

REPORT ON MULTI-PURPOSE PRODUCTION SURVEY (URBAN)

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संस्कृत / इतिहास / साहित्य
अध्यापक

- Smallscale Manufacturing and Cottage Industry
- Retail Trade
- Non-mechanised Transport.



**His Majesty's Government
National Planning Commission Secretariat
Central Bureau of Statistics
Thapathali, Kathmandu
Nepal.**

Published by

Central Bureau of Statistics

Ramshahapath Kathmandu.

First Edition: 1992

(1000 Copies

Price: R.....

Printed in Nepal at
Shaileshwori Chhapakhana

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- **RETAIL TRADE**
- **NON-MECHANISED TRANSPORT**

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Foreword

In continuation of the earlier report on Multi-purpose Production survey(Rural) covering Smallscale Manufacturing and cottage Industry, Retail Trade and Non-mechanised Transport, this report, featuring the same sectors belongs to the urban part of the country. This part of the survey report is an outcome of the project work on "Strengthening Central Bureau of Statistics in Socio-economic Statistics and National Accounts," supported by UNDP.

Some of the basic objectives laid down in the survey were to furnish informations required for the improvement of National Account estimates and simultaneously develop the survey capability in the CBS. Being a first hand survey of its type in household economic activities the CBS has to go a long way in conducting such surveys flawlessly. Besides, gestation period for such works being invariably long, improvements can certainly be made at different stages, if the frequency of such operations are increased and continued in the future also.

The involvement of CBS in future household surveys could be the most effective way of developing and enhancing its survey capability and at the same time generate many useful statistical informations pertaining to the household sector. The need for information on households assumes much more relevance when it is reflected that most of our economic activities are carried out by households. Certain efforts in this direction have already been initiated by CBS recently. Hopefully, the resources and skills

required for implementing a Household Survey Programme during the next five years of the Eighth Plan Period, would be available and several useful and current statistics on the household sector would be generated, as in line with this present report.

I would like to extend my sincere gratitude to UNDP for their kind assistance in this type of activity through which some groundwork has been possible to be made. I would like to extend my sincere thanks to Mr. K.G.C.Nair for his contributions without whose help the survey operation would not have been realised. Former Director General (now Additional Secretary in The Ministry of General Administration) Mr. Biswo Raj Regmi deserves our special thanks and gratitude for his active role and guidance during different stages of this survey operation. I would also like to thank Senior Statistical Officer H.B. Shrestha, Statistical Officer K.B.Karmacharya, Asst. Statistical Officers Shyam B. Upadhyaya, Prem Sangraula and Rudra Suwal for their active participation in this survey. Thanks are also due to Indu Subedi, Bhaskar Thapa for carrying out computer processing works and to all the staffs in the list who did their field work sincerely. The CBS as usual would welcome any comments and criticisms from the users of this survey results.

Keshav Raj Sharma

March 1992
Kathmandu

(Director General a.i)
Central Bureau of Statistics

INTRODUCTION

In the present statistical system in Nepal, the nature of which is highly decentralised, a large number of data producing agencies involved collect and disseminate statistics to meet their own urgent needs. In spite of the efforts made by various agencies in producing statistics, a number of key areas are still faced with critical data gaps. While activities of the Central Bureau of Statistics (CBS) remained tied up for a long time in conducting periodic censuses and their analyses, the demand for current economic statistics for development planning and policy formulation are being felt to be ever increasing. It was realised that the existing critical data gaps, could be fulfilled only by conducting sample surveys in different areas on a regular basis.

The Multi-purpose production survey is indeed a step forward in this direction initiated by the CBS to reduce the critical data gaps gradually. The undertaken survey had envisaged to generate statistics to augment the task of improving National Account estimates and serve other users in various fields. With some of the main economic sectors included in its scope, the multipurpose production survey (MPS) is the first of its kind conducted by CBS. Obviously such exercise in due course can be expected to play an important role in enhancing the technical capability of the CBS to conduct other surveys in the future. The present report is a complimentary part to the MPS (Rural) pub-

lished earlier by CBS in 1991. The survey was conducted separately for rural and urban areas in different periods. The division between rural and urban area was adopted as demarcated by the administration. The rural parts consisted of village development committees and the municipalities as urban parts. No significant change was introduced in the contents and pattern of questionnaires used in the MPS (Rural). Besides, the survey portion of own-account construction by households was found inappropriate to be included in the adopted area sampling plan as it appeared not to be homogeneously distributed in urban wards and hence dropped from the scope of the survey. A different approach was adopted in the identification of economic activities in trade. Unlike the MPS (Rural), trading units with fixed premises were enumerated at the place they reside and those without fixed premises - through households. In addition a list of personal services were also enumerated during the listing of economic activities of urban households.

The complexity in the sampling design of the MPS (Urban) was further simplified by the formation of smaller enumeration blocks from the large municipality wards. A single stage stratified sampling was adopted by maintaining the sample fraction of 1/10 of urban enumeration blocks for all strata. Sub-division of wards was done by distributing the number of dwellings in each ward into blocks consisting of 150-200 dwellings.

Besides a number of limitations of the survey which will be mentioned later, significant time - lag between two surveys deserves attention. For various reasons, collection for the MPS (Rural) was undertaken in January - June 1989 and for the MPS (Urban) in April - November 1990. Although being complementary to each other, simple combination of the survey results are likely to prove erroneous which may emerge due to time lag and therefore should be avoided. Hence, in terms of reliability it can be expected that the users will take more advantage in using the ratio estimates of different economic characteristics presented in the table.

Scope and Coverage

The MPS (Urban) has the same coverage as that of the MPS (Rural) survey comprising the sectors viz. small scale manufacturing and cottage industry, retail trade and non mechanised transport. For the purpose of conducting a separate statistical investigation in future, the households engaged in activities belonging to personal services were also listed. The survey results have shown that out of the 22.5% of households found engaged in the four economic sectors, 8.7% households were engaged in the activities of personal services. Out of the remaining households those engaged in small scale manufacturing and cottage Industry was (1.9%), retail trade (11.4%) and non mechanised transport (0.5%)

Though this is basically a household survey in nature, some parts of the investigation necessarily had to be done through establishments and hence a overlap between the two. This was true especially in the case of manufacturing and retail trade. The total number of activities listed and surveyed are given below.

Number of Households engaged in Economic Activities

Sector	Listed	Surveyed	Non Response
Smallscale manufacturing and cottage industry	392	352	40
Retail trade	2389	2383	6
Non-mechanised transport	101	101	-

Sample Design

For an appropriate area sampling it is necessary that enumeration area be more or less equal in size in population and the characteristics to be investigated be homogeneous to the extent possible. However, existing size of municipality wards are not fit to be considered as an enumeration unit due to various reasons. First of all, high variation in the size of population among the wards are noteworthy. Secondly, most of the urban wards, belonging to big towns like Kathmandu, Biratnagar, Birgunj

etc. are too large and are not manageable even for field operation. So it was decided to form the sub-wards with 150-200 dwellings through an intensive field work in order to prepare a sampling frame for the MPS (Urban). Despite several constraints of resources and lack of experience in such activity, altogether 1500 subwards (to be considered as an enumeration block) from the entire 33 towns were formed and subsequently maps for these blocks were prepared.

Different level of urbanization of towns was another aspect to be considered for sampling design. In Nepal, some of the towns seem nothing more than an administrative center or major district settlement and are either partly urbanized or yet to be urbanized. The others possess urban characteristics to a large extent but still include some rural type of settlements. Only Kathmandu and Lalitpur can be considered as urbanized municipalities. Hence, the towns were divided into three groups for stratification purpose.

1. Urban:- Kathmandu, Lalitpur (2)
2. Semi-urban:- (towns with more than 40000 population according to 1981 census)

i.e. Biratnagar, Birgunj, Bhaktapur, Dharan, Pokhara and Mahendranagar. (6)

3. Partly urban:- Ilam, Bhadrapur, Damak, Dhankuta, Inarwa, Rajbiraj, Malangwa, Kalaiya, Lahan, Janakpur, Jaleswore, Hetauda, Bharatpur, Banepa, Dhulikhel, Bidur, Tansen, Bhairawa, Butwal, Taulihawa, Trivhuvan Nagar, Nepalgunj, Birendra Nagar, Dhangadi, Dipayal. (25)

After formation of sub-wards and subsequent mapping operation it became possible to avoid complicated sampling procedure. A single stage sampling of enumeration areas was adopted for all three strata. The details of sampling scheme are as follow:

S.No.	Stratum	No.of Munici palities	Total sub-wards	No.of sub wards selected	No.of House- holds Listed
1	Urban	2	449	45	5402
2	Semi-urban	6	452	45	6436
3	Partly-urban	25	599	60	9164
Total		33	1500	150	21002

Selection of sub-wards were made according to the method of linear systematic sampling where the towns were arranged in the order of economically active population.

The stratification adopted here has been vindicated by results of the survey also. Percentage of households engaged in these four sectors of economic activities is higher (26.3%) in the towns under the category "Urban" and are lower in other category with 21.9% in the "Semi-urban" and 20.7% in the "Partly urban" as shown by the survey results.

Reference period

A reference period of over a month could not be feasible for such survey. So the data on all three sub-sectors was collected for the calendar month preceeding the date of survey. The field work was undertaken in phases and the period stretched from April to November 1990. Estimation of annual figures from the monthly results are based on the intensity characteristics of the economic units over the year. It was preferable that the field work for survey should have been spread over different periods of the year, but it could not be possible for CBS to do so due to resource constraints. Hence, the reference period of one year for which results are given is the average of the twenty months stretching from April 1989 to November 1990.

Processing and Estimation

All the questionnaires were edited thoroughly prior to processing in the computer. Number of rejections, ie; those that did not fall within the scope was negligible. Efforts were made to make the classification and tabulation as much comparable to those as presented in the report of the MPS (Rural).

Estimation procedure for the results of the MPS (Urban) was simple. Stratum level estimates were computed according to the following formula.

$$\hat{Y} = \frac{N}{n} \sum_{i=1}^n Y_i$$

where,

\hat{Y} = estimated value of y characteristics for a stratum

N = number of enumeration blocks in a stratum

n = number of sampled enumeration blocks in a stratum

y_i = value of y characteristics for i^{th} enumeration block of a stratum.

National level estimates was obtained by simple addition of figures for all three strata.

Limitations of the survey

As any statistical investigation, the MPS (Urban) has its own limitations.

Despite the importance of mapping operation carried out for this survey it should be realised that the operation was more experimental and accurate results can not be expected from a firsthand attempt like this. Besides the survey was seriously affected by the poor state of maps and unavailability of auxiliary informations required. Moreover, there was no clarity of ward boundaries even in among local authorities and residents, as the boundaries were delineated not strictly on a scientific way and were frequently changed for political reasons. Under the circumstances, initiation by CBS to prepare subsequent maps for survey purpose faced serious problems. Possibility of omission of some households especially in the large cities can not be rejected.

The aspect of reference period regarding the necessity of sub-sampling of time over a year for data collection was mentioned in the Report on the MPS (Rural). Situation could not be improved in the MPS (Urban) too. In order to avoid the possibility of seasonal effect, intensity characteristics like number of months worked during the year, number of working days during the month etc. were used while estimating the annual aggregates.

This part of the survey is a complementary part of the MPS (Rural) of 1961-62 conducted in 1962/63.

Scope and Coverage

The International Standard Industrial Classification of All Economic Activities defines manufacturing as the mechanical or chemical transformation of inorganic or organic substances into new products whether the work is performed by power driven machines or by hand, whether it is done in a factory or in the worker's home or whether the products are sold at wholesale or retail level.

Only those activities that are not covered by the Census of Manufacturing Establishments are included in this survey. Establishments or activities that employ less than ten persons are included in the scope of this survey. However the lower limit of manufacturing and cottage industries are fixed at a level where each activity at least sells a part of its products in the market. In other words it excludes those activities undertaken by households related to MNC if they do not sell their products at all in the market.

Smallscale Manufacturing and Cottage Industry (SMCI) (Urban)

Activities belonging to smallscale manufacturing and cottage industries have since long played a significant role in many ways in the economy of Nepal. Commodities produced through these activities occupy an important place in the share of exports to other countries. Obviously, this sector of the economy is an important source that provides employment opportunities and generates income for a large member of households. This part of the survey is a complimentary part of the MPS (rural) of SMCI conducted in 1988/89.

Scope and Coverage

The International Standard Industrial Classification of All Economic Activities defines manufacturing as the mechanical or chemical transformation of inorganic or organic substances into new products whether the work is performed by power driven machines or by hand, whether it is done in a factory or in the worker's home or whether the products are sold at wholesale or retail level.

Only those activities that are not covered by the Census of Manufacturing Establishments are included in this survey. Establishments or activities that engage less than ten persons are included in the scope of this survey. However the lower limit of smallscale manufacturing and cottage industries are fixed at a level where such activities at least sale a part of its products in the market. In other words it excludes those activities undertaken by households related to SMCI if they do not sale their products at all in the market.

Sample size:-

As mentioned in the introductory section, the survey listed about 21 thousand households in the various urban enumeration blocks (sub-wards) and out of this 392 households were found to have reported as being engaged in SMCI activities. Among the 392 households engaged in SMCI activities, detail informations that were collected came only from 352 households. The distribution of sample size by stratum level has been given in the table below.

Actual & effective sample size of smci by urban strata

Strata	No of Households		
	Listed	Percentage distribution	Surveyed
Urban	133	33.9	133
Semi-Urban	129	32.9	114
Partly-Urban	130	33.2	105
Total	392	100.0	352

The tabulation plan has been made on the basis of sample size of each industry group according to Nepal Standard Industrial Classification (NSIC). Those groups with ten or more units have been grouped into 4 digit category and groups with less than ten units have been merged into miscellaneous section

of each groups of industry. The percentage distribution of sample size by industry groups at 2 digit level has been given below.

NSIC	Food beverage & tobacco	Textile products	Wooden furnit- ure	Non-metalic mineral products	Fabri- cated metal products	Misce- llane- ous	Total
Percentage Distribution	30	23	21	5	12	9	100

Estimation procedure:-

Estimation procedure is not different from what has been mentioned in the introductory part of the report. To arrive at the figures at stratum/industry group level, multiplier was used after a simple addition of each variables. The adjustment coefficient, a ratio of actual and effective sample size, was used at the stratum/NSIC group level to derive more reliable results. Hence, estimates of national aggregates of SMCI activities of urban area, was obtained by a simple addition of the aggregates of three strata.

Household engaged in SMCI:-

According to survey results, about 2 percent of households in urban area of Nepal, were found being engaged in SMCI activities. Out of total households engaged in SMCI in the urban area about 34 percent of households were in the urban stratum, comprising of Kathmandu and Lalitpur Municipalities. The other two strata viz, semi-urban and partly urban had the remaining 66 percent of households distributed more or less equally. A relatively larger percentage of households were found engaged in the activity of food and beverages, textiles and wooden furniture compared to other groups of industries.

Persons engaged in SMCI:-

Out of the total persons engaged, a relatively larger percentage of household members were engaged in SMCI activities in the urban area. In the urban area the share of hired workers out of the total persons engaged in SMCI was found to be around 18 percent. A relatively larger percentage of household as well as hired workers were participating in the industry group of food and beverages. This industry group engaged about 30 percent of the total household workers. Similarly the number of employees in this industry was seen to be around 31 percent of the total hired workers.

Regarding the intensity of working hours the participation of household workers in SMCI of urban area seemed to be somewhat different in relation to the rural. Out of total persons engaged in SMCI 10 percent of household workers were being engaged as part time workers, whereas in the rural area it was about 35 percent. As compared to the rural, a relatively larger percentage of hired workers were found participating in SMCI activities in the urban area. Remarkably the participation of household workers in SMCI as full-time workers seemed to be relatively larger in urban than in the rural area. It is one of the factors that distinguishes the general character of urban and rural SMCI activities. The percentage of the participation of household workers seems to be relatively larger in knitting and weaving and rice milling industries.

The sex composition of the household workers engaged in SMCI activities were to some extent different in urban and rural areas. The female participation of household members was found relatively smaller (21%) in urban area as compared to (48%) in rural SMCI activities. The percentage of male participation in urban area of household members was about 79 percent, while it was only about 52 percent in rural SMCI activities.

Regarding the intensity of activity in SMCI urban, the average number of months and days actively operated in a year were 8 months and 188 days respectively.

Use of raw materials and other costs:-

A different characteristics can be seen in the composition of the source of raw materials in SMCI of urban as compared to the rural area. In SMCI activities of the rural area, about 20 percent of raw materials being used were from their own primary products. In case of urban, the use of raw materials from their own primary products was seen to be negligible. The average cost of raw materials and other inputs in SMCI Urban was estimated to be around 124 thousands Rs. and the deviation from the average in each industry group was found to be wide. The highest average cost has been in the industry group of "other food products". The deviation in the cost from average in each strata was not seen to be large as in the industry group.

Output:-

According to survey results, out of total output in SMCI of urban about 42 percent of output was being generated from the industry group of Food and Beverages. The contribution of the

output from industries that only render services like (rice mills) seems to be relatively lower. The contribution of output of the industries rendering only services was about 7 percent of total output. The average output in SMCI was estimated to be around 178 thousand Rs and the nature of deviation from the average seems to be larger in industry group as in input cost. The input/output ratio was about 0.7. In other words, the overall input cost was about 70 percent of total output.

Table No.1
Estimated aggregates of some indicators of SMCI in Urban area of Nepal(1989-90)

Classification	Total No of H/H emgaged in SMCI	No.of H/ Members particip ting	Total No of Hired Labour	Total employ- ment cost in,000 Rs	Total input cost in,000 R	Total output in,000 Rs
(a) By industry group						
3115 Oil Milling	134	183	75	1334	17317	32870
3116 Rice milling	769	1153	53	6753	66542	91097
3121 Other food products	134	322	43	1317	115456	127402
3199 Miscellaneous food products	156	225	235	3279	28975	42863
3211 Knitting & Weaving	590	901	22	2715	62121	76821
3213 Wearing apparels	123	144	33	601	2152	4333
2199 Miscellaneous textile products	189	274	210	2344	41439	64958
3320 Wooden furniture	668	856	110	14576	87263	110651
3399 Miscellaneous wooden products	156	243	184	1921	9672	18116
3699 Miscellaneous non- metallic mineral products	200	348	43	188	938	5939
3819 Metallic vessels	245	510	62	399	17214	25031
3899 Miscellaneous metallic products	223	396	86	2476	154141	23661
3909 Miscellaneous	334	593	149	3242	22537	73165
Total	3921	6148	1305	41145	487067	696907
(b) By Group of Urban area						
1 Urban	1327	2381	312	17015	206237	286696
2 Semi Urban	1296	2178	423	12400	190944	285386
3 Partly Urban	1298	1589	570	11730	89886	124875
Total	3921	6148	1305	41145	487067	696907

Table No.2
Percentage distribution of some Indicators of SMCi in Urban area
of Nepal (1989/90)

Classification	Percentage					
	H/H engged i SMCI	H/H members particip ting	Hired workers	Emplome- ment cost	Input cost	Output
(By industry group)						
3115 Oil Milling	3.4	3.0	6.0	3.0	4.0	5.0
3116 Rice milling	19.6	18.0	4.0	16.0	13.0	13.0
3121 Other food products	3.4	5.0	3.0	3.0	23.4	18.0
3199 Miscellaneous food products	4.0	4.0	18.0	8.0	6.0	6.0
3211 Knitting & Weaving	15.0	15.0	2.0	7.0	13.0	11.0
3213 Wearing apparels	3.1	2.0	3.0	1.0	0.4	1.0
2199 Miscellaneous textile products	4.8	5.0	16.0	6.0	8.0	9.0
3320 Wooden furniture	17.0	14.0	8.0	35.0	18.0	16.0
3399 Miscellaneous wooden products	4.0	4.0	14.0	5.0	2.0	3.0
3699 Miscellaneous non- metallic mineral products	5.1	6.0	3.0	1.0	0.2	1.0
3819 Metallic vessels	6.2	8.0	5.0	1.0	4.0	4.0
3899 Miscellaneous metallic products	5.7	6.0	7.0	6.0	3.0	3.0
3909 Miscellaneous	8.5	10.0	11.0	8.0	5.0	11.0
Total	100.0	100.0	100.0	100.0	100.0	100.0
(b) By group of Urban area						
1 Urban	33.8	39.0	24.0	41.0	42.0	41.0
2 Semiurban	33.1	35.0	32.0	30.0	39.0	41.0
3 Partly Urban	33.1	26.0	44.0	29.0	18.0	18.0
Total	100.0	100.0	100.0	100.0	100.0	100.0

Table No.3
Percentage of persons Engaged in SMCI in Urban area of Nepal (1989/90)

Classification	Percentage			Total
	Household Warkers		Hired Workers	
	Full time	Part time		
(a)By industry group				
3115 Oil Milling	62	9	29	100
3116 Rice milling	81	16	4	100
3121 Other food products	67	21	12	100
3199 Miscellaneous food products	44	5	51	100
3211 Knitting & Weaving Products	87	11	2	100
3213 Wearing apparels Products	75	6	19	100
2199 Miscellaneous textile products	55	2	43	100
3320 Wooden furniture	78	10	12	100
3399 Miscellaneous wooden products	52	5	43	100
3699 Miscellaneous non-metalic mineral products	67	22	11	100
3819 Metalic vessels	85	4	11	100
3899 Miscellaneous metalic products	54	31	15	100
3909 Miscellaneous	72	8	20	100
Total	72	10	18	100
(a) By group of urban area				
1 Urban	80	8	12	100
2 Semiurban	70	14	16	100
3 Partly Urban	65	9	26	100
Total	72	10	18	100

Table No.4
 Percentage of household Members participating in SMCI by Sex
 in Urban area of Nepal (1989/90)

Classification	Percentage of hh Members		
	Male	Female	Total
(a) By industry group.			
3115 Oil Milling	77	23	100
3116 Rice milling	88	12	100
3121 Other food products	58	42	100
3199 Miscellaneous food products	95	5	100
3211 Knitting & Weaving	41	59	100
3213 Wearing apparels	39	61	100
2199 Miscellaneous textile products	56	44	100
3320 Wooden furniture	96	4	100
3399 Miscellaneous wooden products	82	18	100
3699 Miscellaneous non-metalic mineral products	88	12	100
3819 Metalic vessels	100	-	100
3899 Miscellaneous metalic products	100	-	100
3909 Miscellaneous	85	15	100
Total	79	21	100
(b) By group of Urban area			
1 Urban	78	22	100
2 Semiurban	75	25	100
3 Partly Urban	86	14	199
Total	79	21	100

Table No.5
Percentage Distribution of Cost in SMCI in Urban area of Nepal
(1989/90)

Classification	Percentage		Total
	Row materials purchased	Others input cost	
	(a) By industry group.		
3115 Oil Milling	88	12	100
3116 Rice milling	86	14	100
3121 Other food products	99	1	100
3199 Miscellaneous food products	93	7	100
3211 Knitting & Weaving	91	9	100
3213 Wearing apparels	81	11	100
2199 Miscellaneous textile products	96	4	100
3320 Wooden furniture	98	2	100
3399 Miscellaneous wooden products	94	6	100
3699 Miscellaneous non-metalic mineral products	82	18	100
3819 Metalic vessels	86	14	100
3899 Miscellaneous metalic products	97	3	100
3909 Miscellaneous	91	9	100
Total	94	6	100
(B) By groups os Urban area			
1 Urban	94	6	100
2 Semiurban	96	4	100
3 Partly Urban	91	9	100
Total	94	6	100

Table No.6
Percentage of value of output in SMCI in Urban area
of Nepal (1989/90)

Classification	Percentage		
	Goods Produced	Services Rendered	Total
(a) By idustry group			
3115 Oil Milling	95	5	100
3116 Rice milling	70	30	100
3121 Ofther food products	99	1	100
3199 Miscellaneous food products	100	-	100
3211 Kniting & weaving	97	3	100
3213 Wearing apperals	67	33	100
3299 Miscellaneous textile product	100	-	100
3320 Wooden furniture	95	5	100
3399 miscellaneous wooden products	77	23	100
3699 Miscellaneous non- metalic mineral products	100	-	100
3819 Metalic products	95	5	100
3899 Miscellaneous metalic products	97	3	100
3909 Miscellaneous	98	2	100
Total	93	7	100
(b) By Group of Urban area			
1 Urban	97	3	100
2 Semi-urban	91	9	100
3 Partly-urban	89	11	100
Total.	93	7	100

Table No.7
Annual Average Cost and average output in SMCI in
Urban area of Nepal (1989/90)

Classification	Average in Rs.		
	Emplyment Cost	Input Cost	Output
(a) By industry group			
3115 Oil Milling	9955	129231	245299
3116 Rice milling	8782	86531	118462
3121 Other food products	9828	861612	950761
3199 Miscellaneous food products	21019	185737	274762
3211 Knitting & Weaving	4602	105290	130205
3213 Wearing apparels	4886	17496	35228
2199 Miscellaneous textile products	12402	219253	343693
3320 Wooden furniture	21820	130633	165645
3399 Miscellaneous wooden products	12314	62000	116128
3699 Miscellaneous non-metalic mineral products	940	4690	29695
3819 Metalic vessels	1629	70261	10261
3899 Miscellaneous metalic products	11103	69242	106103
3909 Miscellaneous	9707	67476	219056
Total	10493	124220	177737
(b) By Group of Urban Area			
1 Urban	12822	155416	216011
2 Semi-urban	9568	147333	220128
3 Partly-urban	9037	69250	96206
Total	10493	124220	177737

Retail Trade (Urban)

Trade is defined as the resale (sale without transformation) of new and used goods to the general public for personal or household consumption by shops, department stores, stalls, hawkers, peddlers etc. Broadly trade is classified into two major sub-sector viz domestic trade and foreign trade. Domestic trade further classified consists of wholesale and retail trade.

General features of trading activities in the rural area were more or less similar as almost all trading units were operated by households and on a retail basis. Hence it could fairly be assumed that the total volume of retail trade in essence represented the total trade in the rural area.

Though retail trading activities of households could be enumerated in urban areas on the lines as in rural areas, it was felt that separate listing of trading activities located in the enumeration area was necessary for more than one reason. Additionally, trading of various kinds undertaken without any fixed place of business like those of hawkers, vendors etc, require to be identified through the activity of household members at the listing stage. The needed data to give gross income from trade and trading costs are to be collected subsequently from both kinds of activities located and identified.

Hence during enumeration, trading units with and without fixed premises were separately listed. Those with fixed place of business were enumerated at the place of activity, where as units

without fixed premises were identified through household listing and enumerated at the place of residence.

All trade activities under the retail business are included in the scope of this survey. Besides, units that operate business of retail and wholesale nature both combined (mixed) are also regarded to be within the scope of this survey.

Sample Size.

A total of 2389 households comprising 11.4% of urban households were found to have reported as engaged in retail trade. The actual number of trading units surveyed was 2383. The difference which is very negligible emerged from non-interviews due to various reasons. Details by urban strata are given below:

Distribution of units in retail trade
by urban strata (1989/90)

Strata	Total Households listed	No. of H/H engaged in retail trade		Non-interview
		Listed	Surveyed	
Urban	5402	788	788	-
Semi-urban	6436	644	642	2
Partly Urban	9164	957	953	4
Total	21002	2389	2383	6

Estimation of gross trade margins.

An indirect estimation procedure to calculate the average trade margin for each trading unit was adopted. To serve this purpose, traders were asked to report the share of major commodities sold compared to their total sale during the reference period. Unit selling price of each major commodities sold together with the exact location of their respective

wholesalers were some of the other important informations collected from the retail traders. The selling price of each commodities at the wholesale level which by virtue becomes the buying price for the retailers were collected from their respective wholesalers. The difference between the two unit prices for each commodity revealed the magnitude of trade margin in unit sale of each commodity. Further estimation of gross trade margins of a trading unit was done as follows:-

$$M_i = \frac{\text{Margin on sale}}{\text{Selling price}} \times 100$$

where M_i - percentage of trade margin from the sale of i th commodity during reference period

$$\bar{M} = \frac{\sum M_i W_i}{\sum W_i}$$

\bar{M} - Average trade margin of a trading unit

W_i - Share of i th commodity in percentage in total sale during the reference period.

$$\text{Estimated annual value of Gross trade margin} = \frac{M \times S}{100}$$

S: - Amount of total sale proceeds during the year.

Findings in Urban Retail Trade

Observing table 1 it may be said that the concentration of retail trade activities is the highest in partly urban stratum with 40% and the lowest with 27% is seen in the semi urban area. However this observation will have to go together with the composition of the different stratum which actually has an uneven distribution of municipalities.

According to the results of the survey a total of 40710 persons or 1.7 persons per unit were found engaged in the urban retail trade. Persons engaged per unit time in the rural retail trade was 1.5 which is slightly lower than in the urban. While the persons engaged in rural retail trade comprised mostly of household members with only a meager 0.5 percent of hired persons the picture in the urban retail trade differs somewhat with 11% hired persons. Similar to rural trade, household members in the urban retail trade were found working as full time and part time; about 4/5 being full time and 1/5 being part time.

Trading units in the urban area that hired workers incurred an expenditure of Rs. 17228 on the average on wages which was Rs. 11,500 per person engaged.

Total sales and gross income

An aggregate sales turn over of Rs. 7623 million Rs. was generated through retail trade in the urban area during the year. Approximately this sum is equivalent to Rs. 320 thousand per unit or Rs. 187 thousand per person engaged. The gross income from the urban retail trade as estimated in the survey came to Rs. 916 millions or 12 percent of the gross sales. This gives Rs. 38000 per activity. The value of sales is highest in the urban stratum while this share is the lowest in the semi urban part. The share of gross income like the sales value is the highest in the urban stratum. Though this share is the lowest in the semi-urban stratum the percentage share of average trade margin between the stratum approximately does not differ markedly remaining very

close to 14 percent. Comparing the figures it may be said that the incomes generated per person is the highest in the urban stratum and is lower in the other two strata and remains almost at the same level. Similarly the average income per trading unit is found to be highest in the urban stratum and is seen to be lower in the other two strata which does not differ significantly.

Indirect taxes, Transportation and Other Operating Costs.

The total intermediate cost comprising of transport costs and other costs with respect to the total gross income in the urban area is found to be quite low as compared to the same figures of the rural retail trade. It represented 16 percent of the gross income in the rural retail trade but in the urban retail trade it is found to remain within a range of 2 to 3 percent.

Operating costs per trading unit is the highest in the urban stratum and is seen to be lower in the other two urban strata. But contrary to this the transportation cost can be seen to be higher in the two strata of semi urban and partly urban areas while the same is low in the urban stratum.

The highest amount of indirect taxes incurred in urban retail trade according to the survey is seen to emerge from the partly urban stratum while the urban stratum is seen to occupy the second place in this regard. Indirect taxes incurred in urban retail trade in terms of percentage share compared to the total sale seems very nominal.

Table 2.1

Persons Engaged in Urban Retail Trade by Strata (1989/90)

Strata	No of Trading unit	No of H.H. members		Persons Hired	Total persons engaged
		Full Time	Part time		
URBAN	7880	10390	2050	1630	14070
SEMI-URBAN	6420	7490	2130	1020	10640
PARTLY-URBAN	9530	11280	3110	1610	16000
TOTAL	23830	29160	7290	4260	40710

Table 2.2

Distribution of Sales and trade margin in Urban Retail Trade by Strata (1989/90)

(In '000 Rs)

Strata	No of Trading unit	Total Sales	Gross Trade Margin	Average trade margin	Average trade margin (%)
URBAN	7880	3590379	405059	53832	13.29
SEMI-URBAN	6420	1471046	202771	43688	13.78
PARTLY-URBAN	9530	2561805	308315	43688	14.17
TOTAL	23830	7623230	916145	25878	13.7

Table 2.3

Gross Trade Margin Per Trading Unit by Strata (1989/90)
(In '000 Rs)

Strata	No of Trading units	Total Sales	Average sale per trading unit	Gross trade margin	Average income per trad. unit
URBAN	7880	3590379	456	405059	51.4
SEMI-URBAN	6420	1471046	229	202771	31.58
PARTLY-URBAN	9530	2561805	269	308315	32.35
TOTAL	23830	7623230	320	916145	38.45

Table 2.4

Transport and Other Operating cost in Urban Retail trade by strata (1989/90)
(in'000 Rs)

strata	Transport cost (1)	Other operating cost (2)	Inter mediate cost (1+2)	Interme diate cost per T.U. (Rs)	I.C/T.M (%)
URBAN	1085	10504	11589	1471	2.86
SEMI-URBAN	1320	3963	5283	823	2.61
PARTLY-URBAN	2063	4466	6529	665	2.12
TOTAL	4468	18933	23401	982	2.55

I.C = Intermediate Cost
T.M = Trade Margin
T.U.= Trading Unit

Table 2.5

Employment Cost and Indirect Tax in Urban Retail Trade
by Strata (1989/90)

(In '000 Rs)

Strata	Employment cost	Employment cost per person (Rs)	Indirect Tax	No of Trading Unit with hired workers (Rs)	Emp. cost per Trading Unit (Rs)
URBAN	21623	13266	2202	1570	13773
SEMI-URBAN	9670	9480	2025	990	9767
PARTLY-URBAN	17635	10953	6909	1557	11326
TOTAL	48928	11485	11136	4117	11884

Non-mechanised Transport (Urban)

In rural areas, the survey was essentially to cover non-mechanized household transportation activities. This was because, it was realistically taken that there would be no significant amount of household activities in rural areas using mechanized transportation.

The case is somewhat different in the urban area. It was expected that there would be various kinds of unorganized transport operation by urban households mechanized as well as non-mechanized. Hence, in view of the lacunas in data on this sector for the estimation of GDP, it was desirable to cover all household transportation activities. However due to limited resources and manpower constraints the scope in transport under urban areas could not be expanded to cover all household transport activities. Consequently, as a complimentary part the urban (MPS) with the same concepts and definitions could manage to cover only the same type of activities in transport comprising of animal and animal drawn transport, push carts and porters etc.

Investigation under the survey however revealed that total number of households in such activities were not so large and thereby restricted the scope for a wider classification. Examination of completed questionnaires and the frequency of activities in non-mechanised transport have allowed the presentation to be made broadly into there types of activities, viz, animal and animal drawn transport, push carts and others.

Actual & effective sample size of non-mechanised transportation activity in urban area of Nepal 1989/90.

Classification	No of Households	
	Listed	Surveyed
Animal drawn	45	45
Pushcart	47	47
Others	9	9
Total	101	101

Among 21 thousand households listed in the Urban MPS only 101 households were found reporting as being engaged in non-mechanized transportation activity. In terms of percentage share it constitutes a mere 0.5 percent of the total urban households investigated. Between the three types of non-mechanised transport activities a relatively larger share of household comprising about 47 percent were found operating push carts. Almost to the same magnitude, around 45 percent of households were engaged in animal and animal drawn transport. The remaining 8 percent of the households were found engaged in the other types of transport activity.

During investigation it came to be known that a number of households engaged in non-mechanised transport activities had small family size consisting of a single member. Due to its small size and unavailability of household members for investigation a sizable number of households, it appears, could not make its entry in the sample during the stage of household listings.

Persons belonging to such households were generally found to leave their residence early in the morning to do their job and come back late in the evening,

Findings of the Survey

The survey results provide an estimate of 1012, the total number of households engaged in non mechanized transport activity at the national level in the urban area of Nepal. Out of this total 476 households were estimated operating push carts, 455 households operating the type of animal and animal drawn transport. A small size of 81 remaining households are estimated to be engaged in the other type of non-mechanised transport.

The estimate for average number of days of operation in a year was found to be around 222 days in 1989/90. The findings give an estimate for the average cost per unit of non-mechanised transport activity to be as low as Rs. 10 per day. However, per day average cost was relatively higher in animal and animal drawn category and it was negligible in the category of push carts. The average receipt per unit per days was estimated to be around Rs.46.

The animal and animal drawn transport category which was found to consume a relatively larger share of inputs did also make higher receipts compared to other categories.

The findings indicate that around 82 percent of total input in non-mechanised transport, was consumed by animal and animal drawn category. The share of cost was seen to be at a low level of 4 percent in the push-carts category, though it managed to contribute around 32 percent of the total output.

The overall (average) cost/output ratio of 1:5 was seen in the activities of non-mechanised transport . The deviation of this ratio, from the average, ranged in between 0.03 to 0.30. One of the features that should be noted is the push-cart category of non-mechanised transport was found to consume as minimum as 3 percent of the total output contributed from this category.

Table.1
Estimated aggregates of non-mechanised transport by type of transport
in urban area of Nepal(1989/90)

Classification	No of units in transport	Total cost in 000, Rs	Total output in 000, Rs	Cost/output ratio
Animal drawn	451	1722	5828	0.3
Push cart	471	85	3293	0.0
Others	90	292	1179	0.3
Total	1012	2099	10300	0.2

Table.2

Distribution of cost and output by type of transport in
Urban area of Nepal (1989/90)

Classification	Average of days worked in a year	Percentage distribution	
		Total cost	Total output
Animal drawn	209	82	57
Push cart	241	4	32
Others	215	14	11
Total	222	100	100

नगर :-

श्री ५ को सरकार
कैब्रीन तथाङ्ग विभाग
बहुउद्देशीय उत्पादन सर्वेक्षण (जगर र गण्ड)

प्रमाण नं. :-
प्रमाण नं. :-

घर-परिवारको अधिक क्षिणकलापको विवरण

उत्तर	मध्य	दक्षिण	पूर्व

प्रकारको क्रम संख्या	घर धर्तिको नाम (होम चर प्रयोग गर्ने परिवार वा उपस्थित मुलिकको वा सदस्यको नाम)	प्रयोग (आवासीय, नै-आवासीय वा संकेत केको)	नै-आवासीय सम्पत्ति हुने प्रयोगमा ल्याएको घर चर					आवासीय तथा हुने प्रयोगमा ल्याएको घर चर					सबैभन्दा बढी र परिवारको वास्तविकतामा तथ्याङ्क संकलन गरिने आर्थिक क्षेत्रहरूको क्रम संख्या					नै-क्रियात्मक
			घरमा हुने आर्थिक क्रिया-सम्पत्तिको विवरण	सर्वको मूल्य कोषमा पर्ने	सम्पत्ति रचना गर्ने तथ्याङ्क संकलन गरिने क्षेत्रको नाम	आवासीय क्षेत्रको नाम	निजी तथा घरयासी सेवा	सबैभन्दा बढी र परिवारको वास्तविकतामा तथ्याङ्क संकलन गरिने आर्थिक क्षेत्रहरूको क्रम संख्या	निजी तथा घरयासी सेवा	सबैभन्दा बढी र परिवारको वास्तविकतामा तथ्याङ्क संकलन गरिने आर्थिक क्षेत्रहरूको क्रम संख्या	निजी तथा घरयासी सेवा	सबैभन्दा बढी र परिवारको वास्तविकतामा तथ्याङ्क संकलन गरिने आर्थिक क्षेत्रहरूको क्रम संख्या						
													१	२	३	४	५	
१	२	३	४	५	६	७	८	९	१०	११	१२	१३	१४	१५	१६	१७	१८	

बहुउद्देश्यीय उत्पादन सर्वेक्षण २०४७।२०४८

(नगर खण्ड)

साना तथा घरेलु उद्योगको

प्रश्नावली नं. ११



श्री ५ को सरकार

राष्ट्रिय योजना आयोगको सचिवालय

केन्द्रीय तथ्यांक विभाग

थापाथली, काठमाडौं ।

फोन नं. २-१३४२२, २-१३४१३, २-१२७४८

(यस प्रश्नबालीमा सोधिएका प्रश्नहरू तथाछु ऐन २०१५ बमोजिम बोर्थे रहनेछन् र सामूहिक रूपमा मात्र प्रयोग गरिने छन्)

(क) उद्योगको साधारण परिचय (प्रश्नावली नं. १० बाट)

१) बुक नं. :-	(३) मगर पात्रिका :-
२) पाना नं. :-	(६) बाइ नं. :-
३) घरको क्रम संख्या :-	(७) गणना क्षेत्र नं. :-
४) जिल्ला :-	(८) उद्योगपतिको नाम :-

(घ) औद्योगिक कार्य सम्बन्धि विवरण:-

- १) प्रमुख उत्पादित वस्तुको नाम:-
- २) साल भरिमा कति महिना काम हुन्छ ? महिना
(बैशाख, जेष्ठ, आषाढ, श्रावण, भाद्र, आश्विन, कात्तिक, मंसिर, पौष, माघ, फाल्गुण र चैत)
- (नोट:- काम भएको महिनामा माघ ✓ चिन्ह लगाउनुहोस्)
- ३) गत एक (१) वर्षमा काम भएको खम्मा-दिन कति हो ? दिन
- ४) शक्ति यन्त्र प्रयोग भएको भए कति शक्तिको हो ?

—प्रशक्ती
 —किमोबाट

[illegible]

१. उत्तरादित वस्तुको बिक्री गरिने माध्यम:-

- (ड, (परिवारका सदस्य प्रौद्योगिक काममा सम्मिलित भए तिनको विवरण (गत एक महिनाको)

परिवारको सदस्यको नाम	पुरुष वा महिला	सम्मिलित भएको दिन सङ्ख्या	
		पुरा समय (एक हप्तामा १५ घण्टा भन्दा बढि)	घाँशीक समय (एक हप्तामा १५ घण्टा भन्दा कम)
१	२	३	४

१. उद्योग चलेको जम्मा दिन कति हो? _____/दिन

२. प्रशिल्लो महिनाको १५ गतेका दिन तलबी कामदार संख्या कति थियो ?
जम्मा संख्या [] महिना [] पुरुष []
३. तलबी कामदारले काम गरेको जम्मा दिन कति हो ?
(उद्योग चलेको दिन \times १५ गतेको कामदार)
जम्म, कार्य दिन [] महिना कार्य दिन [] पुरुष कार्य दिन []

(अ) उत्पादित वस्तुको विवरण (गत एक महिनाको)

[illegible]

(८) अन्य प्रौद्योगिक धाय (गत एक बाहनाको):-

खर्चको विवरण	लागत रु.
<div>(१) घरको कच्चा पदार्थ (ठेक्कामा लिई) प्रशोधन गरे बापत प्राप्त भएको रकम ————</div> <div>(२) घरको मेशीन तथा औजारको मर्मत गरिदिने बापत प्राप्त भएको रकम ————</div> <div>अन्य</div>	
जम्मा:-	

(८) उद्यमीको मन्तव्य:-

(८) गणना गर्ने कर्मचारीको मन्तव्य:-

बचना गन कर्मचारीको सहीः

सकल गरीबों मित्र:-

सुपरभाइजरको सही:-

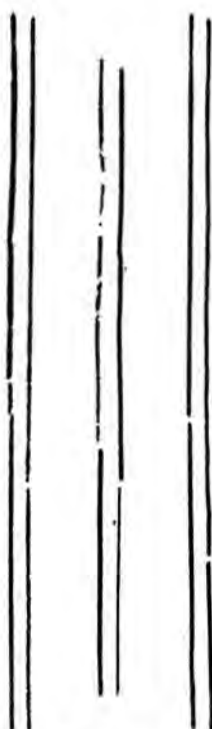
मिति: ०

बहुउद्देश्यीय उत्पादन सर्वेक्षण २०४७।२०४८

(नगर खण्ड)

व्यापार सम्बन्धी प्रश्नावली

नं. १२



श्री ५ को सरकार

राष्ट्रिय योजना आयोगको सचिवालय

केन्द्रीय तथ्यांक विभाग

थापाथली, काठमाडौं ।

फोन नं. २-१३४२२, २-१३४१३, २-१२७४८

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Appendix

I. Questionnaires used in urban MPS

II. List of persons involved in the urban MPS.

(ध) रोजगारी तथा त्यसको लागत (गत एक महिनाको)

[illegible]

(ड) विविध लागत (गत एक महिनाको):-

सि. नं	मध्यवर्ति उपभोग	लागत रु.	imputed बरमा (✓) बिन्ह लगाउनु होस	कैफियत
१	२	३	४	५
(१)	यातायात सम्बन्धी खर्च (बिक्री भएको बस्तुहरुको मात्र):-			
(२)	घर भाडा :-			
(३)	धारा एवं बिजुली :-			
(४)	टेलिफोन :-			
(५)	प्याकिङ्ग सर सामान :-			
(६)	अन्य			
(७)				
(८)				
(९)				
(१०)				
(११)				
	जम्मा :-		×	×

(३)

(च) कुनै प्रकारको अप्रत्यक्ष कर तिर्नेको भए (गत एक वर्ष भित्र) :-

सि. नं.	करको किसिम	रकम रु.	कैफियत
१	२	३	४
(१)	स्थानीय नगर पालिका कार		
(२)	अन्य		
(३)			
(४)			
(५)			
जम्मा :-			

(ङ) व्यापार गरिएका प्रमुख वस्तुहरूको बिक्री तथा खरीद र त्यसको स्रोत (गत एक महिनाको)

[illegible]

(x)

(ज) गत वर्षको कुल बिक्रीको जम्मा रकम रु. :-

(देखि सम्म)

(अ) कृषि आयको अनुमान (सुपरिवेक्षकले गर्ने) :-

[illegible]

(अ) व्यापारीको मन्तव्य :-

(ट) गणना पूर्ण समय जारी हो मन्तव्य :-

(ठ) अन्तर्वार्ता लिइएको व्यक्तिको नाम :-

गणना गर्ने कर्मचारीको सही :-
मिति :-

सुपरिवेक्षकको सही :-
मिति :-

बहुउद्देशीय उत्पादन सर्वेक्षण २०४७।२०४८

(नगर खण्ड)

यन्त्रविहीन यातायात सम्बन्धी

प्रश्नावली नं. १३



श्री ५ को सरकार

राष्ट्रिय योजना आयोगको सचिवालय

केन्द्रीय तथ्यांक विभाग

थापाथली, काठमाडौं ।

फोन नं. २-१३४२२, २-१३४१३, २-१२७४८

(१)

[यस प्रश्नावलीमा सोधिएका प्रश्नहरू तथ्याङ्क ऐन २०१५ बमोजिम गोप्य
- रहने छन् र सामूहिक रूपमा मात्र प्रयोग गरिने छ]

(क) प्रश्नावली नं. १० बाट :-

- | | |
|-------------------------|-------------------------------|
| (१) बुक नं. :- | (५) नगर पञ्चायत :- |
| (२) पाना नं. :- | (६) वार्ड नं. :- |
| (३) घरको क्रम संख्या :- | (७) गणना क्षेत्र नं. :- |
| (४) जिल्ला :- | (८) यातायात व्यवसायीको नाम :- |

(ख) यातायातको किसिम :-

- | | |
|----------------|----------------------|
| (१) यात्रुवाहक | <input type="text"/> |
| (२) मालवाहक | <input type="text"/> |
| (३) दुबै | <input type="text"/> |

(ग) यातायातको साधन :-

यातायातको साधनको विवरण	आफ्नो (संख्या)	भाडामा (संख्या)	कुल (संख्या)	कैफियत
१	२	३	४	५
(१) पशुद्वारा संचालित गाडीको किसिम				
(२) ठेला गाडा				
(३) पशु साधन				
(४) भरिया				
(५) अन्य				

(घ) व्यवसाय सम्बन्धी अन्य विवरणहरू :-

- | | | |
|--|----------------------|----------------------|
| (१) तपाईंले गत वर्ष कति दिन काम पाउनुभएको थियो ? | <input type="text"/> | दिन |
| (२) तपाईंले गत वर्ष कति महिना काम पाउनु भएको थियो ? | <input type="text"/> | |
| (३) तपाईंले गत वर्ष कति दिन काम पाउनु भयो ? | <input type="text"/> | |
| (४) भाडामा लिएको सवारीको साधनको लागि कति भाडा तिर्नु हुन्छ ? | | |
| भाडामा | प्रतिदिन रु. | <input type="text"/> |
| | प्रति महिना रु. | <input type="text"/> |

List of persons involved in the MPS (Urban)

1. Uttam Narayan Malla	Asst.Statistical Officer
2. Saroj Prasad Aryal	"
3. Bikash Bista	"
4. Roshan Shrestha	"
5. Dasharath Baniya	Section Officer
6. Laxmi Sharan Ghimire	"
7. Ramesh Man Sainju	"
8. Umen Shrestha	Economist
9. Thakur Pudasaini	"
10. Narendra Man Amatya	"
11. Kishor Bista	"
12. Kedar Basnett	"
13. Shankar Lal Chauhan	"
14. Jagannath Ojha	Supervisor
15. Arun Thakur	"
16. Dharmendra Shakya	Statistician
17. Shivaraj Pokhrel	Geographer
18. Shankar Lal Maleku	Account Officer
19. Bodh Prasad Acharya	Statistical Assistant
20. Sharad Nepal	"
21. Keshar Bahadur Karki	"
22. Ram Bhakta Maskey	"
23. Kishor Dutta Mishra	"
24. Gunanidhi Sharma	"
25. Bhojraj Paudel	"
26. Ram Dayal Shah	"

27. Ashok Kumar Pokhrel	"
28. Dineshraj Dahal	"
30. Shivaraj Sharma	"
31. Narayan Prasad Adhikari	"
32. Umesh Koirala	"
33. Sunil Kumar Shrestha	"
34. Tikaram Baral	Enumerator
35. Mukunda Poudel	"
36. Divakar Bhattarai	"
37. Binod Khatiwada	"
38. Nanda Krishna Joshi	"
39. Pradeep Silwal	"
40. Bhim Bahadur Bhattarai	"
41. Navaraj Khadka	"
42. Nara Bahadur Thapa	"
43. Bishnu Prasad Baskota	"
44. Surya Bahadur Bhujel	"
45. Shekhar Khanal	"
46. Navaraj Dahal	"
47. Sitaram Karki	"
48. Mohan K. Chongwang	"
49. Kamalesh Koirala	"
50. Puspa Raj Timilsina	"
51. Gopal Regmi	"
52. Ramesh Pokhrel	"
53. Mahendra Khanal	"
54. Shyam Shrestha	"

55. Padma Bahadur K.C.	"
56. Laxmi Prasad Mainali	"
57. Anjani Pokhrel	"
58. Prakash Pokhrel	"
59. Laxman Shrestha	"
60. Man Bahadur K.C.	Cartographer
61. Kiran Raut	Adm. Assistant
62. Indra Aryal	Typist
63. Krishna Bahadur Thapa	Driver
64. Jeet Bahadur Danuwar	Peon