of selected SU is found to be equal to or more than 1500 (750 for some special cases in rural areas), Sub-divisions will be formed in the selected SU to control the workload of listing. The selected SU will be divided into a number of Sub-divisions (D_1) depending on the approximate population of the SU. The procedure will be similar to the formation of SU within the block as described in para 1.4.10 of chapter one and para 2.0.4 of chapter two. *Each of the Sub-divisions will have more or less equal population and will be geographically compact.*

2.0.6 Starting point for listing

Having determined the area unit to be surveyed, the JSO/ SE will proceed to list the houses and households in this area unit. The listing may be done in the same order as that of the 2011 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 particulars about the households will be collected for the purpose of formation of second stage strata.

2.0.7 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.

2.0. Block 0: Descriptive identification of sample FSU

2.0.8 General: This block is meant for recording descriptive identification particulars of the sample FSU. State/UT, district, sub-district/ tehsil, village / town name, investigator unit no., block no. are to be auto populated in CAPI from the sample list for Central Sample. A dash (-) may be recorded against not applicable items (e.g. items 5 and 6 i.e. investigator unit and block are not applicable for rural sample). All the information in this block will be copied from the sample list.

2.1 Block 1: Identification of sample FSU

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 to 4, 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, 5 to 10, 12, 13 and 15 shall be copied from the sample list and auto populated in CAPI.

2.1.1 Item 11: FOD sub-region:

The four-digit code corresponding to the FOD sub-region to which the sample FSU belongs will be recorded against item 11. *A '–' will be put against this item for the Central Samples in respect of the states of Arunachal Pradesh, Manipur, Mizoram, and Tripura for which field work is carried out by the respective States*.

2.1.2 Item 12: frame code:

The different types of frames used for selection of FSUs are indicated by 'frame code' available in the sample list. Entry against item 12 shall be auto populated from the sample list for Central Sample. The frame codes to be used are:
Rural: Census 2011 – 16
Urban: 'UFS 2007–12' – 15, 'UFS 2012-17' - 17, 'UFS 2017-22' - 18, 'UFS 2022-27' - 19

2.1.3 Item 13: population of village/ number of households of UFS block:

Census 2011 population of the village (in which the sample SU is located) or the number of households of the UFS block (in which the sample SU is located) as given in the sample list will be copied here.

2.1.4 Item 14: approximate present population:

The JSO/SE will first ascertain the approximate present population of the entire village/UFS block containing the sample SU taking into consideration the normal growth of population along with any abnormal influx of population into or exodus of population from the village/UFS block. This may be ascertained mainly from the knowledgeable persons by putting certain probing questions. The starting point can be 2011 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 village 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 rural/urban area after the census is to be ascertained. **In the case of large difference between frame population and approximate present population, adequate remarks for such differences should be recorded in Block 9 or 10.**

2.1.5 Item 15: total number of SUs to be formed (D):

The total number of sub-units to be formed in the village/UFS block will be given in the sample list and it will be auto populated from the sample list. It will be used in Block 2.2 to determine the value of 'D'.

2.1.6 Item 16: Survey code:

The survey codes are:

selected FSU surveyed:
- inhabited ………………………… 1
- uninhabited ………………………. 2
- zero case …………………………. 3

originally selected FSU not surveyed but substitute FSU surveyed:
- inhabited ………………………… 4
- uninhabited ………………………. 5
- zero case …………………………. 6

selected FSU casualty 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 where the 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. ***If a substitute FSU is surveyed (i.e. survey codes 4 – 6), the name of the village, its frame population must be mentioned in Block 9/10.***

2.1.7 Item 17: Reason for substitution of original sample (for codes 4 – 7 in item 16):

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 16), the reason for it is becoming a casualty will be recorded in terms of code against item 17.

The codes are:

Original sample FSU:

not identifiable/ traceable………………………….………………..….........	1
not accessible...………………..............	2
restricted area (not permitted to survey) ………………..............................	3
others (specify)..….……………...............	9

A '–' may be put against this item if the entry against item 16 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 17. As stated earlier, such cases will be considered as surveyed and will be treated as zero cases.*

2.2 Block 2.1: List of hamlets (only for rural samples with SU formation)

2.2.0 General: This block is to be filled in only for the villages requiring formation of SU (i.e. for D>1). All the hamlets located in the village will be listed in the specified order.

2.2.1 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.

2.3 Block 2.2: List of sub-units (SU) and identification of selected SU

2.3.0 General: This block is meant for recording the details of formation of SUs and their selection (i.e. with D>1). Reference may be made to paragraphs *2.0.3, 2.0.3.1 and 2.0.4* for the procedures of formation and numbering of SUs. *Selected SU will be identified in this block.*

2.3.1 Column (1): serial no. of SU: The SUs formed will be given a running serial number (starting from 1) in column (1) as per the guidelines given in paragraphs *2.0.3, 2.0.3.1 and 2.0.4*.

The last serial number in this column will be the value of 'D' which is mentioned in the sample list and copied in item 15 of block 1 and also against 'D' below the block heading of 2.2. *In CAPI module, the number of rows to be generated in this block will be as per entry in item 15 of block 1.*

2.3.2 Column (2): serial no. of hamlet(s) in the SU (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 SU are to be recorded in column (2) separated by commas.

2.3.3 Column (3): percentage (%) of population in the SU: Approximate present population of the SU in terms of percentage to total village/UFS block population will be recorded in column (3) in whole number. Entries in this column should always add up to 100.

2.3.4 Column (4): selected SU: '1' will be recorded against the selected SU (also mentioned in item 1 of Block 4) in this column. *The row corresponding to the selected SU number corresponding to entry '1' in column (4) needs to be highlighted.*

2.4 Block 3: Sketch map for sub-units (SU) formation

2.4.0 General: For villages/UFS blocks requiring SU formation, the space provided in the block shall be used to draw a free hand sketch-map of the village/UFS block showing the boundaries of the hamlets and SUs formed so that they may be identifiable in the field afterwards with the help of this map. It need not be drawn to scale. For villages, the serial numbers of the hamlets as given in column (1) of Block 2.1 will be written down on the map against each hamlet. The SU number given in column (1) of Block 2.2 to which the hamlet belongs will also be shown against each hamlet within brackets on the right side of the hamlet number. For urban areas also, the SUs will be numbered in the map. The area for the selected SU shall be shaded in the map. *In CAPI module, sketch map of sub-unit will be uploaded in this block.*

2.5 Block 4: Information on selected sub-unit and formation of sub-division

2.5.0 In this block selected sub-unit number will be recorded along with approximate present population of selected sub-unit. Based on approximate present population of selected sub-unit number of sub-divisions needs to be formed will be determined on this block.

2.5.1. Item (1): sample sub-unit number: Sub-unit which is identified in column 4 of block 2.2 as selected sub-unit, will be auto populated here in the CAPI.

2.5.2. Item (2): approximate present population of the SU: Approximate present population of the selected Sub-unit will be recorded here.

2.5.3. Item (3): number of Sub-divisions of SU to be formed (D_1): The total number of Sub-divisions to be formed will be determined according to the criterion given in Chapter One and recorded here as the value of D_1. This will be recorded in the heading of Block 5 also.

2.6 Block 5: List of Sub-divisions of selected SU with population equal to or more than 1500 (750 for special cases) and identification of selected Sub-division

2.6.0 General: This block is meant for recording the details of formation of Sub-divisions and their selection within the selected SU. Reference may be made to paragraph 2.0.5 for the procedures of formation of Sub-divisions. The criterion of formation of Sub-division is described in Chapter One. D_1 number of Sub-divisions will be formed.
Note that if an entire Village/UFS Block has been selected (Sub-Unit has not been formed) as FSU, and if the approximate present population of village/UFS block is 1500 or more (750 for special rural area), Sub-division will be formed.

2.6.1 Column (1): serial no. of Sub-divisions: The Sub-divisions formed will be given a running serial number (starting from 1) in column (1). The numbering of the Sub-divisions will be same as in case SUs in villages/UFS blocks. The last serial number in this column will be the value of 'D_1' which is to be recorded against 'D_1' below the heading of Block 5.

2.6.2 Column (2): percentage (%) of population in the Sub-divisions: Approximate present population of the Sub-divisions in terms of percentage to selected FSU (Village or UFS block or selected SU wherever it is formed) population will be recorded in column (2) in whole number. Entries in this column should always add up to 100.

2.6.3 Column (3): selected Sub-division: One sub-division will be selected randomly in CAPI module and highlighted here. Listing of households and selection of households for detail canvassing will be done in selected sub-division only. '1' will be recorded against the selected Sub-division in this column. *The row corresponding to the selected Sub-divisions having number corresponding to entry '1' in column (3) needs to be highlighted.*

2.7 Block 6: Sketch map of Sub-division formation

2.7.0 General: For SU requiring formation of Sub-divisions, a freehand sketch map of the SU showing the boundaries of the Sub-divisions will be shown in the map. The identification/ serial number of Sub-divisions will be marked against each Sub-division corresponding to the number given in column (1) of block 5. The area of selected Sub-division will be shaded in the map. In CAPI module sketch map of sub-division will be uploaded in this block.

2.8 Block 7: list of households and record of selection of households for Schedule on National Household Income Survey

2.8.0.1 In this block, various information is to be recorded for selected SU/Sub-divisions of SU.

2.8.0.2 Listing of all the houses and households along with collection of a few particulars for identification, preparation of sampling frame for Schedule of National Household Income Survey 2026 and formation of second stage strata is to be carried out in this block.

2.8.0.3 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 at the time of listing (including such households which are absent in the present place for a period of less than six months during last one year) 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 JSO/SE) and if required, by revisiting the households during the survey period in the sample FSU. While listing a house the JSO/SE shall find out how many households (including locked households) reside there and list all of them. After this, the JSO/SE 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 2011 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.

Various columns of Block 7 are described below:

2.8.1 Column (0): serial number of row: The serial numbers of rows are printed in column (0) of Block 7, for each page of the block.

2.8.2 Column (1): house number: All houses including vacant ones shall be listed by giving a house number. The 2011 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 bracket. 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.

2.8.3 Column (2): Is the house used only for non-residential purpose?: For identification of residential houses, a question is placed in the questionnaire, in which if the household respond that the house is not used only for non-residential purpose, (for each value '2' corresponding to Column 2), distinct household serial number will be given in Column 3.

2.8.4 Column (3): 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 in, say, 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 the households in the FSU. This column will be left blank for the lines meant for vacant houses, non-residential buildings, etc.

2.8.5 Column (4): name of head of the household: For a household having serial number in column (3), the name of head of the household shall be recorded here.

2.8.6 Column (5): household size: The size of each household will be recorded in this column. Two small box spaces are provided against this column at the end of each page to record the current page total for this column and the cumulative total for the pages.

2.8.7 Column (6): Highest education level attained among the household members (entry in code) – (for urban only): The information on the highest level of education attained by one or more members of the household needs to be recorded in the form of codes as given below –
not literate -01, literate without formal schooling- 02; below primary -03, primary -04, upper primary/middle -05, secondary -06, higher secondary -07, diploma/certificate course -08, graduate - 10, postgraduate and above -11
The definition of member of the household is provided in the chapter one. The highest education level attained by any household members will be recorded in the form of code as given.

For locked households, efforts must be made to get the information from the neighbours. In such cases, ascertain whether any member of the household passed higher secondary or not. If at least one of the members of the locked household passed higher secondary, record '07'. Else record '06'.

2.8.8 Column (7): Household type (entry in code): The information on the type of the household needs to be recorded in the form of codes as given below –
(for rural areas: self-employed in agriculture-1, self-employed in non-agriculture-2; regular wage/salary earning - 3, casual labour - 4, others-9)
(for urban areas: self-employed-1, regular wage/salary earning-2, casual labour-3, interest, pensioner, remittances earner- 4, others-9)
The definition of the household type is provided in the chapter one. For locked households, efforts must be made to get the information from the neighbours.

2.8.9 Column (8): Total amount of land owned by the household as on the date of the survey (in acres in three places of decimal) – (for rural only): Total area of land owned in acres of the household will be recorded in this item. Homestead land will also be considered in land owned. Land owned outside the FSU will also be considered here. The amount of land owned (including leased-out if any by the household) may be collected in terms of acre. The value can be recorded in three decimal places. If collected in hectare then it is to be converted to acre for recording. The conversion factors are:

1 acre =	0.405 hectare
1 hectare =	2.471 acre

Land owned by servants and paying guests who are member of the employer's household will not be included here. Definition of land owned is given in chapter one. For locked households, efforts must be made to get the information from the neighbours.

2.8.10 Column (9): Usual Monthly Consumption expenditure of the household: The investigator has to record the usual monthly consumption expenditure of the household in this column. The value will be recorded in INR.

2.8.10.1. In the case of a locked household, efforts should be made to contact a member of the household during appropriate hours, including outside the normal working hours of the JSO/SE, to obtain the required information. If the SE is unable to reach the household, it is suggested to consult the neighbouring households or other individuals in the locality who may have the information. If, despite these efforts, the SE is still unable to obtain information related to the Usual Monthly Consumption Expenditure (UMCE) of the household, it is recommended that the

SE/JSO use their discretion to determine whether the household should be classified as a ‘relatively higher expenditure’ household or ‘lower expenditure’ household. This assessment can be made based on available supplementary information, such as structure and condition of the house or locality in which the household resides or possession of assets like a car or land etc. SE may consult with the neighbour to obtain relevant supplementary information.

Working Rule – If, based on the SE’s judgment, the locked household is classified as part of the ‘relatively higher income’ group, the value ‘9999999’ (Seven Nine) should be entered. Otherwise, the value ‘9’ should be recorded in the Usual Monthly Consumption Expenditure (column 5 of Block 5). In these cases, it is mandatory to include remarks in Block 5. Also, the name of the head of the household (column 3 of block 5) may be written in following way – ‘UTTAM ROY (Locked HH)’ – if the name of the locked household member if know to the SE or write ‘Locked HH’.

2.8.10.2 UMPCE (Rs.) to be used for determining the second stage strata will be auto calculated in the CAPI. The figure will be derived by dividing household’s usual monthly consumption expenditure (column 9) by the household size (column 5) and rounding it off to the nearest whole number.

2.8.11. Column (10): SSS number: The SSS formation will be based on the entry in column (7), column (8) and column (9) of Block 7 for both rural samples. In urban sample, column (6), column (8) and column (9) of Block 7 will be used to determine the SSS. The logic for determining the SSS will be embedded in the CAPI itself.

Allocation of households in stratum and sub-stratum					
Stratum			Sub-stratum		
Type	number	No. of households allotted	Type	number	Number of households allotted
Rural					
Self-Employed in agriculture	10	6	Area of land owned < B	11	3
			Area of land owned ≥ B	12	3
Self-Employed in non-agriculture	20	4	UMPCE < A	21	2
			UMPCE ≥ A	22	2
Regular wage/salary earner	30	4	UMPCE < A	31	2
			UMPCE ≥ A	32	2
Casual Labour	40	4	-	40	4
Others	90	2	-	90	2

Allocation of households in stratum and sub-stratum					
Stratum			Sub-stratum		
Type	number	No. of households allotted	Type	number	Number of households allotted
All					20
Urban					
Self-Employed	10	6	UMPCE < A	11	2
			UMPCE ≥ A and Highest level of education among the members of the household is below 'Higher secondary (12th)'	121	2
			UMPCE ≥ A and Highest level of education among the members of the household is either 'Higher secondary (12th)' or 'graduate and above'	122	2
Regular wage / salary earner	20	9	UMPCE < A	21	4
			UMPCE ≥ A and Highest level of education among the members of the household is below 'Higher secondary (12th)'	221	2
			UMPCE ≥ A and Highest level of education among the members of the household is either 'Higher secondary (12th)' or 'graduate and above'	222	3
Casual Labour	40	3	-	40	3
Others	90	2	-	90	2
All					20

2.8.12 Column (12): selected households: The number of households to be selected from each SSS of NHIS is given under sample design in Chapter One. **The required number of households needs to be surveyed in each second stage strata (SSS) will be selected automatically in CAPI.** However, it may be necessary to modify this number if there is a shortfall in the number of households in any SSS. The final number of sample households will be the value of 'h' for respective SSS. The selected households will be highlighted by '✓' in the CAPI.

2.9 Shortfall and compensation:

The desired number of households to be sampled from a particular stratum or sub-stratum may not be available in a chosen FSU leading to a shortfall. In such a situation, the shortfall in the number of households required to be surveyed needs to be compensated following a pre-defined rule or procedure.

For example, in a rural FSU, there are only two households listed in the stratum corresponding to the household type – self-employed in non-agriculture. However, according to the allocation rule, 2 households each from SSS-21 and SSS-22 resulting in a total of 4 households from this stratum are required to be surveyed. As a consequence of shortfall of 2 households in this stratum, no-sub stratum will be formed and the shortfall of 2 households will be compensated either from the sub-strata or from stratum itself formed for household type- self-employed in agriculture, failing which the next sub-strata or stratum will be considered. This process will be continued in a systematic manner as mentioned below till the shortfall of households is fully compensated. For the sake of ease of comprehension and readability, in the table below, the notations used for denoting different Second Stage Strata (SSS) are reproduced. The procedure of compensation is to be implemented by following the steps described below:

Compensation Rule: Rural (when there is a shortfall in total number of households listed within a Household Type)

<table>
<tr><th>Stratum Number (i0)</th><th>No. of hhs to be surveyed (n_i)</th><th>Sub-stratum number (ij)</th><th>No. of hhs to be surveyed (n_{ij})</th><th>Total no. of hhs listed in all sub-stratum</th><th>priority order for compensation of shortfall from sub-stratum/stratum</th></tr>
<tr><td rowspan="2">10</td><td rowspan="2">6</td><td>11</td><td>3</td><td rowspan="2">$n_i < 6$
no sub-stratum formation</td><td rowspan="2">(22, 21, 20, 32, 31, 30, 40, 90)</td></tr>
<tr><td>12</td><td>3</td></tr>
<tr><td rowspan="2">20</td><td rowspan="2">4</td><td>21</td><td>2</td><td rowspan="2">$n_i < 4$
no sub-stratum formation</td><td rowspan="2">(12, 11, 10, 32, 31, 30, 40, 90)</td></tr>
<tr><td>22</td><td>2</td></tr>
<tr><td>30</td><td>4</td><td>31</td><td>2</td><td>$n_i < 4$</td><td>(22, 21, 20, 12, 11, 10, 40, 90)</td></tr>
</table>

Stratum Number ($i0$)	No. of hhs to be surveyed (n_i)	Sub-stratum number (ij)	No. of hhs to be surveyed (n_{ij})	Total no. of hhs listed in all sub-stratum	priority order for compensation of shortfall from sub-stratum/stratum
		32	2	no sub-stratum formation	
40	4	40	4	$n_i < 4$	(11, 12, 10, 21, 22, 20, 31, 32, 30, 90)
90	2	90	2	$n_i < 2$	(11, 12, 10, 21, 22, 20, 31, 32, 30, 40)

A typical arrangement, namely, (22, 21, 20, 32, 31, 30, 40, 90) should be interpreted as: first look for households at sub-stratum level, if no sub-stratum is formed, compensate from the stratum level.

If no sub-stratum is formed for a household type due to shortfall, the SSS number corresponding to the first SSS will be posted for the merged SSS. For example, if there is a shortfall in number of listed households in the household type ‘regular wage earner’ in rural areas ($n_i < 4$), then SSS 31 and 32 will not be formed and all the household listed within the household type category will be considered under SSS 31.

Compensation Rule: Rural (when no shortfall in total number of households listed within a household type but there is a short fall in SSS - 11 / 12 / 21 / 22 / 31 / 32)

Stratum Number ($i0$)	No. of hhs to be surveyed (n_i)	Sub-stratum number (ij)	No. of hhs to be surveyed (n_{ij})	Total no. of hhs listed in all sub-stratum	priority order for compensation of shortfall from sub-stratum/stratum
10	6	11	3	$n_{ij} < 3$	(12, 21, 22, 20, 31, 32, 30, 40, 90)
		12	3	$n_{ij} < 3$	(11, 22, 21, 20, 32, 31, 30, 40, 90)
20	4	21	2	$n_{ij} < 2$	(22, 11, 12, 10, 31, 32, 30, 40, 90)
		22	2	$n_{ij} < 2$	(21, 12, 11, 10, 32, 31, 30, 40, 90)
30	4	31	2	$n_{ij} < 2$	(32, 21, 22, 20, 11, 12, 10, 40, 90)
		32	2	$n_{ij} < 2$	(31, 22, 21, 20, 12, 11, 10, 40, 90)

Compensation Rule: Urban (when there is a shortfall in total number of households listed within a Household Type)

Stratum number ($i0$)	No. of hhs to be surveyed (n_i)	Sub-stratum number (ij)	No. of hhs to be surveyed (n_{ij})	Total no. of hhs listed in all sub-stratum	priority order for compensation of shortfall from sub-stratum/stratum
10	6	11	2	$n_i < 6$ no sub-stratum formation	(222, 221, 21, 20, 40, 90)
		121	2		
		122	2		
20	9	21	4	$n_i < 9$ no sub-stratum formation	(122, 121, 11, 10, 40, 90)
		221	2		
		222	3		
40	3	40	3	$n_i < 3$ no sub-stratum formation	(11, 121, 122, 10, 21, 221, 222, 20, 90)
90	2	90	2	$n_i < 2$ no sub-stratum formation	(21, 221, 222, 20, 11, 121, 122, 10, 40)

If no sub-stratum is formed for a household type due to shortfall, the SSS number corresponding to the first SSS will be posted for the merged SSS. For example, if there is a shortfall in number of listed households in the household type ‘self-employed’ in urban areas ($n_i < 6$), then SSS 11, 121 and 122 will not be formed and all the household listed within the household type category will be considered under SSS 11.

Compensation Rule: Urban (when no shortfall in total number of households listed within a household type but there is a short fall in SSS - 121 / 122 / 221 / 222)

Stratum number ($i0$)	No. of hhs to be surveyed (n_i)	Sub-stratum number (ij)	No. of hhs to be surveyed (n_{ij})	Total no. of hhs listed in all sub-stratum	priority order for compensation of shortfall from sub-stratum/stratum
10	6	11	2	< 2	(121, 122, 21, 221, 222, 20, 40, 90)
		121	2	< 2	(122, 11, 221, 222, 21, 20, 40, 90)
		122	2	< 2	(121, 11, 222, 221, 21, 20, 40, 90)
20	9	21	4	< 4	(221, 222, 11, 121, 122, 10, 40, 90)
		221	2	< 2	(222, 21, 121, 122, 11, 10, 40, 90)
		222	3	< 3	(221, 21, 122, 121, 11, 10, 40, 90)

Substitution rule – If there is a requirement of substituting a selected household during the canvassing of the detailed schedule, the replacement shall be made by randomly selecting another household, from the same SSS, that has not been previously selected or substituted.

2.10 Block 8: particulars of sampling of households

2.10.0 Particulars of sampling of households will be recorded in this block for selected FSU for different schedules. All requisite information pertaining to this block will be auto populated in CAPI.

2.10.1 Column (2): population: Population as obtained by summing up the page totals of household sizes in column (4) of Block 7 over all the listed households may be auto populated in this column against Schedule NHIS for both rural and urban samples.

2.10.2 Columns (4) – (9): number of households: Total number of households listed in the each SSS for schedule NHIS will be recorded in the corresponding cells of column (4). Number of selected households will be copied in column (5) from the relevant columns of Blocks of 7.

Columns (6), (7) and (9) of Block 6 may be filled up on the basis of survey codes given in Block 1. The entries in columns (6), (7) & (9) will be the number of filled-in schedules with the survey codes 1, 2 & 3 for respective SSS. Total number households surveyed will be entered in column (8). It may be seen that -

column (8) = column (6) + column (7)
column (9) = column (5) - column (8).

Entry against 'all (99)' will be sum of entries in all the SSS.

2.11 Block 9: remarks by investigators (JSO/FI):

The Junior Statistical Officer (JSO)/ Survey Enumerator (SE) may give remarks here on any abnormal situation or entry in the schedule.

2.12 Block 10: comments by supervisory officer(s):

The supervising officer inspecting the work relating to this schedule may give comments here.

2.13 Block 11: Particulars of field operations:

2.13.0. General: The details of field operations will be recorded in this block. In the serial number 1, names of the Junior Statistical Officer (JSO)/ Survey Enumerator (SE)/ Senior Statistical Officer (SSO)/ Survey Supervisor (SS) will be recorded. All other items are self-explanatory.
For entering date of commencement of survey/ inspection the date when commencement of identification of FSU was started will be recorded. But while entering date of completion of survey/inspection, the date when completion of listing and selection of households was done will be recorded.

2.14 Substitution of sample households:

If a sample household of a particular schedule cannot be surveyed due to some reason or the other, it will be substituted by the next non-selected household, i.e. the one which has not already been selected for any other schedule, having higher sampling serial number 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. This process will continue till required number of sample households is available in a sample FSU (or SSS wherever applicable).

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.

2.15 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 Deputy Director General (Co-ordination), Household Survey Division, NSO, Ministry of Statistics and Programme Implementation Mahalanobis Bhawan, 164, Gopal Lal Tagore Road, Kolkata- 700108 e-mail address: tc.sdrd-mospi@gov.in fax: 033-25776439

If the substituted FSU has same problem as the original, correspondences may be made immediately so that another substitute can be provided to prevent stratum/sub-stratum from being void. In case no substitute FSU could be surveyed even with best efforts [i.e. code 7 in item 16, Block 1], a blank Schedule 0.0 will be submitted with only Blocks 0, 1, 2, 7 and 8 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 stratum/ sub-stratum 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, 7 and 8 filled in will be submitted in such cases. The word '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 village in which the sample FSU is situated 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 after Census 2011 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 included in the urban frame, it is to be surveyed as per the rural programme. 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 the Technical Coordination, HSD before treating any sample as a zero case.

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

2.16 Selection of more than one SU from same village/UFS block:

If more than one SU belonging to a particular village/UFS block is selected as sample, each of them will be treated as an independent sample.

2.16.1 If more than one SU is selected from same village/UFS block *in same sub-round*, formation of SUs may be done when listing schedule for the first of the sample FSUs of the village/UFS block is filled-in. That is, *Block 3, 4.1, 4.2 and 4.3 may be filled-in for the first instance and when any other SU is selected from the same village/UFS block, information may be copied from Blocks 3, 4.1, 4.2 and 4.3 of the previously filled-in the listing schedule*.

2.16.2 If, however, the SUs are canvassed in different sub-rounds, they are to be surveyed just like a new sample with fresh SU formation, listing and sample selection.

FREQUENTLY ASKED QUESTIONS AND THEIR REPLIES

Schedule 0.0: List of Households

Sl.	block	Item	col.	query	reply
(1)	(2)	(3)	(4)	(5)	(6)
1.	Concepts, Definitions			How to treat a census village for this survey, if the village is urbanized after census 2011?	If the urbanised village is not yet included in the urban frame survey (UFS), it should be surveyed as a rural FSU.
2.	Concepts, Definitions			A whole village is to be listed and census 2011 listing order is unavailable. In this situation, if it is difficult to find out the starting house for listing, can the listing be started from northwest corner of the village?	Yes, first we have to try our best to follow census 2011 listing order. If the census order is not available, listing may be done in serpentine manner starting from north-west corner and moving southwards.
3.	Concepts, Definitions			When a sample FSU needs to be substituted?	If a sample FSU cannot be surveyed because of not being uniquely identifiable or traceable or not accessible or for any other reason, it will be substituted.
4.	Concepts, Definitions			What are the criteria of paying guest?	A person will be considered as a paying guest only when he/she stays with the household, takes breakfast and major meals from the household. He/she should also pay a lump sum amount for the expenses.
5.	Concepts, Definitions			If some students living in a hostel and pool their income for expenditure on food and other consumable items, will they constitute a single household?	No, the students will be treated as single member households.
6.	7		5	Will the deceased member of a family be counted in the household size?	No.

Sl.	block	Item	col.	query	reply
(1)	(2)	(3)	(4)	(5)	(6)
7.	7	all	1	A household is living under tent. Whether house number is to be assigned to this household structure?	A '–' may be put.
8.	7	-	5	A truck driver stays away from home for more than six months continuously or otherwise during the reference year. Will he be listed as a normal household member?	No, he will not be listed.
9.	7	-	5	A family member is a student and residing in a students' hostel for the past one year. While recording the household size, whether this member is to be considered?	No. The student will be listed as single member household in the students' hostel where he is presently residing.
10.	7	-	5	Five single member households are staying with a family which provides them food and accommodation. Whether the five members will be listed as single member households or will they be clubbed with the family as paying guest?	They will be treated as paying guest of the family and will be listed as members of the household with which they are staying as paying guest. However, if the situation is more like a mess or hostel, then each member may be treated as single member household. It may be noted that a person will not be considered as a paying guest unless he/she takes breakfast and major meals from the household.
11.	7	-	5	Will a new born baby be considered for determining household size?	Yes. The new born baby will be considered as a member of that household in which the mother is a usual member.
12.	7	-	8	Whether land possessed by paying guests and servants who are normal members of the household will be included while recording the code?	No, land possessed by paying guests and servants will not be included.
13.	7	-	8	Whether the land possessed includes the land owned outside the FSU?	Yes.

Sl.	block	Item	col.	query	reply
(1)	(2)	(3)	(4)	(5)	(6)
14.	7	-	8	The land owned by a cultivator is submerged under sea water permanently because of any natural calamity. Will that land be considered for this survey?	No
15.	7	-	8	A piece of non-partitioned hereditary land is under litigation between 2 households belonging to the FSU. The land is not utilized by either of the households. To which household the disputed land is to be assigned for deciding ownership?	The land need not be considered for inclusion in respect of both the households as the ownership of the land is under dispute and the land is not in use. Please record proper comments.
16.	7	-	8	What treatment will be given to: (A) Private land encroached and possessed by a household? (B) Government land encroached and possessed by household?	Such Land will not be considered as owned by the household.
17.	7	-	8	Brothers are separated and listed as separate households and doing joint cultivation as heritable property of land is not divided in records. Against which households land ownership is to be recorded?	Proportionate area of land may be recorded.
18.	7	-	8	In case of share cropping, whether land ownership will be recorded against owner household or against share cropper household?	It will be recorded against the household that owns the land

Sl.	**block**	**Item**	**col.**	**query**	**reply**
(1)	(2)	(3)	(4)	(5)	(6)
19.	7		6	If a household have 3 members with education level as follows – Member 1 passed *secondary* only. Member 2 is *graduated* and Member 3 is *not literate*. Which code will be recorded?	Record Code 10.

Chapter Three

Schedule NHIS2026: National Household Income Survey

3.0 Introduction

3.0.0. The National Household Income Survey (NHIS): 2026–27 is designed to collect detailed and disaggregated information on the components of household income. The survey is planned to be conducted during February 2026 to January 2027. Information compiled from the survey can be utilised for the estimation of total and disposable household income, and for analysing the distribution of income across population subgroups, such as socio-economic categories, type of occupation, level of education etc. The survey will also facilitate measurement of income inequality and income dispersion. The availability of unit-level data will permit in-depth micro-level analysis to assess the impact and effectiveness of social welfare programmes on household income, purchasing power, and living standards. The survey results are expected to provide critical statistical inputs for evidence-based policy formulation, as well as for designing, targeting, and evaluation of welfare interventions.

3.1 Defining Household Income and its components

3.1.0.0. Household income consists of all receipts whether monetary or in kind (goods and services) that are received by the household or by individual members of the household at annual or more frequent intervals but excludes windfall gains and other such irregular and typically one-time receipts. Household income receipts are available for current consumption and do not reduce the net worth of the household through a reduction of its cash, the disposal of its other financial or non-financial assets or an increase in its liabilities.

3.1.0.1. Although income is usually earned or received by individuals, it is normally shared among the household members present. Thus, it is important to measure household income, rather than the personal income and the present survey will strive to measure household income rather than individual or personal income. The level of economic wellbeing of the household can be determined only when information on the income received by each, and every household member is collected.

3.1.0.2. Household income includes one or more of: (i) income from employment (both paid and self-employment); (ii) income from assets; (iii) income from the production of household services for own consumption; and (iv) current transfers received. In general, all receipts received by any member of the household at more or less regular intervals (daily / weekly / monthly / quarterly / annually) and not generated due to the disposal of any financial or non-financial assets or by accruing new liabilities which ultimately results in change in the net worth of the household will be included in income.

3.1.1 Components of Household Income

3.1.1.0. Household income, for the purpose of the survey, comprises receipts accruing to the household or its members from various sources during the reference period. The major components of household income covered in the survey are described below.

3.1.1.1. Income from employment - Income from employment comprises of receipts from participation in economic activities in a strictly employment related capacity. It consists of payments, in cash or in kind, received by individuals, for themselves or in respect of their family members, as a result of their current or former involvement in paid or self-employment activity. It consists of employee income and income from self- employment.

Employee income refers to remuneration received by individuals engaged as employees, whether on regular, casual, contractual, or other terms of engagement. It includes all **monetary receipts**, such as wages and salaries for time worked, bonuses, commissions, directors' fees, profit-sharing receipts, and other similar payments.
In the context of the survey, **only monetary receipts** – received either in cash or through electronic/online transfers, payments credited to bank accounts, or payments made in the form of shares etc. – are to be considered. **Non-monetary income in kind**, including goods and unpaid services received due to participation in economic activities as an employee, is excluded from the scope of the survey.

Employee income can be broken down into:

− *Monetary gross income*
− *Non-monetary gross income (out of the scope of the survey)*
− *Social contributions from the employer (out of the scope of the survey)*

Further, Monetary gross income includes

– *Monetary wages and salaries for the time worked or work performed in the main activity or in any other secondary or occasional activity*
− *Remuneration of time not worked (for example, annual holidays, childcare leave, maternity leave, paternity leave etc.)*

- *Overtime payments*
- *Fees for the managers of incorporated enterprises*
- *Efficiency wage*
- *Leave Fare Concession*
- *Commissions, tips and gratification*
- *Additional payments (for example, extraordinary pays, honorarium etc.)*
- *Participation in profit and monetary bonuses*
- *Sale of share offered as part of employee remuneration (e.g., ESOP)*
- *Sitting fees as expert of any committee*
- *Productivity bonuses, performance-based incentives*
- *Supplements for working in remote locations (when this is part of the conditions of the work position) (for example, hill area allowance, remote location allowance etc.)*
- *Transport allowances for commuting to the workplace etc.*

Excluding:

- *Refunds from the employer of work-related expenses (for example, allowance received for business or official travel,)*
- *Aids for purely work-related expenses, such as travel expenses or purchasing protective clothing or newspaper or hospitality items or food expenditure during tours etc.*
- *Lumpsum payments received at the time of retirement date (including "retirement benefits" like monetary value of leave, accumulated amount in provident or retirement funds, commuted value of pension)*
- *Strike subsidies*

3.1.1.2. ***Income from self-employment*** is the income received by individuals as a result of their involvement in self-employment activity. The survey will collect information on net income from self-employment, which represents the profit or loss accruing to owners or partners of unincorporated enterprises who actively work in these enterprises.
Net income from self-employment includes the estimated value of goods and services produced for sale or barter, as well as goods produced for own consumption, less operating expenses. The measurement is on a net basis, defined as gross output minus operating costs, after accounting for depreciation of assets used in production. However, no separate information on depreciation will be collected, as it is difficult to measure accurately at the household level.
Income from self-employment excludes profits or losses attributable to partners or investors who do not actively work in the enterprise, as such receipts are treated as income from assets (e.g., dividends).

Income from self-employment can be broken down into:

- *Gross monetary profit or loss of self-employment activity*
- *Value of goods produced for self-supply / Own consumption*

Gross monetary profit or loss includes –

− *Net profit or loss corresponding to the owners of an unincorporated enterprise* who work *therein*

− *Copyright received from works, inventions, etc. not included in the profits and loss of unincorporated enterprises*

− *Income from renting buildings, vehicles, material and other properties owned by the enterprise and not included in the profits and loss of unincorporated enterprises, after deducting the costs derived, like interests on loans, repairs, maintenance and insurance expenses.*

Excluding:

− *Remuneration, if any received by the owners of incorporated enterprises (included in "Employee income")*

− *Dividends from the enterprises (included in "Interests, dividends and profit from capital investment in enterprises and will be part of Income from Asset")*

− *Profit from capital invested in an unincorporated enterprise where the person does not work (silent partner) (included in "Interests, dividends and profit from capital investment in unincorporated enterprises and will be part of Income from Asset")*

− *the rent of land and income from tenants or lodgers (included in "Income from Asset")*

− *Income from renting houses, rooms or land not included in the profits or loss of unincorporated companies (included in "Income from Asset ")*

Income from ***self-employment*** activity is calculated as follows: −

(plus) + Total Commercial production (gross sale value, including value of goods and services produced by the enterprise)

(plus) + Total value of goods produced and consumed/used by the household to which the unincorporated enterprise belongs to

(plus) + income from property received from financial assets or other types of assets owned by the unincorporated enterprise

(Minus) − the intermediate consumption (cost of raw material, expenses for sale, distribution, maintenance, administrative tasks, storage etc.)

(Minus) − the remuneration of wage-earners (wages, salaries and social contributions for the wage-earners)

(Minus) − taxes on production and imports

(Minus) − interests paid on loans taken for entrepreneurial activity

(Minus) − rent paid for non-produced land or other material assets rented by the company

(Minus) − the consumption of fixed capital/depreciation (not to be considered for the purpose of NHIS)

(plus) + production subsidies

Value of goods produced for Own consumption / barter to other households

− *The value of goods produced for own consumption refers to the value of the goods produced and consumed in the enterprise*

− *The value of goods produced for own consumption corresponds to the market price for the goods produced, after deducting the production expenses.*

Excluding:

− *The value of domestic services which is self-consumed.*

− *Sale value any product that is given to the worker(s) of the unincorporated enterprise*

3.1.1.3. Income from Asset is defined as the receipts that arise in return for use of assets (both financial as well as non-financial) owned by the household. Thus, the returns, usually received in monetary terms in lieu of use of assets of a household by others is considered as income from property or income from assets.

For financial assets, such incomes are interest, dividends, bonus etc. arising out of deposits or investments in financial institutions while ***for non-financial assets***, it typically includes rent from land, building, machinery and any other physical assets. Receipts obtained in the form of licensing fees or royalties in return of services of patented or copyrighted material are also considered as 'income from asset'.

Income from assets can be broken down into:

− *Interests*

− *Dividends*

− *Profit from capital investments in unincorporated enterprises*

− *Income from renting a property or building or machinery or land etc.*

− *Income from licensing fees or royalties*

3.1.1.4. Income from household production of services for own consumption include services produced within the household for its own consumption and not for market exchange. They include services from owner-occupied dwellings and from consumer durables owned, as well as own-produced domestic services. However, for the purpose of this survey, ***information on imputed value of the housing services from owner-occupied dwellings*** will only be collected. Imputed rent is to be included in income on net basis, defined as the imputed value of the services received less the value of the housing costs incurred by the household in their role as a landlord/owner, including interest paid.

3.1.1.6. Imputed rent refers to the value attributed to all households that declare they do not pay a complete rent, either because they are the resident-owners, or they reside in the dwelling rented at a price under the market price or they live in the dwelling provided free of charge.

The imputed rent will only be calculated in the case of dwellings (and other associated areas, like garages) used by the household as their main dwelling.
The imputed value is obtained using the prevailing market for a similar dwelling.

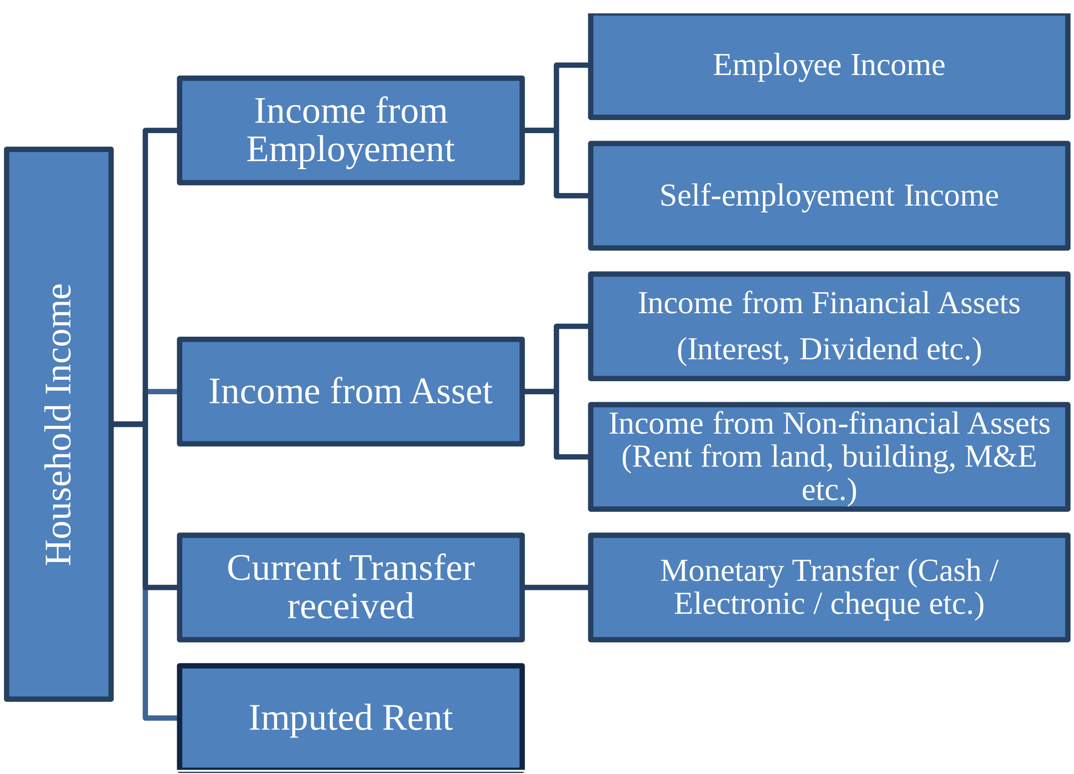
3.1.1.7. Current transfers received are receipts for which the recipient household does not provide anything to the donor in direct return for the receipts. Transfers may consist of cash (in the monetary terms) or goods or services or a combination of these. Households may receive transfers from other households, or Government, or Non-profit Institutions serving household (NPISH) etc., both within and from outside the country. In this survey, only monetary transfers (either in cash or electronic payment) received by the household will be considered. Some examples of such transfer payments are – scholarships received by students from Government or NPISH, social assistance benefit from the Government through welfare schemes, regular receipts from other households in the form of family support payments (such as alimony, child and parental support) etc.

The items covered under current transfer received are

− *Pension*

− *Social benefits (including − Unemployment benefits, old age benefits, Disability benefits, Study aids, Direct Benefit Transfers under social welfare schemes for etc.)*

− *Transfer received from other households/NPISH*



3.1.1.8. Paid current transfers can be broken down into:

- *Income tax and social contributions*
- *Tax on wealth*
- *Professional Tax*
- *Social contributions paid by the employer (Out of the scope of the survey)*
- *Periodic monetary transfers paid to other households and NPISH*

3.1.2 Exclusion from Household Income

Household income excludes the following receipts:

Holding gains or losses due to changes in the value of financial and/or non-financial assets and liabilities over a reference period. A holding gain, the result of an increase in the value of assets or a reduction in the value of liabilities, increases the net worth of the owner's assets while a holding loss has the opposite effect. *All holding gains and losses are excluded from income, whether they are realised (if the owner sells the asset) or remain unrealised. Instead, they are treated as changes in net worth.*

Windfall gains and other such irregular and one-time lumpsum receipts are excluded from the definition of income. They include lottery prizes, prizes (cash or kind) earned through competition, gambling winnings, non-life insurance claims, inheritances, lumpsum retirement benefits (maturity value of provident fund, lumpsum encashment of earned leave etc.), life insurance claims (except annuities), legal/injury compensation (except those in lieu of foregone earnings) and loan repayments.

Other receipts that result in a reduction in net worth are excluded from income. These include the sale of assets, loans obtained and withdrawals from savings.

List of exclusions mentioned above are –

- Any irregular and one-time lumpsum receipts. These transactions of receipt will not be repeated on daily / weekly / monthly / quarterly / annual basis.
- Any receipts realized from holding gains or losses.
- Receipt that results change in the value of the financial or non-financial assets and / or liabilities over a reference period.
- lottery prizes
- legal/injury compensation (except those in lieu of foregone earnings)
- non-life insurance claims
- gambling winnings etc.

In this survey, any kind of receipts in the form of kind (includes both goods and services) will not be considered within the scope of the survey.

3.2 Measuring Household Income

3.2.1. Gross income: Total, monetary and non-monetary, income received by the household during a specific reference period, before deducting taxes on said income, taxes on wealth and contributions to the social security schemes by the employees and of the employers, after including transfers received between households.

The household's total gross income is calculated as follows:

+ *Monetary gross income as an employee*
+ *Gross monetary profit or loss of self-employment activity*
+ *Value of goods produced for own consumption*
+ *Interests*
+ *Dividends*
+ *Profit from capital investments in unincorporated enterprises*
+ *Income from renting a property or building or machinery or land etc.*
+ *Income from licensing fees or royalties*
+ *Pension*
+ *Social benefits*
+ *Transfer received from other households*

Contributions made by unemployed person having earnings from assets or current transfers to social security schemes will also not be considered.

3.2.2. Disposable Income: It is gross income minus taxes paid like income tax, taxes on wealth and compulsory contributions to the social security schemes by the employees and of the employers and transfers paid between households.

The household's total disposable income is calculated as follows:

+ Household's total gross income
− *Income tax paid*
− *Tax on wealth*
− *Professional Tax*
− *Periodic monetary transfers paid to other households and NPISH*

Disposable Income = *Gross Income – Total Current transfer paid*

3.3 Reference Period

3.3.0. The reference period refers to the period of time to which the information collected in the survey pertains. In National Sample Survey (NSS) surveys, the reference period may vary across different items of enquiry. It is well recognised that estimates based on data collected with different reference periods may exhibit systematic differences. Accordingly, comparisons should be restricted to estimates derived using identical reference period frameworks.

In the present survey, information on different items will be collected with varying reference periods, namely ‘last 7 days’, ‘last month’, ‘last 30 days’, ‘last 365 days’, and ‘last financial year’, depending on the nature and frequency of the item.

3.3.1. A brief description of each reference period is provided with an example where we are assuming that the date of survey as 15th August 2026.

Sl No	Reference Period	Description	Example
1	*‘Last 7 days’*	Information relating to the seven days preceding the date of the survey	8th - 14th August, 2026
2	*‘Last month’*	Information relating to the calendar month preceding the date of the survey	1st - 31st July, 2026
3	*‘Last 30 days’*	Information relating to the 30 days preceding the date of the survey	15th July - 14th August, 2026
4	*‘Last 365 days’*	Information relating to the 365 days preceding the date of the survey	15th August 2025 - 14th August, 2026
5	*‘Last financial year’*	Information relating to the financial year preceding the date of the survey	1st April 2025 - 31st March 2026

3.4 Structure of the schedule NHIS2026

Schedule NHIS2026 contains the following blocks:

Block 1:	Identification of sample household
Block 2:	Particulars of field operations
Block 3:	Demographic and other particulars of household members
Block 4:	Household characteristics
Block 5:	Income from Employment – regular wage/salary

Block 6:	Income from Employment – casual work
Block 7:	Income from Self-employment
Block 7a:	Income from Self-employment - Crop cultivation
Block 7b:	Income from Self-employment - Allied Activity in Agriculture
Block 7c:	Income from Self-employment - Non-agriculture Activity
Block 7d:	Mode of operation & percentage of shareholding in activities carried out during last 365 days
Block 8:	Income from Transfer receipts
Block 9:	Income from Asset
Block 10:	Information on expenditure incurred on various food and non-food items by the household
Block 11:	Current transfers paid
Block 11a:	Particulars of transfers paid on regular / periodic basis to non-household member
Block 11b:	Particulars of direct tax (income tax, professional tax, etc.) paid
Block 12:	Particulars of Total Income of the Household
Block 13:	Remarks by enumerator (SE/JSO)
Block 14:	Comments by supervisory officer (SS/SSO)

3.5. Description of the blocks of the schedule

The blocks are described in section 3.6 to 3.21.

3.6. Block 1: Identification of Sample Household

3.6.0. General: This Section contains identification particulars of the sample household. Information related to items 1.1 to 1.8 will be available from the sample list. Information on items 1.9 to 1.11 will be available from the schedule used for listing households (Schedule 0.0).

3.6.1. Item 1.11.1: whether paper schedule is self-compiled by the household? (yes – 1, no – 2) for urban only

If schedule is self-compiled by the household and a filled-in paper schedule is collected from the household, record code '1', else code '2' will be recorded. This item will be applicable only for those urban sample households who opted for self-compilation in printed schedule.

3.6.2. Item 1.12: survey code:

Select the survey code from the following codes.

household, surveyed: original	1
household, surveyed: substitute	2
household, casualty	3

If the originally selected household has been surveyed, code '1' will be selected. However, if the originally selected household could not be surveyed for whatever might be the reason, a substituted household will be surveyed and, in such cases, code '2' will be selected. 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 selected. In such cases, only Section 1 will be filled in.

Branching and skipping:
If code 2 or 3 in item 1.12, go to item 1.13

3.6.3. Item 1.13: reason for substitution/casualty of original household

This item is applicable if, in item 1.13, either code 2 or 3 is selected. Otherwise, this item is to be left blank. In case the originally selected sample household could not be surveyed, the reason for not surveying the original household will be selected, irrespective of whether or not a substituted household could be surveyed.

The codes are as follows: in households where code 2 is recorded in 11.1,

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

in households where code 1 is recorded in 11.1,

filled in paper schedule not submitted	1
members away from home while collecting filled-in schedule	2
incomplete schedule submitted	3
Others	9

3.7. Block 3: Demographic and other particulars of household members

3.7.0. General: Information like name of the member of the household, relationship to head of household, gender, age, marital status, education level, activity status, and beneficiary details etc. will be recorded for each member of the sample household in this block.

3.7.1. Columns (1) & (2): serial number & name of the household member

The entry against **Column (1)** will be automatically generated from the list of the names of the household members recorded in this block.

In **Column (2)**, the names of the household members will be listed. 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, dependents, servants, etc. Serial numbers of the members will be generated automatically in Column 1.

3.7.2. Column (3): relation to head (code)

This is for recording the relationship of the household member with the head of the household. For the head of the household, code 1 will be automatically generated.

The list of codes for relation to the head of the household is as follows:

self (i.e., head of the household)	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-relatives	9

3.7.3. Column (4): gender

The gender of each member of the household is to be recorded in code as mentioned below:

male- 1, female-2, transgender (hijras, eunuchs)- 3

3.7.4. Column (5): age (years)

The age in completed years of all the members listed will be ascertained and recorded in this column in whole number of years. For infants below one year of age, zero (0) will be entered.

3.7.5. Column (6): marital status (code)

The marital status of each member will be recorded in this column. Couples living together will be treated as *currently married*. The codes are:

never married	1
currently married (including living together)	2
widowed	3
divorced/separated	4

3.7.6. Column (7): highest educational level attained (code)

Highest level of education successfully completed by the household member (and not the education level of currently attending, if the household member is currently attending education) will be ascertained and recorded in terms of the following codes:

Highest educational level attained	**Code**
not literate (i.e., not able to read or write a simple message with understanding in any language)	01
literate without formal schooling (like NFEC, AEC, TLC, Anganwadi Centre, literate without any schooling, etc.)	02
literate with formal education	
below primary	03
Primary	04
upper primary/middle	05
Secondary	06
higher secondary	07
diploma /certificate course	08
graduate	10
post graduate and above	11

A person is considered literate if he/she can read and write a simple message in any language with understanding. A person who is unable to read and write a simple message with understanding in at least one language is to be considered not literate and would be assigned code 01. The following table describes how to assign the codes of highest education level:

Code	Highest educational level	Description
01	Not literate	Person who is unable to read and write a simple message with understanding in at least one language is to be considered as not literate

Code	Highest educational level	Description
02	Literate without any schooling / with non-formal education etc.	Person who is literate with non-formal education or without any schooling. Non-formal education includes education with Non-formal Education Course (NFEC), Total Literacy Campaign (TLC), Adult Education Centre (AEC), etc.
03	Below primary	Person who is literate through formal education, but who is yet to pass primary standard examination.
03 - 08	Literate with formal education	Person, who is literate with formal education or 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.
10	Graduation	Person who has obtained degree, which is equivalent to graduation level.
11	Post-graduation and above	Person who has obtained degree, which is equivalent to post graduation level and above

It may be noted that for the purpose of this survey, the primary level is defined as Class I - V for all the States/UTs uniformly.

3.7.7. Column (8) / Column (10): activity status (code) – primary

The principal activity status will be determined based on the activity of a member ***during last 30 days*** (for Column 8) and ***during last 365 days*** (for Column 10). The activity on which a person spends relatively longer time (major time criteria) during the ***last 30 days*** (for Column 8) and ***during last 365 days*** (for Column 10) will be considered as the principal activity of the person for that reference period.

To decide the principal activity of a person, he/ she is first categorized as belonging to the labour force or not, during the reference period on the basis of the major time criterion. *In case of tie, the preference will be given to the activity that generates relatively higher income to the individual.* For the person belonging to the labour force, the broad activity status of either 'working' or ‘not working but seeking and/or available for work’ is to be ascertained on the basis of the relatively longer time spent in the labour force during the reference period. Within the broad activity status so determined, the detailed activity status of a person pursuing more than one such activity will be determined again on the basis of the relatively longer time spent during the reference period.

A person, thus, adjudged as not belonging to the labour force is assigned the broad activity status 'neither working nor available for work'. Codes 01-05 refer to the 'employed', 06 to the ‘not working but seeking and/or available for work' and the remaining viz. 07 to 14 refer to the 'not in labour force'.

In col. 8, one of the detailed activity statuses of the person, determined on the basis of the procedure given above will be recorded. It may be noted that for a person of age below 5 years, code 15 is to be recorded without any probing. Definitions related to different activity status are as follows:

(i) **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.

(ii) **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 as '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.

(i.1) **Self-employed**: Self employed persons usually 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. 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 (compensation of the employee) and profit of their enterprise (operating surplus of the enterprise).

The self-employed member of the household may be engaged in different types of economic activity. The activities are further divided into two broad groups, namely self-employment in agricultural activity including allied activities and self-employment in non-agricultural activity. If any person primarily engaged as 'self-employment in agricultural activity including allied activities'; code '01' will be recorded. On the other hand, if any person is engaged as 'self-employment in non-agricultural activity' – code '02' will be recorded.

(i.2) **Unpaid family worker in agriculture or non-agriculture:** The helpers are a category of self-employed person 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. In such scenarios, code '03' will be recorded.

(i.3) **Regular wage/ salaried employee**: Persons working in other's farm or non-farm enterprises (both household and non-household) and getting salary or wages in return on a regular basis (and not on the basis of daily or periodic renewal of work contract of duration less than 30 days) are the regular wage/ salaried employees. This category not only includes person who are getting time wage but also person receiving piece wage or salary and paid apprentices, both full time and part-time.

(i.4) **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 (period of such contract is usually less than 30 days) is a casual wage labour. Usually, in the rural areas, one such category of casual laborers can be seen who normally engage in 'public works' activities.

(i.5) **Seeking or available for work (or unemployed):** Person, 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).

3.7.8. Column (9) / Column (11): activity status (code) – secondary

A person (whose principal status is determined on the basis of the major time criterion during the reference period of ***last 30 days*** (for Column 9) and ***last 365 days*** (for Column 11)) may have pursued some other activity during the same reference period. The status in which such activity is pursued during the reference period is the secondary activity status of the person. In case of multiple subsidiary activities, the activity based on the relatively longer time spent criteria will be considered. It may be noted that engagement in subsidiary capacity may arise out of the two following situations:

i. A person may be engaged in a relatively longer period during the reference period in economic (non-economic activity) and for a relatively shorter period in another economic activity (non-economic activity).

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

For all persons engaged in any subsidiary capacity, the status code corresponding to the activities pursued by them in their subsidiary capacity will be recorded in col. 9.

Explanation and Scenario based example for Column (8) / (9) / (10) / (11) –

1. In Column (8) / (10) **– Primary activity** of the member will be recorded.

2. In Column (9) / (11) **– Secondary activity** of the member will be recorded.

3. The reference period for Column (8) / (9) is ***'last 30 days'*** – i.e., the primary activity and secondary activity of each of the member of the household will be determined based on the reference period of *'last 30 days'* and will be recorded in the Column (8) and Column (9) respectively.

4. The reference period for Column (10) / (11) is ***'last 365 days'*** – i.e., the primary activity and secondary activity of each of the member of the household will be determined based on the reference period of *'last 365 days'* and will be recorded in the Column (10) and Column (11) respectively.

5. The code structure for Column (8) / (9) / (10) / (11) are given below –

Activity Status	**Code**
self-employed in agriculture (own account worker/employer)	01
self-employed in non- agriculture (own account worker/employer)	02
unpaid family worker in agriculture or non-agriculture	03
regular wage/ salary	04
casual labour	05
did not work but was seeking and/or available for work	06
student / attended educational institution	07
attended domestic duties only	08
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	09
earning from rent	10
earning from pensions	11
earning from remittances	12
earning from interest	13
unfit for work due to disability or illness	14
others (including children not attending school, begging, prostitution, etc.)	15

Example 1: A household member was running a restaurant during the last 365 days. However, during the last 30 days, the member joined a bank as an Assistant Manager. Accordingly, the primary activity status of the member, based on the last 30 days reference period, will be 'Regular wage/salary', and this will be recorded in Column (8). For the last 365 days reference period, the

member will be classified as 'Self-employed in non-agriculture', and this information will be recorded in Column (10).

Example 2: A household member was employed as a Senior Statistical Officer and retired two months prior to the date of the survey. Accordingly, the primary activity status of the member, based on the 'last 30 days' reference period, will be 'Earning from pension', and this will be recorded in Column (8). For the 'last 365 days' reference period, the same member will be classified as 'Regular wage/salary' and this information will be recorded in Column (10).

Example 3: A household member is self-employed and runs a shop. In addition, the member also receives rental income from property owned by him. Accordingly, the primary activity status of the member will be 'Self-employed in non-agriculture', and the secondary activity status will be 'Earning from rent'.

3.7.9. Column (12): whether a beneficiary of any Central/State Government social assistance scheme (cash transfer only)

If the member of the household is a beneficiary of any central/state government social assistance scheme where the benefit is transfer in terms of cash, as on the date of survey and received/receiving benefits under these schemes, code 1 is to be recorded against such member(s), otherwise code 2 may be recorded.

Government social assistance benefit: Government social assistance is financial support provided by the government to individuals or households in need with the goal of ensuring a basic standard of living and protecting against economic hardship. These include old age pension (not post-retirement benefits), widow pension, disability pension, pay supplements to dependent family members of military personnel, unemployment allowance, other cash transfer from central or state government, etc. For this survey, only monetary transfers received by member(s) of the household is to be considered.

Note – The tentative list of such schemes is provided in section 3.16.6. *Further, it may be noted that for this particular survey, the LPG subsidies received by the household will not be considered as Government social assistance benefits. In addition, any social welfare scheme in which benefit is transferred in kind only, will not to be considered.*

Example – If any member is only beneficiary of National Food Security Act (NFSA, 2013), code '2' will be recorded as the benefit is transferred in kind. But if the same member is a beneficiary of both NFSA 2013 and PM-kisan scheme, record '1'. Therefore, for those cases where a member is beneficiary of at least one of the government social assistance schemes in which benefit is transferred in cash, code '1' will be recorded.

3.8. Block 4: Household Characteristics

3.8.0. Objectives and Scope

The household characteristics of the selected household will be recorded in this block.

3.8.1. Q4.1 Household Size

This item will be auto calculated from Block 3.

3.8.2. Q4.2 Social Group

Social group of the head of the household will be recorded here.
The codes are:

Schedule Tribe (ST)	1
Schedule Caste (SC)	2
Other Backward Class (OBC)	3
Others	9
Not reported	0

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.

If the informant does not provide information on social group of the head of household, code ‘0’ (zero) may be recorded in Q4.2.

3.8.3. Q4.3 Religion

Religion of the head of the household will be recorded here.
The codes are:

Hinduism	1
Islam	2
Christianity	3
Sikhism	4
Jainism	5
Buddhism	6
Zoroastrianism	7
Others	9
Not reported	0

If the informant does not provide information on religion of the head of household, code ‘0’ (zero) may be reported in Q4.3.

3.8.4. Q4.4 Agricultural activity(ies) carried out by one or more household member in last 365 days

If one or more members of the household is (are) working as self-employed and engaged in one or more agricultural activity(ies) such as cultivation of crop, fruits, vegetables, spices, flowers, or other allied agricultural activity viz., animal husbandry, fisheries, agroforestry activity, bee keeping, sericulture, lac culture, ancillary agricultural activities etc., then the type of such agricultural activity(ies) in which the member(s) is(are) engaged during last 365 days is to be recorded against this question.

Note – If a household has more than one member and the members are engaged in different agricultural and allied activities—for example, the head of the household is engaged in the cultivation of paddy, while the spouse is running a poultry farm—then both items, namely 'Cultivation of crops/fruits/vegetables/spices' and 'Animal husbandry', should be selected/ticked (✓) in the respective check boxes.

3.8.5. Q4.5 Details of non-agricultural economic activity(ies) carried out by one or more household member in last 365 days

If one or more members of the household is(are) working as self-employed and engaged in one or more non-agricultural activity, such activity is to be recorded in this item in 2-digit of NIC 2025 code. The list of such eligible non-agricultural economic activity at 2-digit NIC 2025 codes representing manufacturing, electricity, gas, steam and air conditioning supply, water supply, sewerage, waste management, construction, wholesale and retail trade, transport and storage, real estate activities, information and communication, accommodation and food service activities, etc., has been embedded in the CAPI. Any activity / activities (not in the list) in which any member was engaged during the last 365 days prior to the date of the survey needs to be reported.

If a household was engaged only in 'Retail trading of IT equipment' during the first half of the last 365 days reference period, but changed its activity during the second half of the reference period and is currently engaged only in providing 'fixing/repairing computers', then both activities – 'Retail trading' and 'Repair of computers and personal and household goods' – should be selected in Columns (2) and (3) of Question Q4.5, respectively.

A provision for recording maximum four activities has been kept in the schedule. If the household member (s) is (are) engaged in more than four activities, the details of first three activities are to be ascertained based on the following criteria:

(i) activities which contributes the most to the enterprises/households (if the activities are carried out as separate entity) total income are to be considered.

(ii) if the activities contribute equally, the activity / enterprise in which member(s) is(are) spending most of the time are to be considered.

Apart from the three activities decided based on the criteria above, information on other activities is to be clubbed together and recorded as the fourth activity.

For the purpose of this survey, engagement in the household unincorporated proprietary enterprises and partnership enterprises during the last 365 days will be considered for reporting.

Column 1, Q4.5 will be auto generated. In col. 2, Q4.5, the description of non-agricultural activity / activities in which the household is engaged is to be recorded while in col. 3, the 2-digit code as per NIC 2025 corresponding to that activity is to be recorded.

In Column (4) of Question Q4.5, it needs to be ascertained whether the non-agricultural activity in which the household was engaged during the last 365 days is seasonal or not. If the activity is seasonal (i.e., it is carried out only for a few months during the year), Code 1 should be recorded against that activity in Column (4). Further, the number of months during the last 365 days for which the activity was in operation (working) should be recorded in Column (5) of Q4.5.

3.8.6. Q4.6 Does the household own any land (within the country) as on the date of survey?

It is to be ascertained whether the household owns any land within the territory of the country as on the date of survey or not. There may be situations when the land possessed by the household is owned by the head of the family, who stays in a different town or village and therefore, is not a member of the household. In such cases the land should be regarded as not owned but leased in by the household.

Here, all land of the household within the country, irrespective of its use (agriculture/non-agriculture), which are either ‘owned’ and / or ‘owned and leased out’ by any member of the household as on date of survey will be considered. Code 1 is to be reported if the household owns any land as on the date of survey within the country, otherwise code 2 is to be reported. In case of household owns a flat, then Code 1 will be report and the area of land of that household will be in proportion to the number of households residing in the entire structure including the common area.

Branching and skipping:
If code 1 in Q4.6 go to Q4.7 and Q4.8

3.8.7. Q4.7 Total area (in acre) of all owned land (within the country) by the household as on the date of survey (the area is to be reported in three places of decimal)

If the entire plot is owned by any member of the household as on the date of survey, the owned area, which is the geographical area of the plot, will be recorded in acres in three places of decimals against this question.

If, however, the land is owned jointly by members of two or more households, the area of the land will be apportioned among the owner households and only the portion owned by the sample household will be recorded in acres in two places of decimals.

For example, if a plot of area 5.00 acres is owned equally by four brothers belonging to four different households and if one of them is selected for the survey, the entry in Q4.7 will be 1.25 acres. In case the household owns a flat, the equivalent land area in acres should be recorded. For instance, if the household owns a flat with a super built-up area of 1500 square feet in an apartment complex constructed on a total land area of 5 acres, comprising 500 such flats, the area attributable to the flat should be calculated proportionately and recorded in acres.

In another example, if the household owns a land of 10 acres out of which 4 acres are leased-out and further leased-in 3 acres land in some other place. The total owned land (10 acres) will be recorded. This will not consider the amount of land leased-in by the household.

3.8.8. Q4.8 Use of land owned

If Code 1 is recorded in Q4.6, indicating that the household owns land (either owned & possessed or owned & leased out) as on the date of the survey, the purpose(s) for which the land is being used should be recorded in Q4.8. The owned land may be used for purposes such as crop production or other agricultural activities, animal husbandry, residential purposes, etc. If the land is used for multiple purposes or if the household owns multiple pieces of land which are used for different purposes – for example, both residential use and cultivation of vegetables – all relevant options should be selected, as multiple selection is allowed. The purposes for which the land may be used are provided under the following codes:

for agricultural uses: crop production	1
for animal husbandry / dairy	2
for other agricultural activity	3
for non-agricultural activity	4
residential land including homestead	5
other land	9

In case the land is leased out or is not being used at the time of survey, code ‘9’ may be recorded.

3.8.9. Q4.9 Does the household perform any economic activity on any building/structure during last 365 days?

If one or more members of the household owns (either *owned* and *possesses* or *leased in* or *both*) any building or structure as on the date of the survey that is used for agricultural or non-agricultural activities – such as animal shelters, mushroom cultivation, storage units, or manufacturing/production purposes (e.g., factories, workshops, food processing units, shops, etc.), then code 1or 2 or 3 should be recorded for this question.

> An economic activity is any activity in which a household or individual produces goods or provides services that contribute to economic output, either for sale, barter, or own final use.
>
> Economic activities are agriculture, livestock, poultry, fisheries, manufacturing, mining, trade, business, repair, and transport services, production of goods for own consumption (e.g., vegetables, milk, processed food) etc.
>
> It includes even irregular, seasonal, or part-time activities if they produce goods or services contributing to household output or income.
>
> Exclude activities such as: Household chores (cooking, cleaning, washing) done only for family consumption, Volunteer or unpaid social work without production of goods or services for others

Recording of codes in Q4.9 –
Code 1 – Record this code if any member of the household owns and possesses any building or structure that is being used to perform any economic activity as on the date of the survey.

Code 2 – Record this code if no member of the household owns any building or structure, but any member has leased in a building or structure that is being used to perform any economic activity as on the date of the survey.

Code 3 – Record this code if both situations mentioned in Code 1 and Code 2 apply, i.e., some building(s)/structure(s) are owned and possessed and some are leased in, and all are being used to perform economic activity as on the date of the survey.

Code 4 – Record this code if either: no member of the household owns, possesses, or has leased in any building or structure; **or** any building or structure owned and possessed or leased in by the household is **not** being used to perform any economic activity as on the date of the survey.

> **Branching and skipping:**
> If code 1-3 in Q4.9 go to Q4.10

3.8.10. Q4.10 Type of economic activity(ies), household performed during last 365 days

If any of the Code 1/2/3 is recorded in Q4.9, the type of economic activity / activities performed in the building/structure during last 365 days will be recorded here. The purpose(s)/activities like for agricultural uses: crop production, for animal husbandry / dairy, for other agricultural activity, for non-agricultural activity, both agricultural & non-agricultural activities is / are to be ascertained and recorded in the form of code (given below) against this question.

For agricultural uses: crop production	1
for animal husbandry / dairy	2
for other agricultural activity	3
for non-agricultural activity	4

If the household uses the building / structure for multiple economic activities or if the household owns / leased in multiple building/structure which are being used for different type of activities, there is a provision to select multiple entries for this question.

3.8.11. Q4.11 Type of dwelling unit of the household as on the date of survey

Each sample household will be asked whether it has any unit of accommodation for residential purposes at the present place of enumeration (i.e., the village/town/city/country where the household is currently staying or intends to stay continuously for six months or more). This includes houses/flats that are owned, rented, or otherwise occupied.

The dwelling unit may comprise an entire structure or only a part of a structure. If the household is residing in a dwelling unit, the type of dwelling unit – namely owned, hired/rented, provided by the employer, or otherwise occupied (including rent-free accommodation) – should be recorded against this question.

Owned	1
Hired	2
provided by the employer	3
Others	4
no dwelling unit	5

Dwelling more or less regularly under staircases, in tents, in pipes, under bridges, or in purely temporary and flimsy improvised structures built along roadsides (which are liable to be removed at any time) shall not be considered for the purpose of this question.

Branching and skipping:
If code 1-4 in Q4.11 go to Q4.12, Q4.13 and Q4.14

3.8.12. Q4.12 Carpet area of dwelling unit (in square feet) of the household

The carpet area refers to the net usable floor area of the dwelling unit, measured from the inner walls, and includes the area of all living rooms, bedrooms, kitchens, bathrooms, toilets, storerooms, and internal passages that are exclusively used by the household.
The total carpet area of the dwelling unit is to be reported in square feet and recorded in whole numbers only. If the household occupies only a part of a structure, the carpet area of only that occupied portion should be recorded.

The enumerator should record the area based on information provided by the respondent (such as sale deed, rent agreement, or house plan), or the respondent's best estimate, if exact measurement is not available. If the carpet area is not known, the enumerator should assist the respondent in making a reasonable estimate and record the estimated value.

3.8.13. Q4.13 Type of structure of the dwelling unit of the household

The type of structure of the dwelling unit occupied by the household will be recorded in the form of codes described below –

Code 1 – Independent house: A dwelling unit that is a separate structure with independent access, not sharing walls or common facilities with other households. This includes single-storey or multi-storey houses occupied by one household.

Code 2 – Flat: A self-contained dwelling unit located within a multi-storeyed building, apartment complex, or housing block, sharing common areas such as staircases, corridors, or lifts with other households.

Code 3 – Others: Any dwelling unit that does not fall under Code 1 or Code 2.

3.8.14. Q4.14 Number of rooms in the dwelling unit of the household

A room is defined as an enclosed space within the dwelling unit that is used for a particular purpose, such as bedrooms, living rooms, dining rooms, or study rooms etc., and which is separate from other rooms by walls and has a roof. The number of such rooms within the dwelling unit possessed by the household will be recorded in whole numbers.

- ✓ If a single room is used for multiple purposes (e.g., living and sleeping), it should be counted as one room only.
- ✓ If the household occupies only a part of a structure, the number of rooms in that occupied portion only should be recorded.

3.8.15. Q4.15 Whether the household has any outstanding loan taken from financial institution* for the purpose of purchase / construction of

land/house/building/flat or to meet expenditure of economic activity or; one or more of these?

*: includes bank, non-banking financial institutions, insurance companies etc

If any member of the household has availed any loan from any financial institution – such as scheduled commercial banks, regional rural banks, co-operative banks, co-operative societies, insurance companies, or financial corporations/institutions – for the purchase of land or purchase / construction of a building/house/flat or to meet the expenditure of economic activity (like availed loan to purchase machinery, equipment, raw material etc.), and the loan is outstanding as on the date of the survey, then Code 1 should be recorded for this question.

For the purpose of this question, the minimum outstanding loan amount as on the date of the survey should be ₹500.

Note – The purpose of the loan should be identified based on the reason for which it was sanctioned by the institution. If a loan is sanctioned for house construction, the purpose should be recorded as construction of house, even if the money is later used for something else.

Exclusion – Do not consider loans taken for educational purposes, for meeting expenses related to social functions (such as marriage, religious ceremonies, or family celebrations), or for any similar personal or social purposes.

Only loans taken for the specified purposes covered under this block should be recorded.

Branching and skipping:
If code 1 in Q4.15 go to Q4.16

3.8.16. Q4.16 Amount paid towards repayment of the loan in the last month by the household (in Rs.)?

The enumerator should record the total amount actually paid by the household towards repayment of loan(s) in the last month preceding the date of the survey. This includes payments made by any member of the household towards one or more such outstanding loans which were taken for the purposes mentioned in Q4.15 only.

The amount to be recorded should include regular instalments (EMIs), and any additional or part payments made during the reference month. The amount should be recorded in whole number of rupees. If the household has more than one loan, the sum total of all repayments made during the last month should be recorded. If no repayment was made during the last month, "0" should be recorded. The enumerator should ensure that the amount reported pertains only to repayments made in the last month, irrespective of the loan amount or repayment schedule.

3.9. Block 5: Income from Employment – regular wage/salary

3.9.0. Objectives and Scope

In this block, information on income will be collected for each household member who is either in regular employment or engaged in contractual employment (through an agreement with an employer for a specific duration). Persons working in other's farm or non-farm enterprises (both household and non-household) and in return receiving salary or wages on a regular basis (i.e., not daily basis or in situations where periodic renewal of work contract is of less than 30 days duration) are regular wage/ salaried employees. This category includes not only persons receiving time wages but also those paid by piece rate or salary, as well as paid apprentices, both full-time and part-time.

All household members who are either salaried earners (e.g., Central/State Government employees or employees in the public or private sector) or who receive wages at a regular frequency from their employer will be covered in this block.

Implementation Notes

- ✓ The information will be collected for each member individually.
- ✓ For Q5.2 to Q5.8, record information in whole number of rupees.

3.9.1. Q5.1 Number of months worked

The objective of the question is to collect information on the number of months worked during last 365 days.

Guidelines for Recording Months Worked

- ✓ For contract employees:
    - If a person has worked for at least one working day in a month, that month should be counted as one month worked.
- ✓ For regular employees:
    - Record the number of months for which the person has received, or will receive, salary as deferred payment during the last 365 days.

Example 1– If a regular salaried person worked for at least one day in each month during the last 365 days, it implies that the person was engaged in all 12 months of the reference period. In this case, record "12".

Example 2 – If a person joined service six months prior to the date of the survey and remained unemployed during the remaining part of the reference period, record "6".

Example 3 – If a regular employee is in maternity leave for 8 months out of last 365 days but receives salary during the period of leave, record “12”.

3.9.2. Q5.2 gross salary

Gross salary received by each household member *during the last month* will be reported individually.

It includes

- ✓ *Basic Salary/ Basic Pay*
- ✓ *Dearness allowance (DA)*
- ✓ *House Rent Allowance (HRA)*
- ✓ *Conveyance / Transport allowance*
- ✓ *Special Allowance*
- ✓ *Compensatory Allowance etc.*

The major exclusions are

- o *employers’ contribution towards social security schemes*
- o *employers’ contribution towards pension schemes*
- o *any reimbursements received for expenses incurred during official travel, including Travel Allowances (TA) and Daily Allowances (DA) received while on tour.*
- o *free or subsidized goods and services received from the employer e.g., mobile / internet charges, hospitality bills, meal coupons, food allowance, club membership, cab service, briefcase allowance, children education allowance, newspaper/magazine allowances, book grant, etc.*

However, gross salary includes direct taxes paid by the employee.

3.9.3. Q5.3 allowances received

All cash allowances, fees, and tips received by the member *during the last month* will be recorded here.

These include, but are not limited to

- ✓ *overtime allowances – enhanced payments / special allowances for working overtime, at night, or on weekends*
- ✓ *allowances for working away from home*
- ✓ *shift allowances*
- ✓ *project allowances*
- ✓ *remote location or hard area allowance*
- ✓ *consultant fees*
- ✓ *tips, etc.*

Note – *Any allowances provided in the form of kind (goods or services) is outside the scope of the survey.*

3.9.4. Q5.4 bonuses received

What to Record: Al monetary bonuses received by the member *during the last 365 days*.
Examples include –

- ✓ *festival bonus*
- ✓ *profit-sharing or production bonuses*
- ✓ *Other profit-related payments*
- ✓ *commission from sales*
- ✓ *performance-based incentive, etc.*

Note – *Any allowances provided in the form of kind (goods or services) is outside the scope of the survey.*

3.9.5. Q5.5 sale value of shares offered as part of employee remuneration (employee stock option)

If any member of the household has received shares of the enterprise as a part of employee renumeration from the employer during last 365 days, record the sale value of such shares, only if the shares were sold within the last 365 days.

3.9.6. Q5.6 leave encashments, remuneration for time not worked such as annual leave, holidays, or other paid leave, Leave Fare Concession etc.

The receipts against leave encashed by the member, renumeration received for time that is not worked such as for annual leave, holidays or other paid leave; cash received against leave fare concession are to be recorded against this item.

What to Record:

- ✓ Cash received by the member for leave encashed during the reference period
- ✓ Remuneration received for time not worked, such as:
    - o Annual leave
    - o Holidays
    - o Other paid leave
- ✓ Cash received for Leave Fare Concession (LFC)

Reference Period: Last 365 days

Exclusion: Leave encashment from balance leave at the time of retirement is not to be recorded here.

3.9.7. Q5.7 severance and termination pay, termination benefits including social security benefits like maturity benefits of CGEGIS etc. –

Severance and termination pay (received by any member in case of termination) being primarily intended to support current living standards while a person is between jobs, are considered as income. Termination benefits received by a member (in case of termination or resignation) are due to the employment activity / service provided by the member as an employee. Thus, such receipts are considered as employee income.

What to Record:

- ✓ If a household member has resigned or been terminated, payment received by the member *in the last 365 days* intended to support current living standards while between jobs – severance or termination pay.

- ✓ If a household member has resigned or been terminated, record all benefits received on resignation or termination *during the last 365 days*, including:
  - Social security benefits (e.g., Central Government Employees Group Insurance Scheme – CGEGIS)
  - Any other lumpsum payments received at the time of resignation or termination

Exclusions:

- Lumpsum retirement payments are not included here – (will be recorded as current transfer in block 8)
- Receipts from Provident Fund (PF) are not to be included.

3.9.8. Q5.8 others

Any other payments received by a member of the household due to employment-related activities *during the last 365 days*, such as:

- ✓ Directors' fees (for attending board meetings)
- ✓ Sitting fees for serving on committees as an expert
- ✓ Honorarium
- ✓ Any similar employment-related payments not covered under previous items.

3.9.9. Q5.9 Total monthly income

The total salary, including allowances, bonuses and any other form of employment-related payment will be *automatically* calculated on a monthly basis.

To be noted

(i) Any payment received by one or more member of the household due to their employment related activity will be recorded.

To be noted

(ii) It should not be a capital transfer (exception – if any arrear of salary is received which usually is in relatively large value, the arrear apportioned for the reference period of that item will be recorded).
(iii) The payment is to be received either in the form of cash or received/remitted through electronic payment mode in bank account
(iv) Any receipt which is not due to employment activity will not be recorded in this block.
(v) If the member received any goods or services in lieu of the employment activity – such transactions will not be recorded.
(vi) Treatment of Gift Cards – Any bonuses, allowances, or employment-related payments received in the form of gift cards should be included only if the gift cards are redeemable for cash or can be transferred to a bank account.

3.10. Block 6: Income from Employment – casual work

3.10.0. Objectives and Scope

- ✓ This block is designed to collect information on income from casual work for each household member.
- ✓ Casual workers are those engaged in others' farm or non-farm enterprises (both household and non-household) on a short-term, day-to-day, or task-based basis and and in return get wage according to the terms of the daily or periodic work contract.
- ✓ Payment is typically received daily, weekly, or per task, and there is often no formal or long-term contract.
- ✓ Examples: Daily-wage labourers at construction sites, seasonal agricultural workers, temporary shop helpers, loading/unloading workers, etc.

Implementation Notes

- ✓ The information will be collected for each member individually.
- ✓ For Q6.2 and Q6.3, record information in whole number of rupees.

3.10.1. Q6.1 number of days worked in last month (no.)

The number of days, the member worked as a 'casual worker' in last month will be recorded against the question. The causal worker may not have work in majority of the days in a month and / or may also be engaged in multiple type of economic activities during a reference period. If a worker does multiple economic activities during 'last month', the number of days will be the count of all such days on which at least one of the economic activities was performed and payment was received (or receivable) in the form of cash or other modes of electronic payment for performing such activity.

What to Record: Total number of days the member worked as a casual worker during the last month.

Guidelines:

- ✓ If a worker performed multiple economic activities in the reference month, count all days on which at least one activity was performed.
- ✓ Include only days on which payment was received or receivable in cash or electronic mode either as daily wage or as lumpsum for the work.

3.10.2. Q6.2 average daily wage earned in all mode except in-kind (in whole number of Rs.)

The average daily wage earned by the member in whole number of rupees is to recorded against this item.

Calculation of Average daily wage – In case, the member is engaged as causal worker in multiple economic activities and each such activity has different wage rate, the average daily wage should be calculated considering all the wage rates. The formula for calculating the average value is

$$average\ wage\ rate = \frac{\sum_i w_i \times d_i}{\sum_i d_i} = \frac{Total\ wages\ received\ (or\ receivable)\ due\ to\ the\ casual\ work\ activity\ acrried\ out\ during\ last\ month}{Total\ number\ of\ days\ worked*}.$$

*Total number of days indicates the count of all the days in which at least one of the activities related to causal work is performed i.e., the value recorded in Q6.1. If multiple activity is carried out in a single day, while recording the total number of days it will be considered as ‘one’.

where,

w_i is the average daily wage rate of i^{th} economic activity,

d_i is the total number days worked in i^{th} economic activity by the member during last month.

Example 1- The casual worker was engaged in a single economic activity during last month. The total number of days worked is 20 days and the daily wage was ₹500. As the person was engaged in single activity, the average daily wage as “₹500” will be recorded.

Example 2- The casual worker was engaged in a multiple economic activity (say, as carpenter and painter) during last month. During last month, the total number of days worked as carpenter is 15 days and the daily wage was ₹1000. Alongside, he/she also worked as painter for 10 days and the daily wage received for that activity was ₹800.

The average daily wage $= \frac{15\times ₹1000+10\times ₹800}{15+10} = ₹920$

This "₹920" will be recorded in Q6.2.

Example 3- A casual worker was engaged in multiple economic activities (say, as mason and painter) during last month. During last month, the total number of days worked as mason is 10 days and the daily wage was ₹900. Alongside, he/she also worked as painter for 10 days and the daily wage received for that activity was ₹800. However, there are 3 days in last month in which he performed both the work of mason and painter. Thus, he has only worked 17 days during last month.

The average daily wage $= \frac{10\times ₹900+10\times ₹800}{17} = ₹1000$

Exclusion – If the causal worker received any payment in the form of kind (goods/services), such transactions are out of the scope of the survey and will not be recorded.

3.10.3. Q6.3 bonuses/tips received

Any bonuses or tips received by the member during the last 365 days will be considered against this item.

Exclusion: Bonuses or tips received in kind (goods or services) are not included.

3.10.4. Q6.4 Total monthly income

The total income, including the total wage earned during last month, and bonuses/tips received (calculated on monthly basis) will be *automatically* calculated.

3.11. Block 7: Income from Self-employment

3.11.0. Objectives and Scope

In this block, information on income from self-employment activities will be collected for the household as an entity.

<u>Concept and Definition of Self-employment</u>

Self-employed: Self employed persons usually 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. 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)

Concept and Definition of Self-employment

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 from their enterprise.

The self-employed member of the household may be engaged in different types of economic activity. The activities are further divided into three broad groups, namely self-employment in agricultural activity, self-employment in allied activities related to agriculture and self-employment in non-agricultural activity.

(i) Self-employment in agricultural activity – If one or more members of the household are operating an agricultural establishment during last 365 days, where the establishment is primarily engaged in production of cereal, pulses, oilseeds, sugar crops, fibre crops, condiments, spices, fruits, vegetables, flowers, fodders, medicinal plants, plantations crops and any other food or non-food crops (e.g., bamboo, canes etc.), the member(s) is/are to be considered as self-employed in agriculture.

(ii) Self-employment in allied activities related to agriculture – If one or more members of the household is/are running an agricultural-establishment, primarily engaged in allied activities including animal husbandry, poultry, bee keeping, forestry, fishery etc., the member(s) will be considered as self-employed in allied activities related to agriculture.

Note – It may happen that a single establishment operated by the household is engaged in production of crops and doing allied activities (say, bee keeping). In such cases, the establishment will be treated as engaged in both 'Self-employment in agricultural activity' and 'Self-employment in allied activities related to agriculture'. Subsequently, the details of income from the activity 'crop cultivation' and 'bee keeping' will be reported separately in Block 7a and Block 7b, respectively.

(iii) Self-employment in non-agricultural activity – If one or more members of the household is(are) running an establishment which is primarily engaged in non-agricultural activity (i.e., performing any activity under section 'C' to 'S' of NIC 2025(excluding gambling and betting activities), the member is to be regarded as engaged in non-agricultural activity. *For the purpose of this survey, engagement in household proprietary enterprises and partnership enterprises during the last 365 days will be considered for reporting.*

Note – If a household (implying one or more members of the household) is engaged in both agricultural and non-agricultural activity, the details of activity and income from all such activity will be recorded in relevant blocks.

Concept and Definition of Self-employment

Note – If a household has sole proprietorship (i.e., a form of business where one individual owns, controls, and operates the business, and the business is not legally separate from the owner) in an incorporated enterprise, the relevant details shall be recorded in this block.

Implementation Notes

1. Structure of Data
   - ✓ Data will be collected in three separate blocks:
     - Block 7a – For Self-employment in agricultural activity
     - Block 7b – For Self-employment in allied activities related to agriculture
     - Block 7c – For Self-employment in non-agricultural activity
   - ✓ The classification of self-employment type will determine which block(s) to use.

2. Level of Data Collection
   - ✓ All information is to be collected at the household level.
   - ✓ This implies that consolidated information pertaining to all members' self-employment activities within the household should be captured, not for just a single individual.

3. Handling Multiple Activities
   - ✓ If a household member is engaged in more than one self-employment activity during the reference period:
     - Income from each activity must be recorded.
     - Report the income in the corresponding block (7a, 7b, or 7c) according to the type of activity.

3.12. Block 7a: Income from Self-employment – Crop cultivation

(For agricultural establishment engaged in crop cultivation (includes production of cereals, pulses, oilseeds, cash-crops, vegetables, fruits, spices, flowers etc.)

3.12.0. Objectives and Scope

In this block, information on income (output and input details) with respect to all crops cultivated during last 365 days by the household will be collected for each sample household.

3.12.1. Q7.1 Details of the crops cultivated by one or more member of the household during last 365 days

This question captures information on crop-wise production and receipts from crops cultivated by one or more members of the household during the reference period of last 365 days.

- ✓ Information relates to both products and by-products.
- ✓ Details are to be recorded separately for each type of crop.
- ✓ For the unsold portion of production, the value should be imputed or reported based on the informant's assessment, using prevailing local market prices.

3.12.1.1. Column (2), Q7.1: crop code

Record the 4-digit crop code for each crop:

- ✓ Harvested during the last 365 days, or
- ✓ Sold as a standing crop (pre-harvest sale) during the reference period.

Branching and skipping:
If 'Yes' in Col (3.1) of Q7.1 indicating entire crop is sold as pre harvest sale, go to Col (8) of Q7.1

3.12.1.2. Column (3), Q7.1: unit

Record the unit in which the crop is generally sold.

- ✓ Report the unit either in Kg. or Number
- ✓ For most crops, the unit will be kilogram (kg).
- ✓ Some crops (e.g., coconut, bamboo) are sold in numbers and should be reported accordingly.
- ✓ Units such as *bags*, *truckloads*, etc. must be converted into kilograms or numbers for reporting.
- ✓ If a crop was only sold through pre-harvest sale (for example – entire crop in the field is sold before harvest), this column may be left blank for that crop.

3.12.1.3. Column (4), Q7.1: total quantity produced

- ✓ Record the quantity harvested during the reference period (*last 365 days*) in the unit specified in Column (3).
- ✓ Include only harvested quantity during last 365 days.
- ✓ Exclude:
    - o Quantity sold through pre-harvest sale
    - o Quantity lost or damaged, if separately identifiable.

3.12.1.4. Column (5), Q7.1: total quantity sold

- ✓ Record the total quantity sold out of the quantity produced during the last 365 days.
- ✓ This should relate only to the output harvested reported in Column (4).
- ✓ The total quantity sold as recorded in Column (5) will be less than or equal to the total quantity produced and harvested during last 365 days as recorded in Column (4).

3.12.1.5. Column (6), Q7.1: total sale value (Rs.)

- ✓ Record the total sale value received or receivable for the quantity sold.
- ✓ Value should be reported in whole number of Rupees.
- ✓ In case of sale in kind, estimate the value at the prevailing local market price (ex-farm price).
- ✓ In case some portion of total production (harvested) remain unsold as on the date of the survey, the value of the unsold portion of production, should be imputed or reported based on the informant's assessment, using prevailing local market prices. The imputed value will be added with the sale receipts and recorded in Column (6).
- ✓ Exclude:
  - Value of pre-harvest sales
  - Value of lost/damaged crops

Case 1: If sale of entire produce is reported by the household, average per unit sale = total sale value (received or receivable) ÷ total quantity produced Case 2: If household did not report any sale of output for a crop (except lost/damaged crop), average per unit sale = local market price for the crop at the time of harvesting and report directly at Column (7) Case 3: If the household received the sale value in kind, average per unit sale = imputed value of the in-kind receipt ÷ total quantity produced Case 4: Mix of any of the above cases, Calculate the total sale value first (which will include the total receipts from sale + imputed value for the unsold portion + imputed value of the in-kind receipt).

3.12.1.6. Column (7), Q7.1: average per unit sale value (Rs.)

- ✓ This column will normally be auto generated using Columns (5) and (6).
- ✓ Following are situations where enumerator needs to enter value
- ✓ Situation 1 - If the household cannot report total sale value:
  - o Ascertain the average per unit local market price for the crop and record it here.
  - o The system will then compute the total sale value.
- ✓ Situation 2 - If:
  - o No quantity was sold, or
  - o Sale value was received entirely in kind

  → Use the local market price at the time of harvest as the average rate.

3.12.1.7. Column (8), Q7.1: value of pre-harvested sale (Rs.)

- ✓ Record the total value of pre-harvest sales (i.e., sale value of standing crop) for each crop.
- ✓ Value should be reported in whole number of Rupees.

3.12.1.8. Column (9), Q7.1: value of by-products (Rs.)

- ✓ Record the sale value of by-products, if any (e.g., straw, husk).
- ✓ Value should be based on:
  - o Actual sale value, or
  - o Household's assessment where sale details are not available
- ✓ Report in whole number of Rupees.

Key Points for Enumerators

- ✓ Crop-wise reporting is mandatory.
- ✓ Distinguish clearly between:
  - o Harvested output
  - o Pre-harvest sales
  - o By-products
- ✓ Ensure quantities and values are internally consistent across columns.

Example:

Considering cultivation of paddy, a household, out of a total production of 2100 kg, (i) sold 2000 kg and (ii) kept 100 kg for own consumption during l*ast 365 days*

- ✓ Column (2) – Crop cultivated: **Paddy**
- ✓ Column (3) – Unit: kg
- ✓ Column (4) – Harvested quantity: 2,100 kg
- ✓ Column (5) – Quantity sold: 2,000 kg
- ✓ Column (6) – Total sale value: ₹44,000
- ✓ Column (7) – Average sale price: ₹22 per kg (*auto calculated*)
- ✓ Column (8) – Pre-harvest sale: None
- ✓ Column (9) – By-product (straw) sold for: ₹4,500
- ✓ Q 7.5 - ₹2,200 (as Quantity for own use was 100 kg and the sale price is ₹22)

Pre harvest sale of crop

Pre-harvest sale occurs when a farmer sells the crop before cutting/harvesting it, and the buyer takes responsibility for harvesting and marketing.

Key features of pre-harvest sale

- The crop is sold before harvesting.
- Sale is usually made lumpsum, not by measured quantity.
- The farmer does not harvest that portion of the crop.
- Common for crops like sugarcane, fruits, vegetables, banana.

Scenario of reporting considering entire crop with pre-harvest sale during l*ast 365 days*

- ✓ Column (2) – Crop cultivated: **Sugarcane**
- ✓ Column (3.1) – Whether entire crop is sold before harvest – Yes
- ✓ Column (3) – Unit: Not applicable
- ✓ Column (4) – Harvested quantity: Not applicable
- ✓ Column (5) – Quantity sold: Not applicable
- ✓ Column (6) – Total sale value: Not applicable
- ✓ Column (7) – Average sale price: Not applicable
- ✓ Column (8) – Pre-harvest sale: ₹40,000
- ✓ Column (9) – By-product (straw) sold for: Not applicable

Scenario of reporting considering portion of crop with pre-harvest sale during l*ast 365 days*

- ✓ Column (2) – Crop cultivated: **Sugarcane**
- ✓ Column (3.1) – Whether entire crop is sold before harvest – No
- ✓ Column (3) – Unit: kg.
- ✓ Column (4) – Harvested quantity: 30,000 kg *(Note – it excludes pre-harvest sale)*
- ✓ Column (5) – Quantity sold: 30,000 kg
- ✓ Column (6) – Total sale value: ₹90,000
- ✓ Column (7) – Average sale price: ₹3 (auto calculated)
- ✓ Column (8) – Pre-harvest sale: ₹20,000
- ✓ Column (9) – By-product sold for: ₹1,000 (as cattle fodder)

3.12.2. Q7.2 Expenses incurred by the household during 'last 365 days' on inputs used for production of crops (including imputed expenses)

- ✓ What to record: All expenses (paid + payable + imputed if unpaid or paid in kind/service to non-household members) related to crops harvested during the last 365 days (as reported in Q7.1).

- ✓ Include:
  - o Expenses incurred even before the reference period of last 365 days, but the crop was harvested/sold during the reference period of last 365 days and recorded in Q7.1

  - o Expenses incurred in respect of damaged/ lost crops cultivated during the reference period

  - o Expenses both in cash and in kind, payable or paid and imputed expenses

  - o Imputed expenses include - Inputs used in the production process from own stock, free collection, exchange/barter, or home-grown → value them at local market price and record

  - o Record only inputs that are used in production of any of the items recorded in Q7.1 {*In some cases, farmers may purchase larger quantities of inputs (e.g., fertilizer), but only a* *portion is used in production, with the remainder stored for future use. In such cases, the apportioned cost of the quantity used will be recorded.*}

- ✓ Amounts should be in whole rupees.
- ✓ If at least one crop is reported in Q7.1, entry for at least one item in Q7.2 must be positive.
- ✓ While recording expenses, proper care must be taken to classify the expenditure against appropriate item. For example, Diesel used for irrigation → record under diesel, electricity and other fuel charges, not in irrigation.

Note: If any input item is produced in-house and consumed during the production process, the input should be recorded in this block under the relevant item. The same value must also be recorded as output under the corresponding item/block.

Explanation for each input item in Q7.2

3.12.2.1. Item 1, Q7.2: Seeds

The total expenditure incurred on seeds and seedling/baby plants for production/cultivation of all the crops recorded in Q7.1 is to be recorded here.

3.12.2.2. Item 2, Q7.2: Manures, chemical, bio-fertilizers, plant protection materials (includes chemical / bio-pesticides)

The total expenditure incurred on manures, chemical, bio-fertilizers, plant protection materials used for the production/cultivation of all the crops recorded in Q7.1 is to be recorded here. If the manure used in the production process are home produced, the imputed value needs to be recorded.

Manures – natural substance that contribute to the fertility of the soil by adding organic matter and nutrients and is obtained from the decomposition of the waste of plant and animals such as cow dung, compost, green manure, plant waste, etc.

Chemical fertilizers – mostly inorganic material of natural or synthetic origin added to increase fertility of the soil, e.g., Urea, DAP, Ammonium Sulphate, etc.

Bio fertilizers – accelerate certain microbial processes in the soil which augment the extent of availability of nutrients in a form easily assimilated by the plants, like Rhizobium, Azospirillum, PSB, Mycorrhiza.

Plant protection materials – all pesticides, herbicides (kills weeds and other undesired plants), insecticides (control or eliminate insects that affects plants), fungicides (destroy fungi that infect plant), rodenticides (kills mice, rats and other rodents), miticides (kills mites that live on plant, livestock) etc., as well as biotechnology products which help in controlling the weed species, harmful insects and plant diseases, like copper hydroxide, copper sulphate, lime sulphur, mineral oils, potassium permanganate, sulphur, potassium bicarbonate, etc. It includes bio-pesticide like neem oil.

3.12.2.3. Item 3, Q7.2: Feeds and fodder

Total expenditure (including imputed value, if any) incurred by the household on feeds and fodders for the animals engaged as labour in the production of one or more crops reported in Q7.1 is to be recorded against this item. (What about cattle in dairy farm?) Expenditure incurred on feeds and fodders for the cattle used for dairying will also be reported here.

3.12.2.4. Item 4, Q7.2: Diesel, electricity and other fuel charges

Total expenditure incurred (including imputed value, if any) by the household on diesel, electricity and any other fuel used in the production of crops/items recorded in Q7.1, is to be recorded against this item. While recording the expenditure on electricity, if the total amount of electricity consumed during the reference period is not paid, the amount payable pertaining to the period is to be ascertained and recorded here.

If the exact amount of the bill is not known for reference period, the value will be estimated based on the electric bills paid during the recent past. If the household generates own electricity (by using solar panel etc.) for crop production and the actual expenditure incurred on electricity is not known, imputed value of the electricity is to be recorded at prevailing local market rate.

3.12.2.5. Item 5, Q7.2: irrigation / water charges

Total water and irrigation charges paid to cultivate all the crops (recorded in Q7.1) is to be recorded here.

3.12.2.6. Item 6, Q7.2: cost of hiring, repair and maintenance of machinery and equipment used for crop production

Total rental or charges paid or payable by the household for hiring machinery and equipment, along with expenditure on minor repair and maintenance of machinery and equipment used in the cultivation/production of crops (as reported in Q7.1), should be recorded under this item.

This excludes:

- ✓ expenditure on major or capital repairs that enhance the longevity of the machinery or equipment,
- ✓ expenditure on replacement of major parts of machinery and equipment,
- ✓ cost of purchasing any heavy machinery and equipment (having self-life of more than a year).

3.12.2.7. Item 7, Q7.2: labour cost (human and animal)

Expenditure on payment of wages/salaries by the agricultural household and expenditure incurred on animal labour for carrying out cultivation of crops (as reported in Q7.1) is to be recorded under Item 7.

Payments of wages and salaries may be made to the following two categories of labour:

Category 1 - Regular labour: This includes payments made to persons working on the farm on a regular basis, i.e., not on a daily basis or under any work contracts of less than 30 days' duration. This category covers: persons receiving time wages, piece wages, or salaries, and both full-time and part-time workers.

Category 2 – Casual labour: This includes payments made to person(s) engaged in farm work on a non-regular basis, who receive wages according to the terms of daily or short-period work contracts. Such payments are to be treated as expenditure on casual labour.

The total payment made to both categories of labour, whether in cash or in kind, should be reported. If payment is made in kind, the corresponding monetary value should be imputed at prevailing market prices.

Note - If a household member is engaged in agricultural activities without any payment (unpaid family labour), no imputed value of wages for such labour should be included under this item.

3.12.2.8. Item 8, Q7.2: lease rent for land used for crop production

Total rent paid or payable by the household for hiring land for cultivation of crops (as reported in Q7.1) should be recorded under this item. If the rent is paid in kind, the imputed monetary value of the goods or services provided as rent should be recorded. The imputed value must be calculated using the prevailing market rate.

Example – If 50% of the total crop production is given to the landowner as rent, the value of the quantity given should be imputed using the market price, preferably based on the sale value of the remaining produce. This imputed value should then be considered for recording.

3.12.2.9. Item 9, Q7.2: interest paid on loans utilized for the purpose of crop production and cost of crop insurance / premium

Total interest paid or due to be paid for the reference period of last 365 days for all the loans utilized by the household for the cultivation of crops reported in Q7.1 is to be recorded here, irrespective of whether or not any of the loans might have been repaid either fully or partly. ***However, unpaid interests prior to the reference period need not to be considered for this item.*** In addition, total premium paid by the household on insurance(s) for the crops (reported in Q7.1) during last 365 days is to be recorded against this item.

3.12.2.10. Item 10, Q7.2: transportation & packaging charges

Transportation and packaging charges refer to the expenses incurred by the agricultural household for moving and preparing agricultural produce for sale, storage, or further in reference to the crop mentioned in Q7.1.

Transportation Charges include expenditures on:

- transporting crops/produce from the field to the household,
- transporting produce from the household or storage place to the market, collection centre, or buyer, and
- hire charges paid for vehicles, carts, tractors, animals, or other means of transport used for this purpose.

Packaging charges include expenditures on:

- bags, gunny sacks, crates, cartons, baskets, or other packing materials,
- charges paid for packing, stitching, loading, or bundling of produce, and
- any service charges directly related to packaging of agricultural produce.

Important Points

- Both cash and in-kind payments should be included.
- Payments made in kind should be imputed at prevailing market prices.
- Charges incurred after sale of produce that are borne by the buyer should not be included.
- Transportation or packaging costs related to inputs (e.g., seeds, fertilizers, machinery) should be recorded under their respective expenditure items, not here.

3.12.2.11. Item 11, Q7.2: storage charges (includes cold storage charges)

Expenses incurred by the agricultural household for storing agricultural produce as reported in Q7.1 to preserve it for future sale, consumption, or use.

These include expenditure on:

✓ rent or fees paid for using godowns, warehouses, cold storage, or storage sheds,
✓ charges paid to cooperatives, traders, or agencies for storage services,
✓ any other service charges directly related to storage of agricultural produce.

3.12.2.12. Item 12, Q7.2: others (include veterinary services etc.)

All other expenses (paid or payable) incurred by the household on account of cultivation of crops as reported in Q7.1 and not included in any of the items 1 to 12, Q7.2 are to be recorded against this item. This will include veterinary charges, commission paid to the purchasing agents etc.

3.12.2.13. Item 13, Q7.2: total (sum of entries at s. nos. 01-12)

This will be auto calculated.

3.12.3. Q7.3 Receipts from Sale of seeds/ manure / bio-fertilizer / saplings etc. during last 365 days (in whole no. of Rs.)

The total receipts, in whole number of rupees, from the sale of seed, manure, bio-fertilizer, saplings, etc., produced by the household while operating as an agricultural establishment during the last 365 days are to be recorded here. If any of the above products (which are produced by the household) and used by the household itself or barter with other household, the imputed value of such products will be recorded.

3.12.4. Q7.4 Sale value of produces which were cultivated beyond last 365 days but sold during last 365 days (in whole no. of Rs.)

In case any crop produce cultivated outside the reference period of the last 365 days (and not recorded in Q7.1) is sold during the reference period, the corresponding sale value of such produce should be recorded against this item in whole number of rupees.

3.12.5. Q7.5 Imputed value of crops consumed by the household or bartered to other households out of total production during last 365 days (in whole no. of Rs.)

- ✓ Barter transactions: When the household exchanges crops or other produce for goods or services without any money, record the value at the prevailing ex-farm price.

- ✓ If crops harvested during the last 365 days (and recorded in Q7.1) are consumed by the household or bartered with others, calculate the total value at the prevailing ex-farm price and record the same here.

- ✓ Note – Only the value of crops produced by the household during the reference period should be included.

3.12.6 Q7a.9 Gross Profit / Loss before tax realized by the establishment during last 365 days (in whole no. of Rs.)

This item will be auto calculated and will indicate the total profit/loss realized by the household from self-employment – agricultural activities.

3.13. Block 7b: Income from Self-employment - Allied Activity in Agriculture

3.13.0. Objectives and Scope

In this block, information on income (output and input details) in respect of all allied activities viz., animal husbandry, poultry, bee keeping, forestry, fishery related activities carried out during last 365 days by the household, will be collected.

3.13.1. Q7.6 Receipts from sale during last 365 days

Information on total receipt (received or receivable) from sale of products related to allied activities of agriculture (e.g., fishery products, dairy products, poultry products, livestock products etc.) during the reference period of last 365 days are to be recorded under the following heads. ***While recording the total receipt, it must be ascertained from the household that the output has been produced from the livestock animals, fish, etc. raised by the household and not from those purchased for trading purpose.***

Explanation for each output item in Q7.6

3.13.1.1. Item 1, Q7.6: fish and fishery products

The total receipts from the sale of fishery products such as freshwater fish, marine fish, prawn, crab, shrimp, dried or frozen fish, and fish used for decorative purposes (e.g., aquarium fish) are to be recorded under this item.

Care should be taken to exclude receipts from trading activities, i.e., cases where fish or fishery products are purchased and resold without being raised or produced by the household. Such receipts are to be recorded under Block 7c (Non-agricultural activities).

3.13.1.2. Item 2, Q7.6: dairy products (e.g., milk and related raw products)

The sale value of dairy products such as milk, butter, ghee etc. produced from cattle and other livestock animals which are reared by the sample household will be recorded against this item.

3.13.1.3. Item 3, Q7.6: poultry products (e.g., egg)

The sale value of poultry products such as eggs, poultry meat, feathers, etc., produced by poultry reared by the household is to be recorded under this item.

3.13.1.4. Item 4, Q7.6: cattle and other livestock animals (e.g., cattle, buffalo, goat, sheep, pig, poultry, birds, duck etc.)

Information on receipts from the sale of live animals such as cattle, buffalo, goat, sheep, pig, poultry, duck, etc., is to be recorded here. These animals are generally raised for productive or commercial purposes. The purpose for which the buyer purchases the animals (e.g., for meat production, cultivation, or further trading) is immaterial. *However, receipts from the sale of livestock used as productive assets by the household (e.g., draught animals) are not to be included.*

3.13.1.5. Item 5, Q7.6: wool and other related products

The receipts from wool and other related products produced from the livestock animals reared by the household and sold in the market, are to be recorded against this item.

3.13.1.6. Item 6, Q7.6: skin, hide, bones, etc. of cattle and other livestock animal

The sale value of by-product as a result of animal farming activities and any other animal products not recorded in item 1-5 are to be recorded in item 6. This can be in the form of hide, skin, bones, manures etc.

3.13.1.7. Items 7-9, Q7.6: honey, beeswax etc.; silk and its products; and lac, gum, resin etc.

The receipts from the sale of honey, beeswax, silk and its products, lac, gum, resin etc. by the household, rearing bees, silkworm or collecting from the forest, are to be recorded against the respective heads under items 7-9. *However, receipt from sale of honey, beeswax, silk gum, etc. purchased from the market will be excluded (considered as trading activity).*

3.13.1.8. Item 10, Q7.6 timber, wood etc.

This item is relevant for those households engaged in forestry activity e.g., plantation of trees or households doing free collection of these items from forest where it is legally allowed to do such collection activity. The total sale value of timber, bamboo (free collection only, if bamboo is cultivated record in Block 7a), wood etc. during the reference period is to be recorded against item 10. *However, purchase of these items from the market and sold as trading activity will not be considered.*

3.13.1.9. Item 11, Q7.6: Others

The sale value of by-product as a result of forestry, sericulture, beekeeping and other such activities and any other forest products not recorded under items 6-10 will be recorded in item 11.

3.13.1.10. Item 12, Q7.6: total (sum of entries at s. nos. 01-11)

This will be auto calculated.

3.13.2. Q7.7 Expenses incurred by the household during 'last 365 days' on inputs used for production activity

- ✓ What to record: All expenses (paid + payable + imputed if unpaid or paid in kind/service to non-household members) related to production of any products as reported in Q7.6 or rearing of animal for the purpose of production / sale during the last 365 days (as reported in Q7.6).

- ✓ Include:
  - o Expenses incurred even before the reference period of last 365 days, but the animal / its product was sold during the reference period of last 365 days and recorded in Q7.6,
  - o Expenses incurred in respect of damaged product or death of any animal due to which it could not be sold during the reference period,
  - o Expenses (both in cash and in kind, payable or paid) and imputed expenses,
  - o Imputed expenses include - Inputs used in the production process from own stock, free collection, exchange/barter, or home-grown → value them at local market price and record
  - o Record only inputs that are used in production of any of the items recorded in Q7.6 {In some cases, cultivators may purchase larger quantities of inputs (e.g., animal feed), but only a portion is used in production, with the remainder stored for future use. In such cases, the apportioned cost of the quantity used will be recorded.}
- ✓ Amounts should be in whole rupees.
- ✓ If the sale value of at least one item is reported in Q7.6, entry in at least one item in Q7.7 must be positive.
- ✓ While recording expenses, proper care must be taken to classify the expenditure against appropriate item. For example, any medicine used to cure any animal→ record under veterinary services (for breeding, health services) and animal medicines charges, not in animal feeds and fodder.

Note: If any input item is produced in-house and consumed during the production process, the input should be recorded in this block under the relevant item. The same value must also be recorded as output under the corresponding item/block.

Explanation for each input item in Q7.7

3.13.2.1. Item 1, Q7.7: animal / fish seeds

Total expenditure incurred (including imputed expenses, if any) on animal/fish 'seeds' is to be recorded here. Young of animals or fish purchased for the purpose of business (rearing as productive asset or rearing to sale as product) only will also be considered here. 'Seeds' will also include seedling (baby plant) used for forestry related activities.

3.13.2.2. Item 2, Q7.7: manures and fertilizers

The total expenditure incurred on manures, chemical, bio-fertilizers, plant protection materials used for the production of animal / forestry products or rearing of animal as recorded in Q7.6 is to be recorded here. If the manure used in the production process are home produced, the imputed value needs to be recorded.

3.13.2.3. Item 3, Q7.7: animal feeds and fodder

Expenditure incurred on animal feed and fodders will be collected here. The animal feed may be of four types , namely (i) green fodder (berseem, lucerne, cowpea, guar, rice bean, velvet bean, sorghum, jowar, oats, chinese cabbage, turnip, etc.), (ii) dry fodder (straws of wheat, paddy, sorghum, barley, jowar, gram, all palatable grasses, maize etc.), (iii) concentrates (oil cake, crushed pulses, gram, grains, bran, husk, oil seed, gur, etc.) (iv) other feed including minerals (salt, etc.) .
If animal feeds are used from home stock or from free collection as well as received in exchange, imputed expenditure at local market price will be recorded.

3.13.2.4. Item 4, Q7.7: veterinary services (for breeding, health services) and animal medicines charges

Veterinary charges for artificial insemination of livestock and veterinary charges for health services like for medicine, vaccination, etc., is to be recorded against item 4.

3.13.2.5. Item 5, Q7.7: Diesel, electricity and other fuel charges

Total expenditure incurred (including imputed value, if any) by the household on diesel, electricity and any other fuel used in the production process of items recorded in Q7.6, is to be recorded against this item.
The procedure for recording is same as described in Item 4, Q 7.2.

3.13.2.6. Item 6, Q7.7: labour cost (human and animal)

Expenditure on payment of wages/salaries by the household for carrying out animal farming activities or any other production process for allied activities during the reference period (as reported in Q7.6) is to be recorded under Item 6.

Total payment of wages and salaries made for engaging regular and casual labour [Refer Item 7, Q7.2 for more details] either in cash or in kind will be reported here. If it is paid in kind, the corresponding monetary value may be evaluated at market price. This will also include expenditure incurred for engaging animal labour, if any, for the purpose of animal farming.

Note - If a household member is engaged in agricultural activities without any payment (unpaid family labour), no imputed value of wages for such labour should be included under this item.

3.13.2.7. Item 7, Q7.7: cost of hiring, repair and maintenance of machinery and equipment used for crop production

Total rent paid or payable by the household during last 365 days on account of hiring of machinery and equipment for production of items or carrying out the allied activities as reported in Q7.6 is to be considered for recording under item 7.

In addition, if any expenditures incurred on minor repair and maintenance of the machinery and equipment used for the purpose of production of items or carrying out the allied activities during the reference period, are to be recorded against item 7. *This will exclude expenditure on repair and maintenance of a capital nature, which can enhance the longevity of the equipment, expenditure on replacement of some major part of the machinery and equipment. (Details of exclusion are same as mentioned in Item 06, Q7.2.)*

3.13.2.8. Item 8, Q7.7: lease rent for land

Total rent paid or payable by the household on account of leasing in land for animal farming activities or fishery or forestry related activities or any other production process related to allied activities during the reference period (as reported in Q7.6) is to be recorded against this item.

If the rent is paid in kind, the imputed monetary value of the goods or services provided as rent should be recorded. The imputed value must be estimated using the prevailing market rate. *The guiding rules will be same as described in Item 08, Q7.2.*

3.13.2.9. Item 9, Q7.7: interest on loan availed for production activity and cost of insurance / premium for livestock, equipment and other inputs used for farming activity

Total interest paid or due to be paid for the reference period of last 365 days for all the loans utilized by the household for carrying out the production process / rearing of animal/ allied activities (as reported in Q7.6) is to be recorded here, irrespective of whether or not any of the loans might have been repaid either fully or partly. ***However, unpaid interests prior to the reference period need not to be considered for this item.***

In addition, total premium paid by the household on insurance(s) for the any items used in the production of product (reported in Q7.6) or livestock insurance or insurance of equipment and other inputs used for any of the allied activity during last 365 days is to be recorded against this item.

3.13.2.10. Item 10, Q7.7: transportation & packaging charges

Transportation and packaging charges refer to the expenses incurred by the agricultural household for moving and preparing agricultural produce for sale, storage, or further in reference to the production process of products/ rearing of animal/ allied activities (as reported in Q7.6). *The guiding rules will be same as described in Item 10, Q7.2.*

3.13.2.11. Item 11, Q7.7: storage charges (includes cold storage charges)

Expenses incurred by the agricultural household for storing produce as reported in Q7.6 to preserve it for future sale, consumption, or use. *The guiding rules are the same as described in Item 11, Q7.2.*

3.13.2.12. Item 12, Q7.7: others (include veterinary services etc.)

All other expenses (paid or payable) incurred by the household for carrying out animal farming activities or any other production process for allied activities during the reference period (as reported in Q7.6) and not included in any of the items 1 to 12, Q7.7 are to be recorded against this item. This will include irrigation / water charges used in forestry or livestock activity, commission paid to the purchasing agents etc.

3.13.2.13. Item 13, Q7.7: total (sum of entries at s. nos. 01-12)

This will be auto calculated.

3.13.3. Q7.8 Imputed value of any of the items (as mentioned in Q7.6) consumed by the household and / or bartered to other households out of total production during last 365 days (in whole no. of Rs.)

- ✓ Barter transactions: When the household exchanges any livestock / fishery / dairy / forestry products or any other produces generated from allied activity with any other household / establishment for goods or services without any money, record the value of such goods or services at the prevailing ex-farm price.

- ✓ If the livestock / fishery / dairy / forestry product or any other output of allied agricultural activity are consumed by the household or bartered with others during the last 365 days, calculate the total value at the prevailing ex-farm price and record it here.

- ✓ Note – Only the value of allied product or animal produced by the household during the reference period should be included.

3.13.4. Q7b.9 Gross Profit / Loss before tax realized by the establishment during last 365 days (in whole no. of Rs.)

This will be auto calculated. It will indicate the total profit/loss realized by the household from self-employment – allied activities.

3.14. Block 7c: Income from Self-employment – Non-agricultural Activity

3.14.0. Objectives and Scope

In this block, information on output and input with respect to all non-agricultural economic activities performed during the last month by the household are to be recorded.

3.14.1. Q7.9 Receipt from the non-agricultural activity in last month

What to record?

- ✓ Information on the total receipts (received or receivable) from the sale of products or services related to non-agricultural economic activities undertaken by the household during the last one month is to be recorded in this block.

- ✓ If one or more members of the household operate an establishment that undertakes multiple non-agricultural activities, or operate more than one non-agricultural establishment engaged in different activities (classified under different NIC–2025 two-digit divisions), details of receipts are to be recorded separately for each of the top three activities, based on the following criteria:
  - Activities contributing the maximum share in the total receipts, or
  - In case of equal contribution, activities in which maximum time is devoted.

  The remaining activities, if any, are to be clubbed together and recorded under the category "Other".

Recording of Activity-wise Information

- ✓ Entries in Columns 1 to 3 (serial number of activities, description of activity, and 2-digit NIC–2025 code) are to be selected from the information already recorded in Q4.5 of Block 3.

- ✓ In Column 4, the total receipts in terms of the value of output from non-agricultural enterprises during the reference month are to be recorded.

- ✓ The value should be reported in whole rupees only.

- ✓ The value of output that is not sold should be estimated at prevailing local market prices or based on the respondent's assessment.

- ✓ Not to consider - Value of output lost due to theft, fire, flood, or any other damage caused to product produced during the reference period is not to be included.

Number of Activities to be Recorded

✓ Provision has been made for recording information on a maximum of four activities in this block.

✓ The first three activities should be selected based on:
- Highest contribution to total household income, or
- If contributions are equal, the activities involve the maximum time spent.

✓ The fourth entry should include receipts from all remaining non-agricultural activities, clubbed together.

Note – If members of the household are engaged in more than one non-agricultural establishment, the total receipts from all such establishments in which at least one household member is engaged are to be taken into account while recording information in this block.

Indicative Checklist of Receipts from Non-Agricultural Activities
Manufacturing Activities (NIC 10 – 33) – Receipts from — Sale of processed food items (bakery, sweets, snacks, pickles, dairy processing) — Sale of beverages (non-alcoholic) — Sale of textiles, garments, tailoring products — Sale of leather goods, footwear — Sale of wood and wood products (furniture, doors, etc.) — Sale of paper and paper products — Sale of rubber, plastic and chemical products — Sale of metal products, tools, machinery — Sale of handicrafts and handmade goods etc. Electricity, gas, steam and air conditioning supply Trade Activities – Wholesale & Retail (NIC 46 – 47) – Receipts from — Retail sale of food items, groceries, fruits and vegetables — Retail sale of garments, footwear, household goods — Wholesale of agricultural / manufactured goods — Sale of fuel, lubricants, building materials — Sale of medicines and medical supplies — Sale of electronic goods and appliances etc. Transportation & Storage (NIC 49 – 53) – Receipts from

Indicative Checklist of Receipts from Non-Agricultural Activities

— Passenger transport services (auto, taxi, bus, boat, etc.)
— Freight transport services (truck, tempo, tractor, cart)
— Goods carriage on hire
— Warehousing and storage services
— Courier and delivery services etc.

Accommodation & Food Service activities (NIC 55 – 56) – Receipts from
— Hotels, lodges, guest houses
— Restaurants, dhabas, eateries
— Tea stalls, food stalls, catering services etc.

Information & Communication (NIC 58 – 63) – Receipts from
— Printing and publishing services
— Computer services, data processing
— Internet cafés, cyber services
— Photography and videography services etc.

Financial & Professional Services (NIC 64 – 75) – Receipts from
— Commission and brokerage services
— Money lending and financial consultancy
— Accounting, auditing, bookkeeping
— Legal, technical, and professional services
— Insurance agency services etc.

Education & Health Services (NIC 85 – 88) – Receipts from
— Private tuition and coaching centres
— Training institutes
— Private clinics, diagnostic centres
— Paramedical and health services etc.

Other Service Activities (NIC 90 – 96) – Receipts from
— Repair of vehicles, appliances, electronics
— Barber shops, beauty parlours
— Laundry and dry-cleaning services
— Event management services
— Recreation, entertainment, and personal services etc.

3.14.2. Q7.10 Operating Cost (expenses incurred by the household on inputs used for production activity) during last month

What to record

- ✓ Information on paid-out expenses as well as payable and imputed expenses incurred for carrying out the production of non-agricultural economic activities which are sold (including damaged, lost) during the last one month is to be recorded under this item, in whole rupees.
- ✓ Expenses incurred prior to the reference month but relating to the production of goods or services sold during the reference month are also to be included.
- ✓ If at least one non-agricultural activity is reported in Q7.9, there must be corresponding entry in one or more items of Q7.10.
- ✓ The expenses will be reported for each of the activities reported in Q7.9 separately.

Items to be Included

Expenses to be recorded include all costs incurred in the process of production of goods or services sold during the reference month, such as:

- ✓ Cost of raw materials and consumable inputs
- ✓ Electricity, water, fuel, internet charges etc.
- ✓ Wages and labour charges (hired labour)
- ✓ Rent paid for land, building, machinery, or equipment
- ✓ Repair and maintenance charges of machinery, tools, and equipment
- ✓ Transportation and freight charges
- ✓ Interest on loans taken for productive purposes
- ✓ Insurance charges related to production
- ✓ Any other operational expenses directly related to the production activity

Treatment of Periodic and Imputed Expenses

- ✓ Expenses incurred on a yearly, half-yearly, or quarterly basis are to be appropriately apportioned to obtain the value for the reference month.
- ✓ In cases where payments have not yet been made, the payable amount should be recorded.
- ✓ If actual payment details are not available (e.g., electricity or fuel consumed but not yet billed), the estimated value based on usage during the reference month should be recorded.

Expenses to be covered

Both paid-out and imputed expenses are to be included. This includes:

- ✓ Inputs drawn from own stock,
- ✓ Goods or services obtained free of cost,
- ✓ Input received through exchange or barter.

The imputed value of such inputs should be estimated at prevailing market prices.

Exclusions and Cautions

✓ Only inputs used in the production process during the reference period should be considered.

✓ Expenditure on inputs not used during the reference month should not be recorded.

✓ Care should be taken to classify each expense under the appropriate item head.

To be noted

- *Expenses incurred against the products or services which are sold (as reported in Q7.9) during the last month is to be recorded.*
- *Expenses incurred even prior to the reference period are also to be considered only if the product towards which expenditure is done, is sold during the reference period.*
- *Total of paid out expenses and imputed expenses are to be recorded.*
- *Expenses incurred in respect of damaged/ lost/theft products during the reference period is also to be considered here.*

***Note** – If the household has incurred expenses in purchasing fixed assets or expenditure which are capital in nature e.g., purchase of land, building, car, machinery etc., the same will not be considered as 'input'. Only operating expenses (i.e., the value of goods and services consumed as inputs by a process of production excluding fixed assets and the inputs used up or transformed during the production process) will be considered.*

Explanation for each input item in Q7.10

3.14.2.1. Item 1, Q7.10: raw materials (including goods purchased for trading)

Total expenditure incurred to purchase the raw materials used for producing the goods and services sold during the reference period (last 30 days) is to be recorded here. This include purchase value of goods that are traded as a part of wholesale or retail trading activity.

3.14.2.2. Items 2, Q7.10: electricity, diesel, other fuel and water charges

The expenditure incurred (including imputed expenses) towards electricity used in the production process during last month is to be recorded against item 2. If the total amount of electricity consumed during the reference period is not paid, the amount payable pertaining to the period will be ascertained and recorded here. If the exact amount of the bill is not known for reference period, the value is to be estimated based on the electric bills paid during the recent past. If the electricity charges are paid for the entire year/more than one month, the figure apportioned for the reference month may be recorded. Similarly, expenses incurred towards water charges during the reference period is to be recorded against item 3.

3.14.2.3. Item 3, Q7.10: internet charges and other related expenses

Total expenses incurred (including imputed expenses) on internet charges and other expenses on communication like telephone, fax, postal, courier, e-mail, voicemail, etc. during the reference period are to be recorded here.

3.14.2.4. Items 4 & 5, Q7.10: rent for land, building etc. and rental charge of machinery and equipment

Total monthly rent paid (including imputed value) on leasing land or renting building etc. being used as the place / structure for production process is to be recorded against item 4. Hiring of machinery and equipment by the establishment is a common phenomenon for many of the unincorporated establishments. Total monthly charges paid or payable (including imputed value) by the establishment on account of hiring of machinery and equipment is to be recorded against item 5. If the payment against these items is done annual basis, the apportioned expenditure for the reference period is to be recorded. ***The amount paid for non-financial Intellectual Property Products (IPP) (like brand value, patents, goodwill) will not be included under this item.***

3.14.2.5. Item 6, Q7.10 transportation and packaging charges

Total expenses incurred (including imputed expenses, if any) on transportation associated with the entrepreneurial activity and transportation of materials by railways, land (such as bus, truck, car, taxi, auto, etc.), air, water (e.g., boat, steamer, ferry etc.) and others associated ancillary expenses like packaging, cargo handling, movers & packers, travel agency, etc. are to be recorded against this item.

3.14.2.6. Item 7, Q7.10 labour charges

Actual expenditure incurred by the household on payment of wages/salaries for carrying out the production process and other day-to-day activities of the establishment(s) during the reference period is to be recorded here. Total payment of wages and salaries made either in cash or in kind for engaging regular and casual labour in the enterprise who are not the household members will be reported here. If it is paid in kind, the corresponding monetary value may be evaluated at prevailing market price.

Note - If a household member is engaged in activities without any payment (unpaid family labour), no imputed value of wages for such labour should be included under this item.

3.14.2.7. Item 8, Q7.10 repair and maintenance

In this item, the expenses made for minor repair and maintenance will be recorded. It also includes all minor repair and maintenance expenses related to plumbing and sanitary fittings related to the entrepreneurial activity. Both the value of materials used in repair and service charges paid for maintenance will be included. *Replacement of some major parts of fixed assets, involving considerable expenditure, and which increases the life of the fixed asset will not be included here.*

Some examples of expenses not to be included here are major overhauling of motors of a machine, retreading of tyre of car, changing roofing material of a room, etc. On the other hand, minor repairs such as whitewashing of rooms, routine maintenance of machinery, repair of punctures of transport equipment, etc., will be included. The charges for minor repair and maintenance of hired assets will also be reported if the expenses are made by the establishment.

3.14.2.8. Item 9, Q9.10 interest payment and insurance cost

Total interest paid or due to be paid for the reference period of last month for all the loans utilized (the purpose for which the loan was taken may not necessarily be allied activity) by the household for non-agricultural enterprise (as reported in Q7.9) is to be recorded here, irrespective of the fact that any of the loans might have been repaid either fully or partly. However, unpaid interests prior to the reference period need not to be considered here. Charges paid towards insurance of establishment's properties like building, machinery, transport equipment, etc. are to be recorded against item. In case the insurance charges are paid for the whole year, monthly charges may be derived and reported against this item.
Insurance premium paid for the employees of the organisation, however, are a part of compensation to the employees and the same will not be considered here. Similarly, any premium for life insurance paid by the owner of an establishment for himself will not be considered here.

3.14.2.9. Item 10, Q7.10 Others (input items)

All other expenses (paid or payable) incurred by the household on account of production of any item of non-agricultural enterprise during the reference period and not included in any of the items 1 to 10, Q7.10 are to be recorded against this item. This includes commission charges, banking charges, royalty payable for leasing in Intellectual Property Product, storage and warehousing charges, fuel, lubricant or any service charges paid etc.

3.14.2.10. Item 11, Q7.10: total (sum of entries at s. nos. 01-10)

This will be auto calculated.

3.14.3. Q7.11 Imputed value of goods produced and consumed by the household during last month or Imputed value of goods / services produced and bartered to other households during last month

All the goods produced during the reference period and consumed by the household itself or bartered with other household member, needs to be imputed at prevailing ex-factory price and recorded against Q7.11 in whole number of rupees.

Note - *If a household consumes services produced by an establishment it operates, no imputation is to be done. For example, if a household runs a taxi service and a member of the household uses the taxi for its own use like commuting to school, the value of that service will not be imputed. However, if the household operates a bakery and consumes bread produced by it, the value of the bread consumed during the reference period should be imputed.*

Note - *If a household barters services produced by an establishment it operates, imputation of the services bartered is to be done. For example, if a household runs a taxi service and the taxi is used for transportation of another household member, in return of which the household received certain goods from the receiving household, impute the value of cab service bartered to other household members.*

3.14.4. Q7c.9 Gross Profit / Loss before tax realized by the establishment during last month

The value will be auto calculated. The total profit or loss before tax, realized during last month by all the establishments operated by the household is to be recorded against this question in whole number of rupees.

3.15. Block 7d: Mode of operation & percentage of shareholding in activities carried out during last 365 days

3.15.0. Objectives and Scope

This block is meant to capture information on the mode of operation and extent of ownership (shareholding) in respect of various economic activities carried out by the household during the reference period.

The information recorded in this block should be consistent with the activities already reported in:

- ✓ Q7.1 – Crop cultivation
- ✓ Q4.4 – Allied agricultural activities
- ✓ Q7.9 – Non-agricultural activities.

3.15.1. Q7.12 Mode of operation & percentage of shareholding among activity(ies) carried out in last 365 days (To be populated from the responses of Q7.1 - crop cultivation, Q4.4 – allied activity in agriculture & Q7.9 – non-agriculture activity)

3.15.1.1. Column (1) and Column (2), Q7.12: S. no. of activity and Description of activity

Auto populated based on the inputs received in Q7.1, Q4.4 and Q7.9

3.15.1.2. Column (3), Q7.12: Mode of Operation

Record in the code indicating the manner in which the activity is carried out:

Code 1 – Individually operated: When the activity is carried out solely by the household. *If multiple members with same household operate the activity, it will be considered as individually operated.*

Code 2 – Jointly operated: When the activity is carried out jointly with other households, partners, or entities.

3.15.1.3. Column (4), Q7.12: Percentage of Shareholding

This column is to be filled only when the mode of operation is '2' (jointly operated).
Record the percentage share of the household in the activity. The share should reflect the household's proportion in ownership, control, or entitlement to output/profit.

If the activity is individually operated, the percentage share should not be recorded, and it will be automatically considered as "100%".

General Instructions

- ✓ Information recorded in this block should be consistent with entries made in Q7.1, Q4.4, and Q7.9.
- ✓ If a particular activity is not undertaken by the household, it should not be recorded.
- ✓ In case multiple activities are undertaken, details should be recorded separately for each activity.

3.16. Block 8: Income from Transfer receipts

3.16.0. Objectives and Scope

This block is meant to capture information on transfer receipts received by the household during the specified reference periods. Transfer receipts refer to income received without any corresponding productive activity or service rendered by the household during the reference period.

Guidelines to record in the block

- ✓ The information is to be collected at the household level.

- ✓ Transfer receipts may originate from:
  - Other households,
  - Government or public authorities,
  - Non-profit institutions serving households (NPISHs),
  - Sources within or outside the country.

- ✓ These transfers may be in the form of cash or services, such as pensions, scholarships, social assistance benefits, or other similar receipts.

- ✓ ***For the purpose of this survey, only monetary transfers (i.e., receipts in cash or through electronic modes such as bank transfer, DBT, etc.) are to be considered.***
- ✓ ***Transfers received purely in kind are to be excluded.***
- ✓ The information recorded under this block should reflect amounts actually received by the household during the specified reference period, irrespective of the source or channel through which the transfer was made.
- ✓ Amounts are to be recorded in whole rupees only.
- ✓ For any Government or other schemes where benefits are received periodically, the total amount received during the reference period should be recorded. For example, the household received three equal installments of Rs 2000 each during last 365 days under the Pradhan Mantri Kisan Samman Nidhi Scheme. The total amount of Rs 6000 will be recorded.
- ✓ If multiple members receive benefits under the same scheme, amounts should be aggregated at the household level. For example, if there are two elder members in the household receiving old age pension, the total pension received by them during the reference period will be recorded.

Sources of Income from Transfer receipts
Pension: A pension refers to a series of regularly paid amounts received by an individual after retirement from employment. Such payments are generally determined on the basis of factors such as length of service, level of past earnings, or contributions made during the working life. Pension may also be received in the form of social security benefits, such as old age pension, disability pension, or similar schemes, provided by the government or other institutions. Pension income may also arise from investments made in pension or annuity schemes. **Remittance:** These are transfers in either cash or kind, to households, generally by non-household members or some institution. *Transfers in the form of loans are excluded from remittances.* If the cash remittances are in any foreign currency, exchange value of the cash remittances in Indian Rupees may be recorded as the amount of remittances. **Stipends & scholarships:** A stipend is a form of compensation paid to certain individuals for services rendered or while they receive training, such as for an internship or apprenticeship. It represents a payment that enables someone to be exempt partly or wholly from wage or salaried

Sources of Income from Transfer receipts
employment in order to undertake a role that is normally unpaid or voluntary, or which cannot be measured in terms of a task. A scholarship is an award of financial aid for a student to further his or her education. Scholarships are awarded based upon various criteria, which usually reflect the values and purposes of the donor or founder of the award. Scholarship money is not required to be repaid. **Government social assistance benefits:** These include old age pension (not post-retirement benefits), widow pension, disability pension, pay supplements to dependent family members of military personnel, unemployment allowance, other cash transfer from central or state government, etc.

Q3.16.1. pension (payments received from companies/government after retirement)

Information on pension received by any member of the household during the last one month is to be recorded here. Pension includes payments received after retirement from government, public sector undertakings, or private organisations. *This will also include pension received by family of a deceased service personnel.*

It may be noted that pension received under social assistance benefits such as old age pension, widow pension or disability pension, etc. from Central or State Government or NPISHs will not be recorded here.

3.16.2. Q8.2 transfers receipts from other households in the form of family support payments (such as alimony, child and parental support), regular receipts from inheritances and trust funds, regular monetary gifts received

The transfers received by one or more member of the household during last month from other households in the form of family support payments, alimony or maintenance, child or parental support, regular receipts from inheritances or trust funds etc. will be recorded against Q8.2. Only the amount received during the last one month is to be recorded.

3.16.3. Q8.3 remittances received from abroad and financial support received from other households

Information on remittances received from abroad, including financial support from household members or relatives residing outside India, is to be recorded here. Also, the occasional remittances/financial support received from other resident household members which are not included in Q8.2 are also to be recorded in Q8.3.

The reference period is the last 365 days, indicating any transfer / financial support / remittances received from abroad or other household member (which are not considered in Q8.2) received by any member of the household during last 365 days will be recorded.

3.16.4. Q8.4 stipend, scholarship (includes Government stipend)

If any stipend or scholarship has been received by one or more members of the household, the total amount of stipend or scholarship received during last 365 days is to be recorded against Q8.4.

3.16.5. Q8.5 retirement benefits including gratuity, social security benefits, CGEGIS etc. (excluding maturity value of PF, lumpsum leave encashment received at the time of retirement)

If one or more household member has retired from service during the reference period, total amount received during last 365 days through all retirement benefits including gratuity, social security benefits, Central Government Employees Group Insurance Scheme (CGEGIS), Pension arrears etc. excluding maturity value/withdrawal from Provident fund, lumpsum leave encashment received at the time of retirement are to be recorded in against Q8.5. Retirement benefits will also include benefits received by the person leaving the job due to disability and benefits received by the family in case of sudden demise of earning member.

3.16.6. Q8.6 government social assistance benefits

This information is to be collected from those households where one or more member of the household is a beneficiary of any kind of social assistance benefits from State/Central government and received some monetary benefits. *Benefits received in kind through any assistance programme will not be considered here*. An indicative list of social assistance benefit schemes is given below:

S. no.	Name of the scheme	S. no.	Name of the scheme
01	Old age pension	19	Mahalakshmi scheme - Telangana
02	Widow/destitute pension	20	Mahatari Vandan Yojana - Chhattisgarh
03	Disability pension	21	Maiya Samman Yojana -Jharkhand
04	Unemployment allowance	22	Mukhya Mantri Majhi Ladki Bahin Yojana- Maharashtra
05	Kisan samman nidhi yojana	23	Subhadra Yojana - Odisha
06	Namo Shetkari Maha Sanman Nidhi Yojana - Maharashtra	24	Indira Gandhi Pyari Behna Sukh Samman Nidhi Yojana – Himachal Pradesh
07	DBT for food grains (applicable for Chandigarh, Puducherry, Dadar and Nagar Haveli and Daman and Diu)	25	Mahila Samriddhi Yojana - Delhi
08	Pension to meritorious sportspersons	26	Lado Lakshmi Yojana - Haryana
09	Pension scheme for financial assistance for veteran artists	27	Ladli Social Security Allowance Scheme - Haryana

S. no.	Name of the scheme	S. no.	Name of the scheme
10	Shilpi pension scheme - Assam	28	Aadabidda Nidhi Scheme – Andhra Pradesh
11	Shravanbal Seva State Pension Scheme (Maharashtra)	29	Samajik Seva Bhatta Scheme - Sikkim
12	Mukha mantri ladli behna yojana - Madhya Pradesh	30	Sikkim unmarried women pension scheme
13	Laxmi bhandar yojana (SC/ST) – West bengal	31	Mukhyamantri COVID-19 Parivar Arthik Sahayata Yojana
14	Laxmi bhandar yojana (others) – West Bengal	32	Pension to journalist/photojournalist
15	Griha Aadhar scheme - Goa	33	Matribhasha Satyagrahi Pension Scheme- Haryana
16	Orunodoi scheme - Assam	34	Allowance to Eunuchs Scheme
17	Gruha Lakshmi - Karnataka	35	Leprosy Pension Scheme
18	Kalaignar Magalir Urimai Thittam - Tamil Nadu	36	other cash transfer from government

For each applicable scheme, record:

- ✓ Name of the scheme,
- ✓ Number of beneficiaries in the household,
- ✓ Number of months for which benefits were received during the last 365 days,
- ✓ Total amount received during the reference period.

3.16.6.1. In **Column 3, Q8.6** total number of beneficiaries of the selected household who have received any benefit (monetary) through social assistance programme is to be recorded against the respective scheme

3.16.6.2. In **Column 4, Q8.6**, total number of months the benefit has been received by all the beneficiaries of the household in last 365 days from the respective scheme is to be recorded. For example, if a member received benefit of amount Rs. 4000 for 3 months at once, then 3 should be recorded in col. 4: total number of months.

Example – If there are two members in the household receiving benefits under same scheme and the first member received benefit for 8 months during last 365 days while the other member received the benefit for 6 months during the same period, (8+6) = 14 will be recorded in Column 4, Q8.6.

3.16.6.3. In **Column 5, Q8.6**, the total amount received from that particular scheme by the beneficiary members of the household is to be recorded.

*Guideline for recording details of any scheme not provided in the drop-down menu - If any of the scheme is not covered in the list provided, the same may be recorded against **others** and total amount received from all such schemes by all the beneficiary members in the household is to be recorded in **Column 5, Q8.6**.*

3.17. Block 9: Income from Asset

3.17.0. Objectives and Scope

This block is meant to capture information on income from assets earned by one or more member of the household. This information will be collected at household level.

Income from Assets

Household Asset: Household assets refer to economic assets over which ownership rights are enforced and from which economic benefits may be derived by the household over time. Household assets include both non-financial assets and financial assets.

Non-financial assets comprise of produced assets such as dwellings, other buildings and structures, machinery and equipment, transport equipment, livestock, and cultivated biological resources; and non-produced assets such as land and natural resources. Some examples are –

- Land and buildings
- Livestock
- Agricultural machinery and implements
- Non-farm business equipment
- Transport equipment
- Patent etc.

Financial assets include currency and deposits, loans and receivables, equity and investment fund shares, debt securities (bonds, debentures), insurance, pension, and standardized guarantee schemes. Some examples are –

- Deposits in banks, post offices, and other financial institutions
- Loans advanced to others and receivable amounts
- Shares, debentures, and other securities
- National Savings Certificates and similar instruments
- Investment Funds etc.

Income from asset: It is defined as receipts that arise from the owned assets (return for use of assets) provided to others for their use. They comprise income, received by the owner of a

Income from Assets

financial asset (interest, dividends, bonus etc.) or by the owner of a non-produced natural resource or other non-produced non-financial asset (in the form of rent) and from licensing the use of intellectual property (return for services of patented or copyrighted material). Examples are as below –

- ✓ Interest received from financial assets
- ✓ Dividends earned from shares and mutual funds
- ✓ Rent received from land, buildings, or other non-produced assets
- ✓ Royalty or licensing income from intellectual property rights

The definitions of some sources of income from financial assets are given below –

Interest: Interest or interest-like income is a form of investment income that is received by the owners of certain kinds of financial assets, namely: deposits, debt securities, loans and other accounts for putting the financial asset at the disposal of another institutional unit.

Bond: A bond is a debt instrument in which an investor loans money to an entity (typically corporate or government) which borrows the funds for a defined period of time at a variable or fixed interest rate. Bonds are used by companies, municipalities, states and sovereign governments to raise money to finance a variety of projects and activities. Owners of bonds are debt holders, or creditors, of the issuer. Bonds can be of different types like floating rate savings bond, fixed rate bond, etc.

Government securities: A Government Security (G-Sec) is a tradeable instrument issued by the Central Government or the State Governments. It acknowledges the Government's debt obligation. Such securities are short term (usually called treasury bills, with original maturities of less than one year) or long term (usually called Government bonds or dated securities with original maturity of one year or more). In India, the Central Government issues both, treasury bills and bonds or dated securities while the State Governments issue only bonds or dated securities, which are called the State Development Loans (SDLs). G-Secs carry practically no risk of default and, hence, are called risk-free gilt-edged instruments.

Sovereign Gold Bond (SGB): SGBs are unique instruments, prices of which are linked to commodity price viz., Gold. SGBs are also budgeted in lieu of market borrowing. The calendar of issuance is published indicating tranche description, date of subscription and date of issuance. The Bonds are denominated in units of one gram of gold and multiples thereof. The Bonds bear interest at the rate of 2.50 percent (fixed rate) per annum on the nominal value. Interest is paid in half-yearly rests (should we retain it?), and the last interest shall be payable on maturity along with the principal.

Income from Assets

Debentures: It is usually an unsecured financial (debt) instrument (not backed by collateral) issued primarily by the corporations/companies (private and Public Sector Undertakings) to raise funds. These instruments come with a specific maturity period and provide fixed/variable interest to their investors. Debenture holders do not have any ownership rights to the companies. They are the creditors of the company. Debentures can also be of secured bond backed by issuer's assets. It can be of various forms such as convertible/non-convertible debentures or redeemable/non-redeemable debentures, etc.

Provident Fund (PF): PF is a government-backed savings scheme in India that offers assured returns and long-term wealth accumulation. Different types of provident funds are
Statutory Provident Fund (SPF) (includes General Provident Fund (GPF), Railway Provident Fund (RPF), etc.), Recognized Provident Fund (Employee's Provident Fund (EPF)), Public Provident Fund (PPF).

Credit unions: It is a cooperative financial institution that operates for the benefit of its members. Unlike traditional banks, credit unions are member-owned and aim to provide financial services with a focus on community welfare. Members can deposit their savings with the credit union, earning interest on their deposits. They also loans to their members at reasonable interest rates. *Agricultural Cooperative Societies providing financial services to farmers are notable examples of this type on institutions.*

Co-operative credit society: Co-operative credit society is an organisation created under the cooperative movement whose main objective is to provide financial help to its members.

The definitions of some sources of income from non-financial assets are given below –
Rent: Rent are payments received by the owners of both non-produced assets (i.e., natural resources), such as land, and of produced assets, such as houses, building for putting the asset at the disposal of another institutional unit. Rent on land also includes the rent payable to the owners of inland waterbodies and rivers for the right to exploit such waterbodies for recreational or other purposes, including fishing. Rents should be recorded net of any expenses incurred in earning them, including interest paid.

Royalties: Royalty income refers to the payment received by the owner of an asset for allowing others to use that asset, usually for commercial purposes. It arises from the licensing of intellectual property or natural resources and is received periodically or based on usage. Examples of royalty income include payments for the use of patents, copyrights, trademarks, or royalties from books, music, films, software, or artistic works, payments for extraction of minerals, oil, gas, or other natural resources, royalties received for licensing technology, designs, or know-how etc.

Note: If any household receives goods or services in exchange for putting any of its owned assets to use, such transactions shall be considered, and the imputed value at market price of the goods or services received in exchange for renting out or investing the asset shall be recorded.

3.17.1. Q9.1 Interest received in last financial year from

Total income earned as interest by one or more members of the household from the following financial assets **during last financial year** are to be recorded in whole number of rupees.

3.17.1.1. Item 1, Q9.1: saving / deposit accounts with banks/post office/non-banking financial companies

Interest earned from **deposits** in current account of bank, savings account of bank and/or post office as well as term plans deposits or any other deposit accounts in bank and/or post office, Co-operative banks, NBFC, etc. are to be recorded against this item.

3.17.1.2. Item 2, Q9.1: certificates of deposit (including Fixed/Recurring Deposits etc.), government bonds/securities, co-operative credit societies/micro-finance institutions/self-help groups

Interest earned from **different types of certificates** issued by the government or banks, viz., National Savings Certificate (NSC), Kisan Vikas Patra, term deposits, such as Fixed deposits, Recurring deposits, deposits in private companies, etc. are to be recorded here. In addition, interest earned from **deposits** in **credit unions/co-operative credit societies/micro-finance institutions/self-help groups** etc. are to be recorded here.

3.17.1.3. Item 3, Q9.1: provident funds (government, public, etc.) and other financial institutions

Interest earned from contributions made towards any kind of **provident funds** like General Provident Fund (GPF)/Public Provident Fund (PPF)/Employer’s Provident Fund (EPF)/Railway Provident Fund or other contributory funds of similar type are to be recorded against this item.

3.17.1.4. Item 4, Q9.1: loans to non-household members

Interest earned through **loans** given to non-household members are to be recorded here.

3.17.1.5. Item 5, Q9.1: other (interest on security deposits, sovereign gold bonds, debentures etc.)

Total interest earned from **different types of securities/bonds** issued by the government or banks such as bonds issued by RBI, Power Finance Corporation Limited (PFCL), National Highway Authority of India (NHAI), Indian Railway Finance Corporation Limited, Housing & Urban

Development Corporation, private companies etc. are to be recorded here. In addition, total interest earned during last 365 days through holdings **debentures** in the PSUs/private corporations by one or more member of the household is to be recorded against this item.

Any other kind of interest earned by one or more members of the household through deposits in private companies, investment in Sovereign Gold Bond or any other means is to be recorded against this item.

3.17.2. Q9.2 Dividend received (receipts from investment in an enterprise in which the investor does not work)

Dividend
Dividends are receipts from investment in an enterprise in which the investor does not work. This includes “silent” partners. Dividends are the earnings distributed to the owners of corporate equity for placing funds at the disposal of corporations. Dividends should be recorded net of any expenses incurred in earning them, including interest paid. It covers all distributions of profits by corporations to their shareholders or owners. Dividends may occasionally take the form of an issue of shares, but this excludes issues of bonus shares that simply represent a reclassification between own funds, reserves and undistributed profits. Dividends can be earned through ownership of share in any government or private corporations, mutual funds, etc.

Total dividend (profit share) earned from investment in any public or private enterprise during last financial year by one or more members of the household is to be recorded against Q9.2.

Note: If any dividend is received in kind (e.g., in sugar mills where dividends are distributed in the form of sugar), the imputed value at market price of the goods or services received by the investor shall be recorded in the accounts.

3.17.3. Q9.3 Annuities received from insurance schemes, superannuation funds etc.

Annuity
An annuity is an agreement between an individual and an insurance company that ensures financial stability when the individual is no longer earning a salary. In this arrangement, the buyer makes either a lumpsum payment or a series of payments. In return, they receive regular payments in the future. Depending on the type of annuity, these payments may start right away or after a set period. Many options are available to receive annuity payments like fixed payment terms for 5, 10, 15 years, return of corpus on death of investor, annuity payment till spouse’s lifetime, variable annuity, immediate annuity, etc. An example is the Monthly Income Scheme (MIS), offered by the post offices and banks.

Annuity
Example: At age 50, someone invest ₹5 lakh in a deferred annuity and set to begin payments when he/she turns 60. Over the 10 years, investment grows, and at the age of 60 years, monthly payments will be received based on the annuity's accumulated value.

Total payment received during last month by one or more members of the households from annuity through insurance companies, superannuation funds, or any other agency is to be recorded against Q9.3.

3.17.4. Q9.4 Other regular receipts from financial assets

Total monthly payment received by one or more members of the households from investment in any other financial instruments is to be recorded against this question. This includes Systematic Withdrawal Plan (SWP) which allows investors to withdraw fixed amount of money at regular intervals from their existing investment in mutual funds. Any similar type of payment received during last month from the financial asset, owned by one or more member of the household and not recorded in Q9.1 to Q9.4, will be recorded in Q9.5.

3.17.5. Q9.5 Income from Produced Non-Financial Items

In this item, information is to be collected on those produced non-financial assets which was put on rent by the owners of the assets to earn income.

These produced non-financial assets include

1. dwelling unit
2. building and other structures (excluding dwelling unit) such as shops, hostels, etc.
3. machinery & equipment such as tractor, trucks, harvester, IT equipment, etc.

3.17.5.1. In **Column 3, Q9.5**, the number of months for which the produced non-financial assets (list is provided above) were put on rent during last 365 days is to be recorded.

3.17.5.2. In **Column 4, Q9.5**, average monthly income earned by the household/owner(s) as rent for each produced non-financial asset is to be recorded.

Note: If a household rents out a combine harvester owned by it and, in exchange, receives a portion of the crop cultivated by the farmer, the imputed value of the crop received—at prevailing market prices and apportioned on a monthly basis—shall be recorded.

3.17.5.3. In **Column 5, Q9.5**, any expenditure incurred by the household/owner(s) for repair and maintenance or any kind of insurance on that produced non-financial assets or interest paid if the asset is acquired though loan during last 365 days is to be recorded.

Note – If the produced asset is acquired through loan by the household and EMIs are paid during last 365 days in respect of that asset which has been rented out by the household, the total interest (not EMI) paid by the household during last 365 days need to be reported in Column 5, Q9.5.

3.17.6. Q9.6 Income earned from leasing-out land (including agricultural land, gazing land, lawn etc.) and other natural resources like pond, orchard, plantation etc.

If the household has rented out any kind of land owned by one or more members of the household for purposes like (i) agricultural, farming of animals, or any other agricultural purpose, (ii) non-agricultural use such as lawn, playground, etc., or rented other owned natural resources like pond, orchard, plantation etc., and receiving rent from the leased-out/ rented land/natural resource then the total income earned by the household for putting the land/natural resource on rent during last 365 days is to be recorded against Q9.6.

Note: If a household leases out land owned by it for cultivation and, in exchange, receives a portion of the crop cultivated by the farmer, the imputed value of the crop received by the household—at prevailing market prices—shall be recorded.

3.17.7. Q9.7 Income earned from licensing the use of intellectual property

Income earned by one or more members of the household by licensing the use of intellectual property (patented or copyright material) such as receipts from writings, right to make use of inventions, etc. during last 365 days is to be recorded against Q9.7.

3.18. Block 10: Information on expenditure incurred on various food and non-food items during reference period by the household

3.18.0. Objectives and Scope

In this block, information on expenditure (including online purchase) incurred by the household on various food and non-food items during a specific reference period is to be recorded in whole number of rupees.

To record the expenditure against the different item groups, the following is to be considered:

In the Household Consumption Expenditure Survey (HCES), two alternative approaches are followed for collecting information on household consumption. However, for the purpose of the National Household Income Survey (NHIS), only expenditure approach is to be adopted for collecting information on consumption.

Expenditure Approach: The expenditure made by the household during the reference period will be considered. Consumption is deemed to have occurred when expenditure is incurred on a good or service under this approach. The household that incurs the expenditure is considered the consuming household, irrespective of whether the item is actually used or consumed by that household.

Accordingly, this approach covers expenditure incurred by the household on all food items and non-food items, including house tax, municipal taxes, second-hand purchases of clothing, bedding, footwear, books and periodicals, and durable goods, along with expenditure on repair and maintenance of durable goods.

***Not to be included* –** Expenditure incurred on the following will not be considered:

- Enterprise expenditure (farm, non-farm)
- Cost of purchase & construction of land & building
- Cost of major repairs of durable goods
- Payment of interest on loan taken
- Insurance premium payments
- Expenditure incurred on purchase of lottery tickets, gambling expenses
- Money given as charity, remittances, donations, fines, direct taxes etc.

***No imputation* –** Imputation will not to be made and recorded for any item category viz., goods & services consumed from home/grown stock or from free collection, gift/charity or received free from any social welfare scheme (e.g., free foodgrains received under NFSA or any other state government sponsored schemes). *However, imputed value of owner-occupied dwelling unit (house rent, garage rent) will be recorded.*

***Treatment for Payment received in kind* –** If a household obtains an item as payment in kind from a household or enterprise for services rendered by the household, then the same will not be considered here for accounting.

Treatment for hired purchase* –** If a household acquires an item through cash purchase, the time of incurring expenditure is clear. In case of payment made 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 is regarded as the expenditure incurred.

Treatment for expenditure by households on students residing in hostel **–** It may also be noted that in HCES, in case of student household's expenditure made on rent and educational fees was recorded in the user's (student) household regardless of the fact who made the payment. However, in this survey, expenditure on rent and educational fees is to be recorded only in the household who made the payment.

Exclusion of purchase incurred for entrepreneurial activities **–** Expenditure incurred for purchasing any item which meant for entrepreneurial activities will not be recorded in this block.

The reference periods to be used for different groups of consumption items are given below:

Category	Item groups	Reference period
I	milk and milk products; egg, fish & meat; vegetables; fruits (fresh); pan, tobacco & intoxicants	Last 7 days
II	All other food items; fuel and light; miscellaneous goods and services including medical (non-hospitalisation); rents and cesses	Last 30 days
III	Clothing; bedding; footwear; education; medical (hospitalisation); durable goods	Last 365 days

The description of items to be covered in different composite groups are given below:

3.18.1. Q10.1 vegetables including ginger, garlic & fruits (fresh)

The expenditure made during *last 7 days* on vegetables including ginger, garlic & fruits (fresh) will be recorded against this item.

The list of items to be considered in Q10.1 is –

- ✓ *Vegetables* – Onion, potato, tomato, palak/other leafy vegetables, brinjal, lady's finger, green chillies, cauliflower, gourd, pumpkin, cabbage, parwal/patal, kundru, beans, barbate, peas, carrot, radish, lemon, garlic, ginger and other vegetables

- ✓ *Fresh fruits* – banana, apple, coconut, mango, grapes, green coconut, guava, papaya, orange, sweet lime / Mausami, watermelon, kharbooza, litchi, pears/nashpati, singara, jackfruit, berries, pineapple, other fresh fruits

3.18.2. Q10.2 egg, fish & meat

The expenditure made during *last 7 days* on egg, fish & meat will be recorded against this item. The items to be considered in Q10.2 are – eggs, chicken, fish, prawn, goat meat, mutton, beef/ buffalo meat, pork, birds, crab, oyster, tortoise, etc.

3.18.3. Q10.3 cereals & cereal products, pulses & pulse products, salt & sugar, edible oil, spices, dry fruits & nuts

The expenditure made during *last 30 days* on cereals and its products, pulses and its products, sugar, salt, edible oil, spices, dry fruits and nuts will be recorded against this item.

The list of items to be considered in Q10.3 is –

- ✓ *cereals and its products* – Rice, chira, muri, other rice products (khoi, lawa etc.), wheat/atta, maida, suji, rawa, vermicelli or any other wheat products, jowar, bajra, maize, barley, small millets or any other coarse grains, cereal substitutes like tapioca

- ✓ *pulses and its products* – arhar, tur, moong, masur, urd, gram, peas, chickpeas, other pulses, besan, gram products, other pulse products (khesari, soya chunks, etc.)

- ✓ *sugar, salt* – salt, sugar, jaggery (gur), candy, misri, honey

- ✓ *edible oil* – mustard oil, refined oil including sunflower, soyabean, palm oil, vegetable oil, etc., groundnut oil, coconut oil, vanaspati, margarine and others

- ✓ *spices* – dry chillies, turmeric, cumin/jeera, coriander/dhania, curry powder, black pepper, tamarind, oilseeds, poppy seeds, other spices

- ✓ *dry fruits and nuts* – copra, groundnut, cashew nut, dates, almond, pistachio, walnut, hazelnut, raisin (kishmish), monacca, apricot, dry fig / anjeer and others

3.18.4. Q10.4 milk & milk products

The expenditure made during *last 7 days* on milk & milk products including milk: liquid and condensed/ powder, ghee, curd, yogurt, butter, ice-cream, paneer, prepared sweets, cheese, lassi, butter milk and other milk products will be recorded against this item.

3.18.5. Q10.5 beverages, processed food, pan, tobacco & intoxicants

The expenditure made during *last 30 days* on beverages, processed food, pan, tobacco & intoxicants will be recorded against this item.

The list of items to be considered in Q10.5 is –

- ✓ *beverages* – tea (both cups and leaf), coffee (both cups and powder), mineral water, soda drinks, other cold beverages, fruit juice and shake, sugarcane/ date-palm juice, cocoa, drinking chocolate, health drinks and any other beverages.

- ✓ *processed food* – breakfast cereals e.g. oats, cornflakes, muesli etc., baby food, cake, pastry, biscuits, chocolates, papad, bhujia, namkeen, mixture, chanachur, chips, nachos, puffs, wafers, pickles, sauce, jam, jelly, mayonnaise, bread and any other bakery product, health supplements e.g., protein powder, probiotic tablet and drinks, chawanprash, noodles including cup noodles, rice noodles etc., poha, other ready to eat meal and other packaged processed food (, etc.)

- ✓ *cooked meals purchased, cooked snacks purchased* including samosa, puri, paratha, momo, roll, chowmein, idli, dosa, vada, chops, pakoras, pav-bhaji, vada-pao, etc. and other served processed food includes chaat, golgappa (puchka/panipuri), bhelpuri, etc. are also covered under this item.

- ✓ *pan, tobacco & intoxicants* – pan (leaf / finished), ingredients for pan, bidi, cigarettes, zarda, kimam, surti, tobacco leaf, hookah tobacco, cheroot, snuff and other tobacco products; country liquor, foreign/refined liquor or wine, beer, toddy, ganja and other intoxicants.

3.18.6. Q10.91 other food products

The expenditure made during *last 30 days* on any other food products which are not covered in Q10.1 to Q10.5 will be recorded against this item.

3.18.7. Q10.6 fuel & light (including petrol/diesel/CNG/other fuel for vehicles)

The expenditure made during *last 30 days* on fuel & light (including petrol/diesel/CNG/other fuel for vehicles will be recorded against this item.

- ✓ The list of items to be considered in Q10.6 is – electricity, LPG including the expenses on LPG for conveyance, firewood and chips, kerosene, charcoal, biogas, gobar gas, coal, dung cake, petrol including expenses incurred for conveyance (petrol for vehicle), diesel including expenses incurred for conveyance (diesel for vehicle), CNG, other natural gas, matches, candle and any other fuel.

3.18.8. Q10.7 toilet articles & other household consumables

The expenditure made during *last 30 days* on any of the items mentioned below will be recorded against this item.

- ✓ *toilet articles* – toilet soap, body-wash, hand-wash, shower gel, facewash, sanitizer, toothpaste, mouthwash, toothbrush, shampoo, conditioner, hair serum/gel, hair cream, hair oil, hair colour, other hair products, accessories, comb, powder, cream, body lotion, moisturizers, lipstick, nail polish, compact & foundation, eye make-up kit (kajal, mascara, shadow, liner, perfume, body spray, deodorant, roll-ons, sanitary napkins, baby products including diapers, lotion, powder, etc.; shaving blades, shaving stick, razor, shaving cream, shaving foam, aftershave lotion, aftershave balm, body oil, make-up brushes and any other beauty and toilet articles.

- ✓ *other household consumables* – washing soap/soda/powder/liquid detergent, other washing requisites, floor cleaner, acid, toilet cleaner, mosquito repellent, insecticide, anti-rodent, bucket, any other related plastic goods, incense/agarbatti, room freshener, fresh flower, LED bulb, CFL bulbs, other electric bulb, tube light, decorative lights, earthenware, paperware, disposable plates, electric batteries, glassware, coir, rope, door mat, other petty articles and non-durable electric goods.

3.18.9. Q10.8 conveyance

The expenditure made during *last 30 days* on any of the items mentioned below will be recorded against this item.

Items to be considered – railway fare, bus fare for school, college, work, daily commutation, commuting to work including periodic monthly lumpsum payment for these purposes, bus/tram fare for occasional purpose, taxi fare, auto-rickshaw/e-rickshaw fare, car/bus hired for ceremonial occasion, picnic, steamer, boat fare, rickshaw (hand-drawn & cycle) fare, air fare and other conveyance expenses

3.18.10. Q10.9 entertainment expenses, consumer services excluding conveyance

The expenditure made during *last 30 days* on any of the items mentioned below will be recorded against this item.

- ✓ *Entertainment expenses* include expenses on cable TV/DTH/set top box (including broadband charges if not separable), cinema, theatre, newspapers, periodicals, photography, club, gym, swimming fees and other subscriptions, online media service provider/streaming services, other entertainment (mela, fair, picnic, VCD/DVD hire, etc.)

- ✓ *consumer services excluding conveyance* includes expenses on telephone charges: mobile and landline including data charges if not separable, internet expenses (cable broadband, mobile data charges, etc. if separable), water charges, barber, beautician, spas, domestic helper/cook, washerman, laundry, ironing, dry cleaning, dyeing of clothes, sweeper, attendant, babysitter, watchmen/security guard, driver, tailor, grinding/husking charges, etc., priest, pet animals (incl. birds, fish), repair charges for non-durables (electrician's charges, plumbing charges, etc.), legal expenses, postage, couriers, fax and money order, car parking charges, coolie/porter charges, toll charges, miscellaneous expenses and other consumer services excluding conveyance.

3.18.11. Q10.10 house rent & garage rent, consumer taxes and cesses

The expenditure made by the household during *last 30 days* on house rent, garage rent, hotel lodging charges, residential land rent, other consumer rent and other consumer taxes and cesses will be recorded against this item.

3.18.12. Q10.11 house rent, garage rent (imputed)

This item is to be filled in for households residing in a dwelling that is either owned by the household or occupied without payment of rent or provided by employer in lieu of House Rent Allowance (HRA). In such cases, the rent of the house/garage is to be imputed on the basis of the prevailing rental value of similar accommodation in the same or nearby locality. If accommodation is provided by the employer in lieu of HRA, the amount of HRA will be considered as imputed rent on net basis (after deducting license fee, if any).

A household may also occupy a dwelling unit that is neither owned nor hired (for example, rent-free accommodation). In such cases as well, the imputed rent should be recorded.

If the dwelling unit is owned by the household but purchased through a loan, only the interest component of the loan repayment (and not the principal or EMI) should be deducted while estimating the imputed rental value.

In cases where a garage is used by the household for its own purpose, the imputed rent for the garage should be estimated and recorded in a similar manner.

3.18.13. Q10.12 medical expenses: non-hospitalization (includes medicine, doctor’s fee, medical test fees etc.)

The expenditure made during *last 30 days* on any of the items related to medical expenses (non-hospitalization case only) mentioned below will be recorded against this item.

Expenses on medicine, doctor's/surgeon's fee, X-ray, ECG, pathological test and other test etc., family planning devices and other medical expenses are to be considered.

3.18.14. Q10.13 medical expenses: hospitalization

The expenditure made during *last 365 days* on any of the items related to medical expenses (hospitalization case only) mentioned below will be recorded against this item.

Expenses on medicine, doctor's/surgeon's fee, X-ray, ECG, pathological test and other test etc., hospital and nursing home charges and other medical expenses are to be considered.

3.18.15. Q10.14 educational expenses

The expenditure made during *last 365 days* on any of the items related to educational expenses mentioned below will be recorded against this item.

Expenses on tuition and other fees of school, college, etc., private tutor/ coaching Centre fees, books, journals (both first-hand and second-hand), stationery, photocopying charges, other educational expenses including fees for enrolment in web-based training, library charges, educational CD, etc. are to be considered.

3.18.16. Q10.92 other services (excluding medical and educational expenses or any items mentioned above)

The expenditure made during *last 30 days* on any other services excluding medical and educational expenses which are not covered in Q10.6 to Q10.14 will be recorded against this item.

3.18.17. Q10.15 clothing, bedding and footwear

The expenditure made during *last 365 days* on clothing, bedding and footwear will be recorded against this item.

Items to be considered for Q10.15 are –
Clothing includes expenses on saree, cloth for shirt, pyjama, kurta, salwar, etc., cloth for coat, trousers, suit, etc., face mask, gloves, T-shirts, polos, tops, shrugs, shirts, trousers, jeans, jeggings, skirts, coat, jacket, blazer, sweater, sweatshirts, windcheater, western suit set, kurta-pajama suits, school/college uniform, sherwani, lenhnga, gown, kurta, kameez, kurti, pajamas, salwar, leggings, plazzo, dresses, jumpsuits, frocks, track suit, track pant, joggers, shorts, 77ermuda, maxis, housecoats, baba suit, nightdress, loungewear, shawl, chaddar, blouse, dupatta/stole, lungi, innerwear, socks, and other hosiery items, dhoti, gamchha, towel, handkerchief, headwear, belts, ties, hat, scarf, muffler, etc., infant clothing, any other first-hand or second-hand purchase of clothes including knitting wool.

Bedding includes expenses on bed sheet, bed cover, rug, blanket, quilt, mattress, pillow, cushion, mosquito net, cloth for upholstery, curtains, tablecloth, etc. and any other bedding items.

Footwear includes expenses on rubber / PVC footwear, leather boots, shoes, leather sandals, chappals and other leather footwear, any other footwear includes for first-hand or second-hand purchase.

3.18.18. Q10.16 Personal and sports goods, medical and therapeutic appliances

The expenditure made during *last 365 days* on purchase or construction of personal and sports goods, medical and therapeutic appliances will be recorded against this item.

Expenses on *Personal and sports goods include* spectacles/goggles, contact lenses, umbrellas, raincoat, helmet, other minor durable-type goods (like torch, lock, lighter, etc.), mobile handset, telephone instrument (landline), PC/ Laptop/ tablet, other peripherals incl. software, clock, watch, smart watch, fitness tracker, back-pack, handbags, vanity bags, purse, clutch, etc., headphone, earphone, ear pod, Bluetooth devices/speakers etc., other machines for household work, any other personal goods(power banks, hair dryers, straightener/curler, trimmer, groomer, epilator, etc.), exercise equipment: treadmill, fitness cycle, etc., weighing machine, toys, sports goods (badminton racket, shuttle cock, football, cricket bat, etc.) and any other sports goods are to be considered.

Expenses on *Medical and therapeutic appliances include* wheelchairs, massagers, hearing aids, orthopedic equipment, nebulizers, blood pressure monitoring machines and other medical equipment are to be considered.

3.18.19. Q10.17 personal transport equipment

The expenditure made during *last 365 days* on purchase of motorcycles, scooters, motor cars, jeeps, bicycles, tyres and tubes, and other transport equipment for own use will be recorded against this item.

3.18.20. Q10.18 furniture and fixtures & goods for recreation

The expenditure made during *last 365 days* on purchase or construction of furniture and fixtures, goods for recreation will be recorded against this item.

Furniture and fixtures include bedstead, almirah, dressing table, chair, stool, bench, table, suitcase, trolley bag, duffle bag, trunk, carpet, daree and other floor mattings, paintings, drawings, engravings and similar items, couch, sofa, other furniture & fixtures.

Goods for recreation include television, camera & photographic equipment, CD, DVD, pen-drive, external hard disk, musical instruments, radio, VCR/VCD/DVD player, home theatre system, play station, other goods for recreation.

3.18.21. Q10.19 cooking and household appliances

The expenditure made during *last 365 days* on purchase or construction of cooking items including utensils and household appliances will be recorded against this item.

The list of items to be considered for Q10.19 is –
Stove, gas burner, induction, electric fan, electric air heaters, blowers, air conditioner, air cooler, air purifier, refrigerator/freezers, washing machine, inverter, generators, stabilizers, geysers, hot water systems, sterilizers, water purifier, exhaust, chimney, ventilation system, mixer/grinder, juicer, food processor, pressure cooker/ pressure pan, electric iron, heater, toaster, micro-oven, electric kettle, vacuum cleaner, & other electric heating appliances, sewing machine, lantern, lamp, electric lampshade, emergency light, stainless steel utensils, other metal utensils (non-stick cookware, etc.), casseroles, thermos, flask, containers, cutlery, jars, dinner set, water bottle/feeding bottle, and other crockery & utensils / cooking / household appliances etc.

3.18.22. Q10.20 repair and maintenance of residential buildings, land

The expenditure made during *last 365 days* on repairing of residential buildings and land, purchase of bathroom and sanitary equipment, plugs, switches & other electrical fittings etc. which are related to repair and maintenance of residential buildings and land, will be recorded against this item.

3.18.23. Q10.21 repair & maintenance of vehicles, household appliances and other durable goods

The expenditure made during *last 365 days* on repairing and maintenance of vehicles, household appliances and other durable goods, will be recorded against this item.

3.18.24. Q10.22 jewellery & ornaments

The expenditure made during *last 365 days* on purchase of gold /diamond /platinum/silver jewellery, jewels, pearls, precious stone and any other jewellery and ornaments (artificial jewellery, etc.) will be recorded against this item.

3.18.25. Q10.93 other durable goods

The expenditure made during *last 365 days* on any other durable goods which are not covered in Q10.15 to Q10.22 will be recorded against this item.

3.18.26. Q10.23 Total expenditure

This will be auto calculated.

3.19. Block 11: Current transfers paid

3.19.0. Objectives and Scope

In this block, information on details of current transfer paid by the household members to any non-household member or NPISH is to be recorded in whole number of rupees. Information in this block is to be collected at the household level.

Current transfers paid
Current transfers paid are transactions in which a household provides goods, services, or cash to another household / NPISH / any other institutional unit without receiving any good, service, or asset in return, and which do not result in the acquisition or disposal of assets, nor reduce or increase the net worth of either party except through changes in income. Such transfers are intended to cover consumption or day-to-day needs of the recipient and are not linked to capital formation. Examples: ✓ Transfers between households, such as remittances or regular financial support to relatives.

Current transfers paid
✓ Donations and charitable contributions made by households to religious institutions, NGOs, or other non-profit institutions serving households (NPISHs). ✓ Current taxes and fees paid by households (e.g., fines and penalties not related to acquisition of assets). ✓ Social contributions paid by households (where applicable). Exclusions: ✓ Capital transfers, such as inheritance, large one-time gifts intended for asset acquisition, or debt forgiveness. ✓ Transactions involving exchange, such as purchase of goods and services. ✓ Financial transactions, such as loans, repayment of principal, or purchase of financial assets. ✓ If we don't consider in-kind transfers, we may include the same in this list.

This block relates to regular or periodic transfers made by the household to persons not belonging to the household, such as relatives, dependents, or institutions.

3.19.1. Q.11.1 Whether transfers paid to other households in the form of family support payments (such as alimony, child and parental support) during last month?

(yes - 1, no – 2)

If the household paid any family support transfers (such as alimony, child support, or parental support) to non-household members during the last one month. Record '1' for Yes and '2' for No.

> **Branching and skipping:**
> If code 1 in item 11.1 then go to item 11.2, else in item 11.3

3.19.2. Q.11.2 If code 1 in 11.1, Amount of such transfer paid during last month

If the response in Q.11.1 is 'Yes', record the total amount paid during the last month. If the household have done multiple transactions during the last month (for example, the household paid both child support and alimony), the total amount paid towards will be recorded.

3.19.3. Q.11.3 Whether transfers paid to other households in the form of family support payments (such as alimony, child and parental support) during last 365 days excluding any payment which are monthly in nature and already recorded in Q11.1? (yes - 1, no – 2)

Ask whether the household paid any such family support transfers at any time during the last 365 days. Record '1' for Yes and '2' for No. It will exclude all the payments which are monthly in nature and already recorded in Q11.1 and Q11.2.

Branching and skipping: If code 1 in item 11.3 the go to item 11.4, ELSE go to item 11.6

3.19.4. Q.11.4 If code 1 in 11.3, Number of times such transfer paid during the last 365 days

If the response in Q.11.3 is 'Yes', record the number of times such transfers were made during the last 365 days.

3.19.5. Q.11.5 If code 1 in 11.3, Total amount (in Rs.) transferred during the last 365 days

If the response in Q.11.3 is 'Yes', record the total amount of such transfers made during the last 365 days.

3.19.6. Q.11.6 Total amount (in Rs.) of regular transfer made to Non-profit organization(s) for charitable purposes during the last 365 days

Record the total amount paid by the household during the last 365 days to non-profit institutions serving households (NPISHs), such as: Charitable or religious institutions, trusts and voluntary organizations, NGOs providing social, educational, or health services etc. *Only cash current transfers should be recorded here.*

3.20. Block 11b: Particulars of direct tax (income tax, professional tax, etc.) paid

3.20.0. Objectives and Scope

In this block, information on the details of direct tax (income tax, professional tax, etc.) paid by *each member of the household* during last financial year is to be recorded in whole number of rupees.

Taxes
Taxes are compulsory, unrequited payments, in cash made to government units. Taxes on income consist of taxes on incomes, profits and capital gains. They are assessed on the actual or

Taxes
presumed incomes of individuals, households, NPISHs or corporations. They include taxes assessed on holdings of property, land or real estate when these holdings are used as a basis for estimating the income of their owners. Taxes on income include the following types of taxes: **Taxes on individual or household income**: These consist of personal income taxes, including those deducted by employers (pay-as-you-earn taxes), and surtaxes or surcharges. Such taxes are usually levied on the total declared or presumed income from all sources of the person concerned: remuneration of employees, income from assets, pensions, etc., after deducting certain agreed allowances. Taxes on the income of owners of unincorporated enterprises (household enterprise) are included here. *In this survey, income tax (including cess) as well as professional tax paid by the members of the household on account of remuneration of employees, income from assets, pensions, etc., or income as owners of unincorporated enterprises (household enterprise) and professional taxes paid (if applicable) will be considered.* *For this survey, income tax paid by the members on capital gains (holding gains), taxes on winnings from lotteries or gambling and tax, taxes on selling any asset etc. will not be considered.*

Instructions

- ✓ Record Income tax details separately for each household member.
- ✓ Include income tax, professional tax, and other direct taxes paid to government authorities.
- ✓ Exclude any indirect taxes such as GST, excise duty, or VAT.
- ✓ Record the net amount paid, i.e., after adjusting for any refunds received.
- ✓ All fines / penalties are excluded.

3.21. Block 12: Particulars of Total Income of the Household

3.21.0. General Instructions

- ✓ Information in this block is to be collected at the household level.

- ✓ The purpose of this block is to capture the total annual income of the household from all sources earned by all household members during the last financial year.

- ✓ The income reported here should include income from all sources, such as:

- Wages and salaries
- Income from cultivation, livestock, and allied activities
- Income from self-employment or business
- Income from property (rent, interest, dividends)
- Pensions and social security benefits
- Current transfers received (excluding one-time capital receipts)

✓ The respondent should be guided to report gross income before deduction of taxes, unless otherwise specified.

✓ The response will be recorded with the help of codes given below –
- *Less than 1 lakh – Code 1,*
- *1 lakh to 2 lakh – Code 2,*
- *2 lakhs to 4 lakhs – Code 3,*
- *4 lakhs to 8 lakhs – Code 4,*
- *8 lakhs to 12 lakhs – Code 5,*
- *12 lakhs to 16 lakhs – Code 6,*
- *16 lakhs to 20 lakhs – Code 7,*
- *20 lakhs to 24 lakhs – Code 8,*
- *24 lakhs to 30 lakhs – Code 9,*
- *Above 30 lakhs – Code 10.*

3.22. Block 2: Particulars of field operations

3.22.0. Objectives and Scope

In this block, information on a number of items related to particulars of field operations will be collected.

3.22.1. Item 1(a) and Item 1(b): Details of field Officials

In column 3 details (name, code, etc.) of Survey Enumerator (SE)/ Junior Statistical Officer (JSO) and in column 4 details (name, code, etc.) of Survey Supervisor (SS)/ Senior Statistical Officer (SSO) will be recorded.

3.22.2. Item 2: Dates of survey operation

In column 3/column 4, dates of survey/ inspection, receipt, scrutiny, dispatch, as applicable will be recorded.

3.22.3. Item 3: Total time taken to canvass the Schedule by the team of enumerators

Entry in item 3 will be made in whole number and in minutes. The time required to canvass the schedule should be recorded here. This will not include the time needed by the enumerator(s) to finalize the schedule or the time needed for introducing oneself, explaining the purpose and objective of the survey etc. before the canvassing begins.

3.22.4. Item 4: Number of enumerators (SE/JSO) in the team who canvassed the Schedule

Number of enumerators (SE/JSO) in the team who canvassed the Schedule will be recorded in Item 4.

3.22.5. Item 5: Whether any remark has been entered by SE/JSO/SS/SSO

In this item, information will be recorded on whether remarks are recorded in Block 9/10 i.e. comments boxes provided in the paper schedule or text box provided in Computer assisted Personal Interview (CAPI) etc., by selecting the appropriate codes in column 3/4 of Item 5.

3.22.6. Item 6: Name of the informant

Informant is the person from whom bulk of the information on the Schedule is collected. It is always desirable to collect information from one of the household members. In extreme cases, where this cannot be done, information may be collected from a non-household member who is supposed to know the requisite information. In Computer Assisted Personal Interview (CAPI) mode, serial number and name of the household member as listed in Cols.1 and 2 of Block 3A will appear along with an option ‘not a household member’ against ‘srl. no. of the household member’ as ‘99’ for selecting the informant. The enumerator should select the ‘informant’ from that list as given below.

Srl no. of the household member	Name	Select the informant
		○
		○
99	not a household member	○

In Pen-and-Paper Personal Interview (PAPI) mode: Serial number of the household member as listed in Col.1 of Block 3A is to be copied. In some rare cases, if it is not possible to collect information from the household member(s), information may be collected from the person(s) who is not a member of the household and in such a case, entry ‘99’ is to be recorded against this item.

3.22.7. Item 7: Mobile number of informant/any other household member who can be contacted

The 10-digit mobile number of the informant or any other household member who can be contacted is to be recorded in this item. If the household does not possess a mobile number or refuses to provide the same, then '999' is to be recorded here.

3.22.8. Item 8: Response code

This item 9 is meant to categorize the informant according to the degree of his/her co-operation as well as his/her capability to provide the required information in the Schedule. Information on the type of response of the informant will be collected in terms of the following codes:

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

3.22.9. Block 13: Remarks by enumerator (SE/JSO)

Any relevant remarks relating to the problems encountered in collecting the data, attitude of respondents, etc., will be recorded in this block by the enumerator. If the enumerator feels that certain information given by the informant is of doubtful nature, this may also be indicated in the remarks. Any other comment, which may help to make proper assessment of the entries made in this schedule, should also be recorded here.

3.22.11. Block 14: Comments by supervisory officer (SS/SSO)

This block will be used by the Supervisory Officer(s) to record their comments and suggestions. They should particularly point out the data which may seem doubtful, but which has been investigated by them and found to be correct and having a plausible explanation, which they should also record.

APPENDIX - I

LIST OF NSS REGIONS AND THEIR COMPOSITION

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Andaman &	351	Andaman &	1.	Nicobar	(01)
	Nicobar Islands		Nicobar	2.	North & Middle Andaman	(02)
	(35)		Islands	3.	South Andaman	(03)
2.	Andhra Pradesh	281	Coastal Northern	4.	Srikakulam	(01)
	(28)			5.	Vizianagaram	(02)
				6.	Visakhapatnam	(03)
				7.	East Godavari	(04)
				8.	West Godavari	(05)
				9.	Alluri Sitharama Raju	(20)
				10.	Anakapalli	(21)
				11.	Dr. Br Ambedkar Konaseema	(22)
				12.	Eluru	(23)
				13.	Kakinada	(24)
				14.	Parvathipuram Manyam	(25)
3.		282	Coastal Southern	15.	Krishna	(06)
				16.	Guntur	(07)
				17.	Prakasam	(08)
				18.	Sri Potti Sriramulu Nellore	(09)
				19.	Palnadu	(14)
				20.	Bapatla	(15)
				21.	Ntr	(26)
				22.	Tirupathi	(16)
				12.	Eluru	(23)
4.		283	Inland Southern	23.	Y.S.R. (Cuddapah)	(10)
				24.	Kurnool	(11)
				25.	Ananthapuramu	(12)
				26.	Chittoor	(13)
				27.	Annamayya	(17)
				28.	Nandyal	(18)
				29.	Sri Satya Sai	(19)
				22.	Tirupathi	(16)
5.	Arunachal	121	Arunachal Pradesh	30.	Tawang	(01)
	Pradesh			31.	West Kameng	(02)
	(12)			32.	East Kameng	(03)
				33.	Papum Pare	(04)
				34.	Upper Subansiri	(05)
				35.	West Siang	(06)
				36.	East Siang	(07)
				37.	Upper Siang	(08)
				38.	Changlang	(09)
				39.	Tirap	(10)
				40.	Lower Subansiri	(11)
				41.	Kurung Kumey	(12)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**
				42.	Dibang Valley	(13)
				43.	Lower Dibang Valley	(14)
				44.	Lohit	(15)
				45.	Anjaw	(16)
				46.	Lepa Rada	(17)
				47.	Namsai	(18)
				48.	Longding	(19)
				49.	Siang	(20)
				50.	Lower Siang	(21)
				51.	Shi Yomi	(22)
6.	Assam	181	Plains Eastern	52.	Lakhimpur	(08)
	(18)			53.	Dhemaji	(09)
				54.	Tinsukia	(10)
				55.	Dibrugarh	(11)
				56.	Sivasagar	(12)
				57.	Jorhat	(13)
				58.	Golaghat	(14)
				59.	Charaideo	(30)
				60.	Majuli	(33)
7.		182	Plains Western	61.	Kokrajhar	(01)
				62.	Dhubri	(02)
				63.	Goalpara	(03)
				64.	Barpeta	(04)
				65.	Bongaigaon	(20)
				66.	Chirang	(21)
				67.	Kamrup	(22)
				68.	Kamrup Metropolitan	(23)
				69.	Nalbari	(24)
				70.	Baksa	(25)
				71.	South Salmara Mankachar	(31)
				72.	Tamulpur	(34)
				73.	Bajali	(35)
8.		183	Cachar Plain	74.	Karbi Anglong	(15)
				75.	Dima Hasao	(16)
				76.	Cachar	(17)
				77.	Karimganj	(18)
				78.	Hailakandi	(19)
				79.	West karbi Anglong	(29)
9.		184	Central Brahamputra Plains	80.	Morigaon	(05)
				81.	Nagaon	(06)
				82.	Sonitpur	(07)
				83.	Darrang	(26)
				84.	Udalguri	(27)
				85.	Hojai	(28)
				86.	Biswanath	(32)
10.	Bihar	101	Northern	87.	Pashchim Champaran	(01)
	(10)			88.	Purba Champaran	(02)
				89.	Sheohar	(03)
				90.	Sitamarhi	(04)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				91.	Madhubani	(05)
				92.	Supaul	(06)
				93.	Araria	(07)
				94.	Kishanganj	(08)
				95.	Purnia	(09)
				96.	Katihar	(10)
				97.	Madhepura	(11)
				98.	Saharsa	(12)
				99.	Darbhanga	(13)
				100.	Muzaffarpur	(14)
				101.	Gopalganj	(15)
				102.	Siwan	(16)
				103.	Saran	(17)
				104.	Vaishali	(18)
				105.	Samastipur	(19)
				106.	Begusarai	(20)
				107.	Khagaria	(21)
11.		102	Central	108.	Bhagalpur	(22)
				109.	Banka	(23)
				110.	Munger	(24)
				111.	Lakhisarai	(25)
				112.	Sheikhpura	(26)
				113.	Nalanda	(27)
				114.	Patna	(28)
				115.	Bhojpur	(29)
				116.	Buxar	(30)
				117.	Kaimur (Bhabua)	(31)
				118.	Rohtas	(32)
				119.	Aurangabad	(33)
				120.	Gaya	(34)
				121.	Nawada	(35)
				122.	Jamui	(36)
				123.	Jehanabad	(37)
				124.	Arwal	(38)
12.	Chandigarh	041	Chandigarh	125.	Chandigarh	(01)
	(04)					
13.	Chhattisgarh	221	Northern	126.	Korea	(01)
	(22)		Chhattisgarh	127.	Surguja	(02)
				128.	Surajpur	(26)
				129.	Balrampur-Ramanujganj	(27)
				130.	Manendragarh-Chirmiri-Bharat	(28)
14.		222	Mahanadi Basin	131.	Jashpur	(03)
				132.	Raigarh	(04)
				133.	Korba	(05)
				134.	Janjgir-Champa	(06)
				135.	Bilaspur	(07)
				136.	Kabeerdham	(08)
				137.	Rajnandgaon	(09)
				138.	Durg	(10)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				139.	Raipur	(11)
				140.	Mahasamund	(12)
				141.	Dhamtari	(13)
				142.	Balodabazar-Bhatapara	(19)
				143.	Gariyaband	(20)
				144.	Bemetara	(23)
				145.	Balod	(24)
				146.	Mungeli	(25)
				147.	Sarangarh-Bilaigarh	(29)
				148.	Sakti	(30)
				149.	Gaurella-Pendra-Marwahi	(31)
				150.	Khairagarh-Chhuikhad	(32)
				151.	Mohla-Manpur-Ambagar	(33)
15.		223	Southern	152.	Uttar Bastar Kanker	(14)
			Chhattisgarh	153.	Bastar	(15)
				154.	Narayanpur	(16)
				155.	Dakshin Bastar Dantewada	(17)
				156.	Bijapur	(18)
				157.	Kondagaon	(21)
				158.	Sukma	(22)
16.	Dadra & Nagar Haveli and Daman and Diu (25)	251	Dadra & Nagar Haveli and Daman and Diu	159.	Diu	(01)
				160.	Daman	(02)
				161.	Dadra & Nagar Haveli	(03)
17.	Delhi	071	Delhi	162.	North West	(01)
	(07)			163.	North	(02)
				164.	North East	(03)
				165.	East	(04)
				166.	New Delhi	(05)
				167.	Central	(06)
				168.	West	(07)
				169.	South West	(08)
				170.	South	(09)
				171.	Shahdara	(10)
				172.	South East	(11)
18.	Goa	301	Goa	173.	North Goa	(01)
	(30)			174.	South Goa	(02)
19.	Gujarat	241	South Eastern	175.	Panch Mahals	(17)
	(24)			176.	Dohad	(18)
				177.	Vadodara	(19)
				178.	Narmada	(20)
				179.	Bharuch	(21)
				180.	Dang	(22)
				181.	Navsari	(23)
				182.	Valsad	(24)
				183.	Surat	(25)
				184.	Tapi	(26)
				185.	Chhota Udepur	(29)
				186.	Mahisagar	(32)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
20.		242	Plains Northern	187.	Mahesana	(04)
				188.	Sabar Kantha	(05)
				189.	Gandhinagar	(06)
				190.	Ahmadabad	(07)
				191.	Anand	(15)
				192.	Kheda	(16)
				193.	Arvalli	(27)
21.		243	Dry areas	194.	Banas Kantha	(02)
				195.	Patan	(03)
22.		244	Kachchh	196.	Kachchh	(01)
23.		245	Saurashtra	197.	Surendranagar	(08)
				198.	Rajkot	(09)
				199.	Jamnagar	(10)
				200.	Porbandar	(11)
				201.	Junagadh	(12)
				202.	Amreli	(13)
				203.	Bhavnagar	(14)
				204.	Botad	(28)
				205.	Devbhumi Dwarka	(30)
				206.	Gir Somnath	(31)
				207.	Morbi	(33)
24.	Haryana	061	Eastern	208.	Panchkula	(01)
	(06)			209.	Ambala	(02)
				210.	Yamunanagar	(03)
				211.	Kurukshetra	(04)
				212.	Kaithal	(05)
				213.	Karnal	(06)
				214.	Panipat	(07)
				215.	Sonipat	(08)
				216.	Rohtak	(14)
				217.	Jhajjar	(15)
				218.	Gurugram	(18)
				219.	Nuh (Mewat)	(19)
				220.	Faridabad	(20)
				221.	Palwal	(21)
25.		062	Western	222.	Jind	(09)
				223.	Fatehabad	(10)
				224.	Sirsa	(11)
				225.	Hisar	(12)
				226.	Bhiwani	(13)
				227.	Mahendragarh	(16)
				228.	Rewari	(17)
				229.	Charkhi Dadri	(22)
26.	Himachal	021	Central	230.	Kangra	(02)
	Pradesh			231.	Kullu	(04)
	(02)			232.	Mandi	(05)
				233.	Hamirpur	(06)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				234.	Una	(07)
27.		022	Trans Himalayan	235.	Chamba	(01)
			& Southern	236.	Lahul & Spiti	(03)
				237.	Bilaspur	(08)
				238.	Solan	(09)
				239.	Sirmaur	(10)
				240.	Shimla	(11)
				241.	Kinnaur	(12)
28.	Jammu &	011	Mountainous	242.	Kathua	(07)
	Kashmir			243.	Jammu	(21)
	(01)			244.	Samba	(22)
29.		012	Outer Hills	245.	Poonch	(05)
				246.	Rajouri	(06)
				247.	Doda	(16)
				248.	Ramban	(17)
				249.	Kishtwar	(18)
				250.	Udhampur	(19)
				251.	Reasi	(20)
30.		013	Jhelam Valley	252.	Kupwara	(01)
				253.	Budgam	(02)
				254.	Baramulla	(08)
				255.	Bandipore	(09)
				256.	Srinagar	(10)
				257.	Ganderbal	(11)
				258.	Pulwama	(12)
				259.	Shopian	(13)
				260.	Anantnag	(14)
				261.	Kulgam	(15)
31.	Jharkhand	201	Ranchi Plateau	262.	Garhwa	(01)
	(20)			263.	Lohardaga	(11)
				264.	Purbi Singhbhum	(12)
				265.	Palamu	(13)
				266.	Latehar	(14)
				267.	Ranchi	(19)
				268.	Khunti	(20)
				269.	Gumla	(21)
				270.	Simdega	(22)
				271.	Pashchimi Singhbhum	(23)
				272.	Saraikela-Kharsawan	(24)
32.		202	Hazaribagh Plateau	273.	Chatra	(02)
				274.	Koderma	(03)
				275.	Giridih	(04)
				276.	Deoghar	(05)
				277.	Godda	(06)
				278.	Sahibganj	(07)
				279.	Pakur	(08)
				280.	Dhanbad	(09)
				281.	Bokaro	(10)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				282.	Hazaribagh	(15)
				283.	Ramgarh	(16)
				284.	Dumka	(17)
				285.	Jamtara	(18)
33.	Karnataka	291	Coastal & Ghats	286.	Uttara Kannada	(09)
	(29)			287.	Udupi	(15)
				288.	Dakshina Kannada	(21)
34.		292	Inland Eastern	289.	Shivamogga	(14)
				290.	Chikkamagaluru	(16)
				291.	Hassan	(20)
				292.	Kodagu	(22)
35.		293	Inland Southern	293.	Tumakuru	(17)
				294.	Bengaluru (Urban)	(18)
				295.	Mandya	(19)
				296.	Mysuru	(23)
				297.	Chamarajanagar	(24)
				298.	Kolar	(27)
				299.	Chikkaballapura	(28)
				300.	Bengaluru (Rural)	(29)
				301.	Ramanagara	(30)
36.		294	Inland Northern	302.	Belagavi	(01)
				303.	Bagalkote	(02)
				304.	Vijayapur	(03)
				305.	Bidar	(04)
				306.	Raichur	(05)
				307.	Koppal	(06)
				308.	Gadag	(07)
				309.	Dharwad	(08)
				310.	Haveri	(10)
				311.	Ballari	(11)
				312.	Chitradurga	(12)
				313.	Davanagere	(13)
				314.	Kalaburagi	(25)
				315.	Yadgir	(26)
				316.	Vijayanagara	(31)
37.	Kerala	321	Northern	317.	Kasaragod	(01)
	(32)			318.	Kannur	(02)
				319.	Wayanad	(03)
				320.	Kozhikode	(04)
				321.	Malappuram	(05)
				322.	Palakkad	(06)
38.		322	Southern	323.	Thrissur	(07)
				324.	Ernakulam	(08)
				325.	Idukki	(09)
				326.	Kottayam	(10)
				327.	Alappuzha	(11)
				328.	Pathanamthitta	(12)
				329.	Kollam	(13)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				330.	Thiruvananthapuram	(14)
39.	Ladakh	371	Ladakh	331.	Leh	(01)
	(37)			332.	Kargil	(02)
40.	Lakshadweep	311	Lakshadweep	333.	Lakshadweep	(01)
	(31)					
41.	Madhya	231	Vindhya	334.	Tikamgarh	(07)
	Pradesh			335.	Chhatarpur	(08)
	(23)			336.	Panna	(09)
				337.	Satna	(12)
				338.	Rewa	(13)
				339.	Umaria	(14)
				340.	Shahdol	(43)
				341.	Anuppur	(44)
				342.	Sidhi	(45)
				343.	Singrauli	(46)
				344.	Niwari	(51)
				345.	Mauganj	(54)
				346.	Maihar	(55)
42.		232	Central	347.	Sagar	(10)
				348.	Damoh	(11)
				349.	Vidisha	(26)
				350.	Bhopal	(27)
				351.	Sehore	(28)
				352.	Raisen	(29)
43.		233	Malwa	353.	Neemuch	(15)
				354.	Mandsaur	(16)
				355.	Ratlam	(17)
				356.	Ujjain	(18)
				357.	Shajapur	(19)
				358.	Dewas	(20)
				359.	Dhar	(21)
				360.	Indore	(22)
				361.	Rajgarh	(25)
				362.	Jhabua	(47)
				363.	Alirajpur	(48)
				364.	Agar Malwa	(52)
44.		234	South	365.	Katni	(33)
				366.	Jabalpur	(34)
				367.	Narsinghpur	(35)
				368.	Dindori	(36)
				369.	Mandla	(37)
				370.	Chhindwara	(38)
				371.	Seoni	(39)
				372.	Balaghat	(40)
				373.	Pandhurna	(53)
45.		235	South Western	374.	Khargone (West Nimar)	(23)
				375.	Barwani	(24)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				376.	Betul	(30)
				377.	Harda	(31)
				378.	Narmadapuram	(32)
				379.	Khandwa (East Nimar)	(49)
				380.	Burhanpur	(50)
46.		236	Northern	381.	Sheopur	(01)
				382.	Morena	(02)
				383.	Bhind	(03)
				384.	Gwalior	(04)
				385.	Datia	(05)
				386.	Shivpuri	(06)
				387.	Guna	(41)
				388.	Ashoknagar	(42)
47.	Maharashtra	271	Coastal	389.	Thane	(21)
	(27)			390.	Mumbai Suburban	(22)
				391.	Mumbai	(23)
				392.	Raigad	(24)
				393.	Ratnagiri	(32)
				394.	Sindhudurg	(33)
				395.	Palghar	(36)
48.		272	Inland Western	396.	Pune	(25)
				397.	Ahmednagar	(26)
				398.	Solapur	(30)
				399.	Satara	(31)
				400.	Kolhapur	(34)
				401.	Sangli	(35)
49.		273	Inland Northern	402.	Nandurbar	(01)
				403.	Dhule	(02)
				404.	Jalgaon	(03)
				405.	Nashik	(20)
50.		274	Inland Central	406.	Nanded	(15)
				407.	Hingoli	(16)
				408.	Parbhani	(17)
				409.	Jalna	(18)
				410.	Chhatrapati Sambhajinagar	(19)
				411.	Beed	(27)
				412.	Latur	(28)
				413.	Dharashiv	(29)
51.		275	Inland Eastern	414.	Buldhana	(04)
				415.	Akola	(05)
				416.	Washim	(06)
				417.	Amravati	(07)
				418.	Wardha	(08)
				419.	Nagpur	(09)
				420.	Yavatmal	(14)
52.		276	Eastern	421.	Bhandara	(10)
				422.	Gondia	(11)

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		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				423.	Gadchiroli	(12)
				424.	Chandrapur	(13)
53.	Manipur	141	Plains	425.	Bishnupur	(04)
	(14)			426.	Thoubal	(05)
				427.	Imphal West	(06)
				428.	Imphal East	(07)
				429.	Jiribam	(10)
				430.	Kakching	(13)
54.		142	Hills	431.	Senapati	(01)
				432.	Tamenglong	(02)
				433.	Churachandpur	(03)
				434.	Ukhrul	(08)
				435.	Chandel	(09)
				436.	Kangpokpi	(11)
				437.	Tengnoupal	(12)
55.	Meghalaya	171	Meghalaya	438.	West Garo Hills	(01)
	(17)			439.	East Garo Hills	(02)
				440.	South Garo Hills	(03)
				441.	West Khasi Hills	(04)
				442.	Ribhoi	(05)
				443.	East Khasi Hills	(06)
				444.	North Garo Hills	(08)
				445.	South West Garo Hills	(09)
				446.	South West Khasi Hills	(10)
				447.	West Jaintia Hills	(11)
				448.	East Jaintia Hills	(12)
				449.	Eastern West Khasi Hills	(13)
56.	Mizoram	151	Mizoram	450.	Mamit	(01)
	(15)			451.	Kolasib	(02)
				452.	Aizwal	(03)
				453.	Champhai	(04)
				454.	Serchhip	(05)
				455.	Lunglei	(06)
				456.	Lawngtlai	(07)
				457.	Saiha	(08)
				458.	Saitual	(09)
				459.	Hnahthial	(10)
				460.	Khawzawl	(11)
57.	Nagaland	131	Nagaland	461.	Mon	(01)
	(13)			462.	Mokokchung	(02)
				463.	Zunheboto	(03)
				464.	Wokha	(04)
				465.	Dimapur	(05)
				466.	Phek	(06)
				467.	Tuensang	(07)
				468.	Longleng	(08)
				469.	Kiphire	(09)
				470.	Kohima	(10)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				471.	Peren	(11)
				472.	Niuland	(12)
				473.	Chumukedima	(13)
				474.	Tseminyu	(14)
				475.	Noklak	(15)
				476.	Shamator	(16)
58.	Odisha	211	Coastal	477.	Baleshwar	(08)
	(21)			478.	Bhadrak	(09)
				479.	Kendrapara	(10)
				480.	Jagatsinghapur	(11)
				481.	Cuttack	(12)
				482.	Jajapur	(13)
				483.	Nayagarh	(16)
				484.	Khordha	(17)
				485.	Puri	(18)
59.		212	Southern	486.	Ganjam	(19)
				487.	Gajapati	(20)
				488.	Kandhamal	(21)
				489.	Baudh	(22)
				490.	Subarnapur	(23)
				491.	Balangir	(24)
				492.	Nuapada	(25)
				493.	Kalahandi	(26)
				494.	Rayagada	(27)
				495.	Nabarangpur	(28)
				496.	Koraput	(29)
				497.	Malkangiri	(30)
60.		213	Northern	498.	Bargarh	(01)
				499.	Jharsuguda	(02)
				500.	Sambalpur	(03)
				501.	Deogarh	(04)
				502.	Sundargarh	(05)
				503.	Kendujhar	(06)
				504.	Mayurbhanj	(07)
				505.	Dhenkanal	(14)
				506.	Anugul	(15)
61.	Puducherry	341	Puducherry	507.	Yanam	(01)
	(34)			508.	Puducherry	(02)
				509.	Mahe	(03)
				510.	Karaikal	(04)
62.	Punjab	031	Northern	511.	Gurdaspur	(01)
	(03)			512.	Kapurthala	(02)
				513.	Jalandhar	(03)
				514.	Hoshiarpur	(04)
				515.	Shahid Bhagat Singh Nagar	(05)
				516.	Amritsar	(15)
				517.	Tarn Taran	(16)
				518.	Rupnagar	(17)
				519.	Sahibzada Ajit Singh Nagar	(18)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				520.	Pathankot	(21)
63.		032	Southern	521.	Fatehgarh Sahib	(06)
				522.	Ludhiana	(07)
				523.	Moga	(08)
				524.	Ferozepur	(09)
				525.	Sri Muktsar Sahib	(10)
				526.	Faridkot	(11)
				527.	Bathinda	(12)
				528.	Mansa	(13)
				529.	Patiala	(14)
				530.	Sangrur	(19)
				531.	Barnala	(20)
				532.	Fazilka	(22)
				533.	Malerkotla	(23)
64.	Rajasthan	081	Western	534.	Bikaner	(03)
	(08)			535.	Jodhpur	(15)
				536.	Jaisalmer	(16)
				537.	Barmer	(17)
				538.	Jalore	(18)
				539.	Sirohi	(19)
				540.	Pali	(20)
				541.	Balotra	(44)
				542.	Phalodi	(48)
65.		082	North- Eastern	543.	Alwar	(06)
				544.	Bharatpur	(07)
				545.	Dholpur	(08)
				546.	Karauli	(09)
				547.	Sawai Madhopur	(10)
				548.	Dausa	(11)
				549.	Jaipur	(12)
				550.	Ajmer	(21)
				551.	Tonk	(22)
				552.	Bhilwara	(24)
				553.	Khairthal Tijara	(36)
				554.	Kotputli-Behror	(37)
				555.	Deeg	(38)
				556.	Beawar	(46)
66.		083	Southern	557.	Rajsamand	(25)
				558.	Dungarpur	(26)
				559.	Banswara	(27)
				560.	Udaipur	(32)
				561.	Salumber	(50)
67.		084	South- Eastern	562.	Bundi	(23)
				563.	Chittorgarh	(28)
				564.	Kota	(29)
				565.	Baran	(30)
				566.	Jhalawar	(31)
				567.	Pratapgarh	(33)

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		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
68.		085	Northern	568.	Sri Ganganagar	(01)
				569.	Hanumangarh	(02)
				570.	Churu	(04)
				571.	Jhunjhunu	(05)
				572.	Sikar	(13)
				573.	Nagaur	(14)
				574.	Didwana-Kuchaman	(42)
69.	Sikkim	111	Sikkim	575.	Mangan	(01)
	(11)			576.	Soreng	(02)
				577.	Namchi	(03)
				578.	Gangtok	(04)
				579.	Pakyong	(05)
				580.	Gyalshing	(06)
70.	Tamil Nadu	331	Coastal Northern	581.	Thiruvallur	(01)
	(33)			582.	Chennai	(02)
				583.	Kancheepuram	(03)
				584.	Vellore	(04)
				585.	Tiruvannamalai	(05)
				586.	Viluppuram	(06)
				587.	Cuddalore	(16)
				588.	Chengalpattu	(33)
				589.	Kallakurichi	(34)
				590.	Ranipet	(35)
				591.	Tirupathur	(36)
71.		332	Coastal	592.	Karur	(12)
				593.	Tiruchirappalli	(13)
				594.	Perambalur	(14)
				595.	Ariyalur	(15)
				596.	Nagapattinam	(17)
				597.	Thiruvarur	(18)
				598.	Thanjavur	(19)
				599.	Pudukkottai	(20)
				600.	Mayiladuthurai	(38)
72.		333	Southern	601.	Dindigul	(11)
				602.	Sivaganga	(21)
				603.	Madurai	(22)
				604.	Theni	(23)
				605.	Virudhunagar	(24)
				606.	Ramanathapuram	(25)
				607.	Thoothukudi	(26)
				608.	Tirunelveli	(27)
				609.	Kanniyakumari	(28)
				610.	Tenkasi	(37)
73.		334	Inland	611.	Salem	(07)
				612.	Namakkal	(08)
				613.	Erode	(09)
				614.	The Nilgiris	(10)
				615.	Dharmapuri	(29)
				616.	Krishnagiri	(30)

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		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				617.	Coimbatore	(31)
				618.	Tiruppur	(32)
74.	Telangana	361	Inland	619.	Adilabad	(01)
	(36)		North Western	620.	Kumuram Bheem Asifabad	(02)
				621.	Mancherial	(03)
				622.	Nirmal	(04)
				623.	Nizamabad	(05)
				624.	Kamareddy	(15)
				625.	Sangareddy	(16)
				626.	Medak	(17)
				627.	Siddipet	(18)
				628.	Medchal-Malkajgiri	(21)
				629.	Hyderabad	(22)
				630.	Rangareddy	(23)
				631.	Vikarabad	(24)
				632.	Mahbubnagar	(25)
				633.	Jogulamba Gadwal	(26)
				634.	Wanaparthy	(27)
				635.	Nagarkurnool	(28)
				636.	Narayanpet	(33)
75.		362	Inland North Eastern	637.	Jagtial	(06)
				638.	Peddapalli	(07)
				639.	Jayashankar Bhupalpally	(08)
				640.	Bhadradri Kothagudem	(09)
				641.	Mahabubabad	(10)
				642.	Warangal	(11)
				643.	Hanamkonda	(12)
				644.	Karimnagar	(13)
				645.	Rajanna Sircilla	(14)
				646.	Jangaon	(19)
				647.	Yadadri Bhuvanagiri	(20)
				648.	Nalgonda	(29)
				649.	Suryapet	(30)
				650.	Khammam	(31)
				651.	Mulugu	(32)
76.	Tripura	161	Tripura	652.	West Tripura	(01)
	(16)			653.	South Tripura	(02)
				654.	Dhalai	(03)
				655.	North Tripura	(04)
				656.	Unakoti	(05)
				657.	Khowai	(06)
				658.	Sepahijala	(07)
				659.	Gomati	(08)
77.	Uttarakhand	051	Uttarakhand	660.	Uttarkashi	(01)
	(05)			661.	Chamoli	(02)
				662.	Rudraprayag	(03)
				663.	Tehri Garhwal	(04)
				664.	Dehradun	(05)
				665.	Pauri Garhwal	(06)

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		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				666.	Pithoragarh	(07)
				667.	Bageshwar	(08)
				668.	Almora	(09)
				669.	Champawat	(10)
				670.	Nainital	(11)
				671.	Udham Singh Nagar	(12)
				672.	Haridwar	(13)
78.	Uttar Pradesh	091	Northern Upper	673.	Saharanpur	(01)
	(09)		Ganga Plains	674.	Muzaffarnagar	(02)
				675.	Bijnor	(03)
				676.	Moradabad	(04)
				677.	Rampur	(05)
				678.	Shamli	(72)
				679.	Sambhal	(74)
79.		092	Central	680.	Amroha	(06)
				681.	Meerut	(07)
				682.	Baghpat	(08)
				683.	Ghaziabad	(09)
				684.	Gautam Buddha Nagar	(10)
				685.	Sitapur	(23)
				686.	Hardoi	(24)
				687.	Unnao	(25)
				688.	Lucknow	(26)
				689.	Rae Bareli	(27)
				690.	Kanpur Dehat	(32)
				691.	Kanpur Nagar	(33)
				692.	Fatehpur	(41)
				693.	Bara Banki	(45)
				694.	Hapur	(73)
				695.	Amethi	(75)
80.		093	Eastern	696.	Pratapgarh	(42)
				697.	Kaushambi	(43)
				698.	Prayagraj	(44)
				699.	Ayodhya	(46)
				700.	Ambedkar Nagar	(47)
				701.	Sultanpur	(48)
				702.	Bahraich	(49)
				703.	Shrawasti	(50)
				704.	Balrampur	(51)
				705.	Gonda	(52)
				706.	Siddharthnagar	(53)
				707.	Basti	(54)
				708.	Sant Kabir Nagar	(55)
				709.	Maharajganj	(56)
				710.	Gorakhpur	(57)
				711.	Kushinagar	(58)
				712.	Deoria	(59)
				713.	Azamgarh	(60)
				714.	Mau	(61)
				715.	Ballia	(62)
				716.	Jaunpur	(63)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				717.	Ghazipur	(64)
				718.	Chandauli	(65)
				719.	Varanasi	(66)
				720.	Sant Ravidas Nagar (Bhadohi)	(67)
				721.	Mirzapur	(68)
				722.	Sonbhadra	(69)
				691.	Amethi	(75)
81.		094	Southern	723.	Jalaun	(34)
				724.	Jhansi	(35)
				725.	Lalitpur	(36)
				726.	Hamirpur	(37)
				727.	Mahoba	(38)
				728.	Banda	(39)
				729.	Chitrakoot	(40)
82.		095	Southern Upper	730.	Bulandshahr	(11)
			Ganga Plains	731.	Aligarh	(12)
				732.	Hathras	(13)
				733.	Mathura	(14)
				734.	Agra	(15)
				735.	Firozabad	(16)
				736.	Mainpuri	(17)
				737.	Budaun	(18)
				738.	Bareilly	(19)
				739.	Pilibhit	(20)
				740.	Shahjahanpur	(21)
				741.	Kheri	(22)
				742.	Farrukhabad	(28)
				743.	Kannauj	(29)
				744.	Etawah	(30)
				745.	Auraiya	(31)
				746.	Etah	(70)
				747.	Kasganj	(71)
				675.	Sambhal	(74)
83.	West Bengal	191	Himalayan	748.	Darjeeling	(01)
	(19)			749.	Jalpaiguri	(02)
				750.	Cooch Behar	(03)
				751.	Alipurduar	(20)
				752.	Kalimpong	(21)
84.		192	Eastern Plains	753.	Uttar Dinajpur	(04)
				754.	Dakshin Dinajpur	(05)
				755.	Malda	(06)
				756.	Murshidabad	(07)
				757.	Birbhum	(08)
				758.	Nadia	(10)
85.		193	Southern Plains	759.	North Twenty Four Parganas	(11)
				760.	Kolkata	(16)
				761.	South Twenty Four Parganas	(17)
86.		194	Central Plains	762.	Purba Bardhaman	(09)

Sl. No.	State / U.T. (Code)	NSS Region		Detailed Composition of Region		
		Code	Description	Sl. No.	Name of District	Code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				763.	Hooghly	(12)
				764.	Howrah	(15)
				765.	Paschim Bardhaman	(23)
87.		195	Western Plains	766.	Bankura	(13)
				767.	Purulia	(14)
				768.	Paschim Medinipur	(18)
				769.	Purba Medinipur	(19)
				770.	Jhargram	(22)

APPENDIX - II

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.	Y.S.R. (Cuddapah)	10	Andhra Pradesh (28)
					2.	Chittoor	13	
					3.	Annamayya	17	
					4.	Tirupathi	16	
		2.	Anantapur	2811	5.	Ananthapuramu	12	
					6.	Sri Satya Sai	19	
		3.	Guntur	2812	7.	Guntur	07	
					8.	Palnadu	14	
					9.	Bapatla	15	
		4.	Kurnool	2813	10.	Kurnool	11	
					11.	Nandyal	18	
		5.	Nellore	2814	12.	Prakasam	08	
					13.	Sri Potti Sriramulu Nellore	09	
2.	Vijayawada (282)	10.	Vijayawada	2820	14.	West Godavari	05	Andhra Pradesh (28)
					15.	Krishna	06	
					16.	Eluru	23	
					17.	Ntr	26	
		11.	Kakinada	2821	18.	East Godavari	04	
					19.	Dr. Br Ambedkar Konaseema	22	
					20.	Kakinada	24	
					21.	Yanam	01	Puducherry (34)
		12.	Visakhapatnam	2822	22.	Srikakulam	01	Andhra Pradesh (28)
					23.	Vizianagaram	02	
					24.	Visakhapatnam	03	
					25.	Alluri Sitharama Raju	20	
					26.	Anakapalli	21	
					27.	Parvathipuram Manyam	25	

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)
3.	Guwahati (181)	13.	Guwahati	1810	28.	Kokrajhar	01	Assam (18)
					29.	Dhubri	02	
					30.	Goalpara	03	
					31.	Barpeta	04	
					32.	Bongaigaon	20	
					33.	Chirang	21	
					34.	Kamrup	22	
					35.	Kamrup Metropolitan	23	
					36.	Nalbari	24	
					37.	Baksa	25	
					38.	South Salma Mankachar	31	
					39.	Tamulpur	34	
					40.	Bajali	35	
		14.	Silchar	1811	41.	Karbi Anglong	15	
					42.	Dima Hasao	16	
					43.	Cachar	17	
					44.	Karimganj	18	
					45.	Hailakandi	19	
					46.	West Karbi anglong	29	
4.	Dibrugarh (182)	15.	Dibrugarh	1820	47.	Tinsukia	10	Assam (18)
					48.	Dibrugarh	11	
		16.	Jorhat	1821	49.	Morigaon	05	
					50.	Nagaon	06	
					51.	Sivasagar	12	
					52.	Jorhat	13	
					53.	Golaghat	14	
					54.	Hojai	28	
					55.	Charaideo	30	
					56.	Majuli	33	
		17.	Tezpur	1822	57.	Sonitpur	07	
					58.	Lakhimpur	08	

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)**
					59.	Dhemaji	09	
					60.	Darrang	26	Assam (18)
					61.	Udalguri	27	
					62.	Biswanath	32	
5.	Muzaffarpur (101)	18.	Muzaffarpur	1010	63.	Sheohar	03	Bihar (10)
					64.	Sitamarhi	04	
					65.	Muzaffarpur	14	
					66.	Saran	17	
					67.	Vaishali	18	
		19.	Darbhanga	1011	68.	Madhubani	05	
					69.	Darbhanga	13	
					70.	Samastipur	19	
					71.	Begusarai	20	
		20.	Motihari	1012	72.	Pashchim Champaran	01	
					73.	Purba Champaran	02	
					74.	Gopalganj	15	
					75.	Siwan	16	
		21.	Purnia	1013	76.	Supaul	06	
					77.	Araria	07	
					78.	Kishanganj	08	
					79.	Purnia	09	
					80.	Katihar	10	
					81.	Madhepura	11	
					82.	Saharsa	12	
					83.	Khagaria	21	
6.	Patna (102)	22.	Patna	1020	84.	Nalanda	27	Bihar (10)
					85.	Patna	28	
					86.	Bhojpur	29	
					87.	Buxar	30	
					88.	Kaimur (Bhabua)	31	

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)**
					89.	Rohtas	32	
		23.	Bhagalpur	1021	90.	Bhagalpur	22	Bihar (10)
					91.	Banka	23	
					92.	Munger	24	
					93.	Lakhisarai	25	
					94.	Sheikhpura	26	
					95.	Jamui	36	
		24.	Gaya	1022	96.	Aurangabad	33	
					97.	Gaya	34	
					98.	Nawada	35	
					99.	Jehanabad	37	
					100.	Arwal	38	
7.	Raipur (221)	25.	Raipur	2210	101.	Raipur	11	Chhattisgarh (22)
					102.	Mahasamund	12	
					103.	Dhamtari	13	
					104.	Uttar Bastar Kanker	14	
					105.	Bastar	15	
					106.	Narayanpur	16	
					107.	Dakshin Bastar Dantewada	17	
					108.	Bijapur	18	
					109.	Balodabazar-Bhatapara	19	
					110.	Gariyaband	20	
					111.	Kondagaon	21	
					112.	Sukma	22	
		26.	Ambikapur	2211	113.	Korea	01	
					114.	Surguja	02	
					115.	Jashpur	03	
					116.	Surajpur	26	
					117.	Balrampur-Ramanujganj	27	
					118.	Manendragarh-Chirmiri-Bharat	28	
		27.	Bilaspur	2212	119.	Raigarh	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)**
					120.	Korba	05	
					121.	Janjgir-Champa	06	Chhattisgarh (22)
					122.	Bilaspur	07	
					123.	Mungeli	25	
					124.	Sarangarh-Bilaigarh	29	
					125.	Sakti	30	
					126.	Gaurella-Pendra-Marwahi	31	
					127.	Khairagarh-Chhuikhad	32	
		28.	Durg	2213	128.	Kabeerdham	08	
					129.	Rajnandgaon	09	
					130.	Durg	10	
					131.	Bemetara	23	
					132.	Balod	24	
					133.	Mohla-Manpur-Ambagar	33	
8.	Ahmedabad (241)	29.	Ahmedabad	2410	134.	Gandhinagar	06	Gujarat (24)
					135.	Ahmadabad	07	
		30.	Bhavnagar	2411	136.	Amreli	13	
					137.	Bhavnagar	14	
					138.	Botad	28	
					139.	Diu	01	D & N Haveli and Daman & Diu (25)
		31.	Jamnagar	2412	140.	Jamnagar	10	Gujarat (24)
					141.	Porbandar	11	
					142.	Devbhumi Dwarka	30	
		32.	Rajkot	2413	143.	Rajkot	09	
					144.	Junagadh	12	
					145.	Gir Somnath	31	
					146.	Morbi	33	
		33.	Surendranagar	2414	147.	Kachchh	01	
					148.	Surendranagar	08	
9.	Vadodara (242)	34.	Vadodara	2420	149.	Panch Mahals	17	Gujarat

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)**
					150.	Dohad	18	(24)
					151.	Vadodara	19	Gujarat (24)
					152.	Narmada	20	
					153.	Bharuch	21	
					154.	Chhota Udepur	29	
					155.	Mahisagar	32	
		35.	Mahesana	2421	156.	Banas Kantha	02	
					157.	Patan	03	
					158.	Mahesana	04	
		36.	Nadiad	2422	159.	Sabar Kantha	05	
					160.	Anand	15	
					161.	Kheda	16	
					162.	Arvalli	27	
		37.	Surat	2423	163.	Dang	22	
					164.	Surat	25	
					165.	Tapi	26	
		38.	Valsad	2424	166.	Navsari	23	
					167.	Valsad	24	
					168.	Daman	02	D & N Haveli and Daman & Diu (25)
					169.	Dadra & Nagar Haveli	03	
10.	Panaji (301)	39.	Panaji	3010	170.	North Goa	01	Goa (30)
					171.	South Goa	02	
11.	Chandigarh (061)	40.	Chandigarh	0610	172.	Chandigarh	01	Chandigarh (04)
					173.	Panchkula	01	Haryana (06)
		41.	Ambala	0611	174.	Ambala	02	
					175.	Yamunanagar	03	
					176.	Kurukshetra	04	
					177.	Kaithal	05	
		42.	Hisar	0612	178.	Fatehabad	10	
					179.	Sirsa	11	

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)**
					180.	Hisar	12	
					181.	Bhiwani	13	Haryana (06)
					182.	Charkhi Dadri	22	
		43.	Karnal	0613	183.	Karnal	06	
					184.	Panipat	07	
					185.	Sonipat	08	
					186.	Jind	09	
		44.	Rohtak	0614	187.	Rohtak	14	
					188.	Jhajjar	15	
					189.	Mahendragarh	16	
					190.	Rewari	17	
		45.	Faridabad	0615	191.	Gurugram	18	
					192.	Nuh (Mewat)	19	
					193.	Faridabad	20	
					194.	Palwal	21	
12.	Shimla (021)	46.	Shimla	0210	195.	Solan	09	Himachal Pradesh (02)
					196.	Sirmaur	10	
					197.	Shimla	11	
					198.	Kinnaur	12	
		47.	Hamirpur	0211	199.	Hamirpur	06	
					200.	Una	07	
					201.	Bilaspur	08	
		48.	Dharamshala	0212	202.	Chamba	01	
					203.	Kangra	02	
		49.	Mandi	0213	204.	Lahul & Spiti	03	
					205.	Kullu	04	
					206.	Mandi	05	
13.	Jammu (011)	50.	Jammu	0110	207.	Poonch	05	Jammu & Kashmir (01)
					208.	Rajouri	06	
					209.	Kathua	07	

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)**
					210.	Jammu	21	
					211.	Samba	22	Jammu & Kashmir (01)
		51.	Udhampur	0111	212.	Doda	16	
					213.	Ramban	17	
					214.	Kishtwar	18	
					215.	Udhampur	19	
					216.	Reasi	20	
14.	Srinagar (012)	52.	Srinagar	0120	217.	Budgam	02	Jammu & Kashmir (01)
					218.	Srinagar	10	
					219.	Ganderbal	11	
					220.	Leh	01	Ladakh (37)
					221.	Kargil	02	
		53.	Anantnag	0121	222.	Pulwama	12	Jammu & Kashmir (01)
					223.	Shopian	13	
					224.	Anantnag	14	
					225.	Kulgam	15	
		54.	Baramula	0122	226.	Kupwara	01	
					227.	Baramulla	08	
					228.	Bandipore	09	
15.	Ranchi (201)	55.	Ranchi	2010	229.	Lohardaga	11	Jharkhand (20)
					230.	Ranchi	19	
					231.	Khunti	20	
					232.	Gumla	21	
					233.	Simdega	22	
		56.	Dumka	2011	234.	Deoghar	05	
					235.	Godda	06	
					236.	Sahibganj	07	
					237.	Pakur	08	
					238.	Dumka	17	
		57.	Hazaribagh	2012	239.	Chatra	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)**
					240.	Koderma	03	
					241.	Hazaribagh	15	
					242.	Ramgarh	16	
		58.	Jamshedpur	2013	243.	Purbi Singhbhum	12	
					244.	Pashchimi Singhbhum	23	
					245.	Saraikela-Kharsawan	24	
		59.	Daltonganj	2014	246.	Garhwa	01	Jharkhand (20)
					247.	Palamu	13	
					248.	Latehar	14	
		60.	Dhanbad	2015	249.	Giridih	04	
					250.	Dhanbad	09	
					251.	Bokaro	10	
					252.	Jamtara	18	
16.	Bangalore (291)	61.	Bangalore	2910	253.	Tumakuru	17	
					254.	Bengaluru (Urban)	18	
					255.	Kolar	27	
					256.	Chikkaballapura	28	
					257.	Bengaluru (Rural)	29	
					258.	Ramanagara	30	
		62.	Mangalore	2911	259.	Udupi	15	
					260.	Hassan	20	Karnataka (29)
					261.	Dakshina Kannada	21	
					262.	Kodagu	22	
		63.	Mysore	2912	263.	Mandya	19	
					264.	Mysuru	23	
					265.	Chamarajanagar	24	
		64.	Shimoga	2913	266.	Shivamogga	14	
					267.	Chikkamagaluru	16	
17.	Hubli (292)	65.	Hubli	2920	268.	Gadag	07	Karnataka (29)
					269.	Dharwad	08	

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)**
					270.	Uttara Kannada	09	
					271.	Haveri	10	Karnataka (29)
					272.	Davanagere	13	
		66.	Belgaum	2921	273.	Belagavi	01	
					274.	Bagalkote	02	
					275.	Vijayapura	03	
		67.	Bellary	2922	276.	Raichur	05	
					277.	Koppal	06	
					278.	Ballari	11	
					279.	Chitradurga	12	
					280.	Vijayanagara	31	
		68.	Gulbarga	2923	281.	Bidar	04	
					282.	Kalaburagi	25	
					283.	Yadgir	26	
18.	Kozhikode (321)	69.	Kozhikode	3210	284.	Wayanad	03	Kerala (32)
					285.	Kozhikode	04	
					286.	Malappuram	05	
					287.	Mahe	03	Puducherry (34)
		70.	Kannur	3211	288.	Kasaragod	01	Kerala (32)
					289.	Kannur	02	
		71.	Palakkad	3212	290.	Palakkad	06	
		72.	Thrissur	3213	291.	Thrissur	07	
19.	Thiruvananthapuram (322)	73.	Thiruvananthapuram	3220	292.	Thiruvananthapuram	14	Kerala (32)
		74.	Kochi	3221	293.	Ernakulam	08	
					294.	Lakshadweep	01	Lakshadweep (31)
		75.	Kollam	3222	295.	Alappuzha	11	Kerala (32)
					296.	Pathanamthitta	12	
					297.	Kollam	13	
		76.	Kottayam	3223	298.	Idukki	09	
					299.	Kottayam	10	

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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.	Bhopal	2310	300.	Vidisha	26	Madhya Pradesh (23)
					301.	Bhopal	27	
					302.	Sehore	28	
					303.	Raisen	29	
					304.	Narmadapuram	32	
		78.	Chhindwara	2311	305.	Betul	30	
					306.	Harda	31	
					307.	Chhindwara	38	
					308.	Balaghat	40	
					309.	Pandhurna	53	
		79.	Indore	2312	310.	Dhar	21	
					311.	Indore	22	
		80.	Khandwa	2313	312.	Khargone (West Nimar)	23	
					313.	Barwani	24	
					314.	Khandwa (East Nimar)	49	
					315.	Burhanpur	50	
21.	Gwalior (232)	81.	Gwalior	2320	316.	Sheopur	01	Madhya Pradesh (23)
					317.	Morena	02	
					318.	Bhind	03	
					319.	Gwalior	04	
					320.	Datia	05	
		82.	Ratlam	2321	321.	Neemuch	15	
					322.	Mandsaur	16	
					323.	Ratlam	17	
					324.	Jhabua	47	
					325.	Alirajpur	48	
		83.	Shivpuri	2322	326.	Shivpuri	06	
					327.	Tikamgarh	07	
					328.	Chhatarpur	08	
					329.	Guna	41	

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)**
					330.	Ashoknagar	42	
					331.	Niwari	51	Madhya Pradesh (23)
		84.	Ujjain	2323	332.	Ujjain	18	
					333.	Shajapur	19	
					334.	Dewas	20	
					335.	Rajgarh	25	
					336.	Agar Malwa	52	
22.	Jabalpur (233)	85.	Jabalpur	2330	337.	Katni	33	Madhya Pradesh (23)
					338.	Jabalpur	34	
					339.	Dindori	36	
					340.	Mandla	37	
		86.	Rewa	2331	341.	Panna	09	
					342.	Satna	12	
					343.	Rewa	13	
					344.	Umaria	14	
					345.	Shahdol	43	
					346.	Anuppur	44	
					347.	Sidhi	45	
					348.	Singrauli	46	
					349.	Mauganj	54	
					350.	Maihar	55	
		87.	Sagar	2332	351.	Sagar	10	
					352.	Damoh	11	
					353.	Narsinghpur	35	
					354.	Seoni	39	
23.	Aurangabad (271)	88.	Aurangabad	2710	355.	Jalna	18	Maharashtra (27)
					356.	Chhatrapati Sambhajinagar	19	
					357.	Beed	27	
		89.	Jalgaon	2711	358.	Nandurbar	01	
					359.	Dhule	02	

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Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					360.	Jalgaon	03	
		90.	Nanded	2712	361.	Nanded	15	Maharashtra (27)
					362.	Hingoli	16	
					363.	Parbhani	17	
					364.	Latur	28	
		91.	Nashik	2713	365.	Nashik	20	
24.	Mumbai (272)	92.	Mumbai	2720	366.	Mumbai Suburban	22	Maharashtra (27)
					367.	Mumbai	23	
		93.	Thane	2721	368.	Thane	21	
					369.	Raigad	24	
					370.	Palghar	36	
25.	Nagpur (273)	94.	Nagpur	2730	371.	Wardha	08	Maharashtra (27)
					372.	Nagpur	09	
					373.	Bhandara	10	
					374.	Gondia	11	
					375.	Gadchiroli	12	
					376.	Chandrapur	13	
		95.	Akola	2731	377.	Buldhana	04	
					378.	Akola	05	
					379.	Washim	06	
		96.	Amravati	2732	380.	Amravati	07	
					381.	Yavatmal	14	
26.	Pune (274)	97.	Pune	2740	382.	Pune	25	Maharashtra (27)
					383.	Ahmednagar	26	
					384.	Satara	31	
					385.	Ratnagiri	32	
		98.	Kolhapur	2741	386.	Sindhudurg	33	
					387.	Kolhapur	34	
					388.	Sangli	35	

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(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
		99.	Solapur	2742	389.	Dharashiv	29	
					390.	Solapur	30	Maharashtra (27)
27.	Shillong (171)	100.	Shillong	1710	391.	West Khasi Hills	04	
					392.	Ribhoi	05	
					393.	East Khasi Hills	06	
					394.	South West Khasi Hills	10	Meghalaya (17)
					395.	West Jaintia Hills	11	
					396.	East Jaintia Hills	12	
					397.	Eastern West Khasi Hills	13	
		101.	Tura	1711	398.	West Garo Hills	01	
					399.	East Garo Hills	02	Meghalaya (17)
					400.	South Garo Hills	03	
					401.	North Garo Hills	08	
					402.	South West Garo Hills	09	
28.	Aizawl (151)	102.	Mizoram	1510	403.	Mamit	01	
					404.	Kolasib	02	
					405.	Aizwal	03	
					406.	Champhai	04	
					407.	Serchhip	05	
					408.	Lunglei	06	Mizoram (15)
					409.	Lawnglai	07	
					410.	Saiha	08	
					411.	Saitual	09	
					412.	Hnahthial	10	
					413.	Khawzawl	11	
29.	Agartala (161)	103.	Agartala	1712	414.	West Tripura	01	
					415.	South Tripura	02	Tripura (16)
					416.	Dhalai	03	

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(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					417.	North Tripura	04	
					418.	Unakoti	05	
					419.	Khowai	06	
					420.	Sephijala	07	
					421.	Gomati	08	Tripura (16)
30.	Kohima (131)	104.	Kohima	1310	422.	Mon	01	
					423.	Mokokchung	02	
					424.	Zunheboto	03	
					425.	Wokha	04	
					426.	Dimapur	05	
					427.	Phek	06	
					428.	Tuensang	07	
					429.	Longleng	08	
					430.	Kiphire	09	Nagaland (13)
					431.	Kohima	10	
					432.	Peren	11	
					433.	Niuland	12	
					434.	Chumukedima	13	
					435.	Tseminyu	14	
					436.	Noklak	15	
					437.	Shamator	16	
31.	Bhubaneswar (211)	105.	Bhubaneswar	2110	438.	Nayagarh	16	
					439.	Khordha	17	
					440.	Puri	18	
		106.	Baripada	2111	441.	Kendujhar	06	
					442.	Mayurbhanj	07	Odisha (21)
					443.	Baleshwar	08	
		107.	Berhampur	2112	444.	Ganjam	19	
					445.	Gajapati	20	
					446.	Kandhamal	21	

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Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					447.	Baudh	22	
		108.	Cuttack	2113	448.	Bhadrak	09	
					449.	Kendrapara	10	
					450.	Jagatsinghapur	11	
					451.	Cuttack	12	Odisha (21)
					452.	Jajapur	13	
					453.	Dhenkanal	14	
					454.	Anugul	15	
32.	Sambalpur (212)	109.	Sambalpur	2120	455.	Bargarh	01	Odisha (21)
					456.	Jharsuguda	02	
					457.	Sambalpur	03	
					458.	Deogarh	04	
					459.	Sundargarh	05	
					460.	Subarnapur	23	
					461.	Balangir	24	
		110.	Bhawanipatna	2121	462.	Nuapada	25	
					463.	Kalahandi	26	
					464.	Rayagada	27	
					465.	Nabarangapur	28	
					466.	Koraput	29	
					467.	Malkangiri	30	
33.	Jalandhar (031)	111.	Jalandhar	0310	468.	Kapurthala	02	Punjab (03)
					469.	Jalandhar	03	
					470.	Shahid Bhagat Singh Nagar	05	
					471.	Pathankot	21	
		112.	Amritsar	0311	472.	Gurdaspur	01	
					473.	Amritsar	15	
		113.	Hoshiarpur	0312	474.	Hoshiarpur	04	
					475.	Tarn Taran	16	

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(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
34.	Mohali (032)	114.	Mohali	0320	476.	Fatehgarh Sahib	06	Punjab (03)
					477.	Patiala	14	
					478.	Rupnagar	17	
					479.	Sahibzada Ajit Singh Nagar	18	Punjab (03)
		115.	Ludhiana	0321	480.	Ludhiana	07	
					481.	Sangrur	19	
					482.	Barnala	20	
					483.	Malerkotla	23	
		116.	Bhatinda	0322	484.	Sri Muktsar Sahib	10	
					485.	Bathinda	12	
					486.	Mansa	13	
		117.	Faridkot	0323	487.	Moga	08	
					488.	Ferozepur	09	
					489.	Faridkot	11	
					490.	Fazilka	22	
35.	Ajmer (081)	118.	Ajmer	0810	491.	Nagaur	14	Rajasthan (08)
					492.	Ajmer	21	
					493.	Bhilwara	24	
					494.	Didwana-Kuchaman	42	
					495.	Beawar	46	
		119.	Jodhpur	0811	496.	Jodhpur	15	
					497.	Jaisalmer	16	
					498.	Barmer	17	
					499.	Jalore	18	
					500.	Pali	20	
					501.	Balotra	44	
					502.	Phalodi	48	
		120.	Udaipur	0812	503.	Sirohi	19	
					504.	Rajsamand	25	
					505.	Dungarpur	26	
					506.	Banswara	27	

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Sl No	Name (Code)	Sl No	Name	Code	Sl No	Name	Code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					507.	Chittorgarh	28	
					508.	Udaipur	32	
					509.	Pratapgarh	33	
					510.	Salumber	50	Rajasthan (08)
36.	Jaipur (082)	121.	Jaipur	0820	511.	Churu	04	Rajasthan (08)
					512.	Jhunjhunu	05	
					513.	Dausa	11	
					514.	Jaipur	12	
					515.	Sikar	13	
					516.	Tonk	22	
		122.	Alwar	0821	517.	Alwar	06	
					518.	Bharatpur	07	
					519.	Dholpur	08	
					520.	Khairthal Tijara	36	
					521.	Kotputli-Behror	37	
					522.	Deeg	38	
		123.	Sri Ganganagar	0822	523.	Sri Ganganagar	01	
					524.	Hanumangarh	02	
					525.	Bikaner	03	
		124.	Kota	0823	526.	Karauli	09	
					527.	Sawai Madhopur	10	
					528.	Bundi	23	
					529.	Kota	29	
					530.	Baran	30	
					531.	Jhalawar	31	
37.	Gangtok (111)	125.	Gangtok	1110	532.	Mangan	01	Sikkim (11)
					533.	Gyalshing	06	
					534.	Soreng	02	
					535.	Namchi	03	
					536.	Gangtok	04	

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(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					537.	Pakyong	05	
38.	Coimbatore (331)	126.	Coimbatore	3310	538.	Erode	09	Tamil Nadu (33)
					539.	The Nilgiris	10	Tamil Nadu (33)
					540.	Coimbatore	31	
					541.	Tiruppur	32	
		127.	Dharmapuri	3311	542.	Dharmapuri	29	
					543.	Krishnagiri	30	
		128.	Salem	3312	544.	Salem	07	
					545.	Namakkal	08	
		129.	Tiruchirappalli	3313	546.	Karur	12	
					547.	Tiruchirappalli	13	
					548.	Perambalur	14	
					549.	Ariyalur	15	
					550.	Pudukkottai	20	
39.	Chennai (332)	130.	Chennai	3320	551.	Thiruvallur	01	Tamil Nadu (33)
					552.	Chennai	02	
					553.	Kancheepuram	03	
					554.	Chengalpattu	33	
		131.	Cuddalore	3321	555.	Viluppuram	06	
					556.	Cuddalore	16	
					557.	Kallakurichi	34	
		132.	Vellore	3322	558.	Vellore	04	
					559.	Tiruvannamalai	05	
					560.	Ranipet	35	
					561.	Tirupathur	36	
		133.	Puducherry	3323	562.	Puducherry	02	Puducherry (34)
					563.	Karaikal	04	
40.	Madurai (333)	134.	Madurai	3330	564.	Dindigul	11	Tamil Nadu (33)
					565.	Madurai	22	

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(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					566.	Theni	23	
		135.	Thanjavur	3331	567.	Nagapattinam	17	
					568.	Thiruvarur	18	
					569.	Thanjavur	19	Tamil Nadu (33)
					570.	Mayiladuthurai	38	
		136.	Tirunelveli	3332	571.	Thoothukudi	26	
					572.	Tirunelveli	27	
					573.	Kanniyakumari	28	
					574.	Tenkasi	33	
		137.	Virudhunagar	3333	575.	Sivaganga	21	
					576.	Virudhunagar	24	
					577.	Ramanathapuram	25	
41.	Hyderabad (361)	138.	Hyderabad	3610	578.	Yadadri Bhuvanagiri	20	Telangana (36)
					579.	Medchal-Malkajgiri	21	
					580.	Hyderabad	22	
					581.	Rangareddy	23	
					582.	Vikarabad	24	
					583.	Mahbubnagar	25	
					584.	Jogulamba Gadwal	26	
					585.	Wanaparthy	27	
					586.	Nagarkurnool	28	
					587.	Nalgonda	29	
					588.	Suryapet	30	
					589.	Narayanpet	33	
		139.	Karimnagar	3611	590.	Jagtial	06	
					591.	Peddapalli	07	
					592.	Karimnagar	13	
					593.	Rajanna Sircilla	14	
					594.	Sangareddy	16	
					595.	Medak	17	
					596.	Siddipet	18	

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Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
		140.	Nizamabad	3612	597.	Adilabad	01	
					598.	Kumuram Bheem Asifabad	02	
					599.	Mancherial	03	
					600.	Nirmal	04	Telangana (36)
					601.	Nizamabad	05	
					602.	Kamareddy	15	
		141.	Warangal	3613	603.	Jayashankar Bhupalpally	08	
					604.	Bhadradri Kothagudem	09	
					605.	Mahabubabad	10	
					606.	Warangal	11	
					607.	Hanamkonda	12	
					608.	Jangaon	19	
					609.	Khammam	31	
					610.	Mulugu	32	
42.	Dehradun (051)	142.	Dehradun	0510	611.	Uttarkashi	01	Uttarakhand (05)
					612.	Chamoli	02	
					613.	Rudraprayag	03	
					614.	Tehri Garhwal	04	
					615.	Dehradun	05	
					616.	Pauri Garhwal	06	
					617.	Haridwar	13	
		143.	Almora	0511	618.	Pithoragarh	07	
					619.	Bageshwar	08	
					620.	Almora	09	
					621.	Champawat	10	
					622.	Nainital	11	
					623.	Udham Singh Nagar	12	
43.	Agra (091)	144.	Agra	0910	624.	Mathura	14	Uttar Pradesh (09)
					625.	Agra	15	
					626.	Firozabad	16	
					627.	Mainpuri	17	

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Sl No	**Name (Code)**	**Sl No**	**Name**	**Code**	**Sl No**	**Name**	**Code**	
(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					628.	Farrukhabad	28	
					629.	Kannauj	29	
					630.	Etawah	30	
					631.	Auraiya	31	
		145.	Aligarh	0911	632.	Bulandshahr	11	
					633.	Aligarh	12	
					634.	Hathras	13	
					635.	Etah	70	
					636.	Kasganj	71	Uttar Pradesh (09)
		146.	Meerut	0912	637.	Meerut	07	
					638.	Baghpat	08	
					639.	Ghaziabad	09	
					640.	Gautam Buddha Nagar	10	
					641.	Hapur	73	
44.	Allahabad (092)	147.	Allahabad	0920	642.	Pratapgarh	42	
					643.	Kaushambi	43	
					644.	Prayagraj	44	
		148.	Azamgarh	0921	645.	Azamgarh	60	
					646.	Mau	61	
					647.	Ballia	62	
					648.	Jaunpur	63	
		149.	Faizabad	0922	649.	Ayodhya	46	
					650.	Ambedkar Nagar	47	Uttar Pradesh (09)
					651.	Sultanpur	48	
					652.	Siddharthnagar	53	
					653.	Basti	54	
					654.	Amethi	75	
		150.	Gorakhpur	0923	655.	Sant Kabir Nagar	55	
					656.	Mahrajganj	56	
					657.	Gorakhpur	57	
					658.	Kushinagar	58	

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(1)	**(2)**	**(3)**	**(4)**	**(5)**	**(6)**	**(7)**	**(8)**	**(9)**
					659.	Deoria	59	
		151.	Varanasi	0924	660.	Ghazipur	64	
					661.	Chandauli	65	
					662.	Varanasi	66	Uttar Pradesh (09)
					663.	Sant Ravidas Nagar (Bhadohi)	67	
					664.	Mirzapur	68	
					665.	Sonbhadra	69	
45.	Bareilly (093)	152.	Bareilly	0930	666.	Budaun	18	Uttar Pradesh (09)
					667.	Bareilly	19	
					668.	Pilibhit	20	
					669.	Shahjahanpur	21	
		153.	Moradabad	0931	670.	Bijnor	03	
					671.	Moradabad	04	
					672.	Rampur	05	
					673.	Amroha	06	
					674.	Sambhal	74	
		154.	Saharanpur	0932	675.	Saharanpur	01	
					676.	Muzaffarnagar	02	
					677.	Shamli	72	
		155.	Sitapur	0933	678.	Kheri	22	
					679.	Sitapur	23	
					680.	Hardoi	24	
46.	Lucknow (094)	156.	Lucknow	0940	681.	Unnao	25	Uttar Pradesh (09)
					682.	Lucknow	26	
					683.	Bara Banki	45	
		157.	Fatehpur	0941	684.	Rae Bareli	27	
					685.	Banda	39	
					686.	Chitrakoot	40	
					687.	Fatehpur	41	
		158.	Gonda	0942	688.	Bahraich	49	

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)**
					689.	Shrawasti	50	
					690.	Balrampur	51	
					691.	Gonda	52	
		159.	Jhansi	0943	692.	Jalaun	34	Uttar Pradesh (09)
					693.	Jhansi	35	
					694.	Lalitpur	36	
					695.	Hamirpur	37	
					696.	Mahoba	38	
		160.	Kanpur	0944	697.	Kanpur Dehat	32	
					698.	Kanpur Nagar	33	
47.	Barddhaman (191)	161.	Barddhaman	1910	699.	Purba Bardhaman	09	West Bengal (19)
					700.	Paschim Bardhaman	23	
		162.	Bankura	1911	701.	Bankura	13	
					702.	Purulia	14	
		163.	Chinsura	1912	703.	Nadia	10	
					704.	Hooghly	12	
		164.	Medinipur	1913	705.	Paschim Medinipur	18	
					706.	Purba Medinipur	19	
					707.	Jhargram	22	
48.	Kolkata (192)	165.	Kolkata	1920	708.	North Twenty Four Parganas	11	West Bengal (19)
					709.	Kolkata	16	
					710.	South Twenty Four Parganas	17	
		166.	Howrah	1921	711.	Howrah	15	
49.	Maldah (193)	167.	Maldah	1930	712.	Uttar Dinajpur	04	West Bengal (19)
					713.	Dakshin Dinajpur	05	
					714.	Malda	06	
		168.	Barhampur	1931	715.	Murshidabad	07	
					716.	Birbhum	08	
		169.	Siliguri	1932	717.	Darjeeling	01	

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)**
					718.	Jalpaiguri	02	
					719.	Cooch Behar	03	
					720.	Alipurduar	20	
					721.	Kalimpong	21	West Bengal (19)
50.	Port Blair (351)	170.	Port Blair	3510	722.	Nicobar	01	A & N Islands (35)
					723.	North & Middle Andaman	02	
					724.	South Andaman	03	
51.	Delhi (071)	171.	Delhi	0710	725.	North West	01	Delhi (07)
					726.	North	02	
					727.	North East	03	
					728.	East	04	
					729.	New Delhi	05	
					730.	Central	06	
					731.	West	07	
					732.	South West	08	
					733.	South	09	
					734.	Shahdara	10	
					735.	South East	11	
52.	Itanagar (121)	172.	Itanagar	1210	736.	Tawang	01	Arunachal Pradesh (12)
					737.	West Kameng	02	
					738.	East Kameng	03	
					739.	Papum Pare	04	
					740.	Upper Subansiri	05	
					741.	West Siang	06	
					742.	East Siang	07	
					743.	Upper Siang	08	
					744.	Changlang	09	
					745.	Tirap	10	
					746.	Lower Subansiri	11	

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)**
					747.	Kurung Kumey	12	
					748.	Dibang Valley	13	
					749.	Lower Dibang Valley	14	
					750.	Lohit	15	Arunachal Pradesh (12)
					751.	Anjaw	16	
					752.	Lepa Rada	17	
					753.	Namsai	18	
					754.	Longding	19	
					755.	Siang	20	
					756.	Lower Siang	21	
					757.	Shi Yomi	22	
53.	Imphal (141)	173.	Imphal	1410	758.	Senapati	01	Manipur (14)
					759.	Tamenglong	02	
					760.	Churachandpur	03	
					761.	Bishnupur	04	
					762.	Thoubal	05	
					763.	Imphal West	06	
					764.	Imphal East	07	
					765.	Ukhrul	08	
					766.	Chandel	09	
					767.	Jiribam	10	
					768.	Kangpokpi	11	
					769.	Tengnoupal	12	
					770.	Kakching	13	