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# Instructions to Field Staff

## VOLUME-II

### SOCIO-ECONOMIC SURVEY

### NSS 58<sup>TH</sup> ROUND

(JULY 2002 - DECEMBER 2002)

#### SCHEDULES OF ENQUIRY

|                      |          |                                       |
|----------------------|----------|---------------------------------------|
| <b>Schedule 0.0</b>  | <b>:</b> | <b>List of Households</b>             |
| <b>Schedule 3.1</b>  | <b>:</b> | <b>Village Facilities</b>             |
| <b>Schedule 0.21</b> | <b>:</b> | <b>Particulars of Slum</b>            |
| <b>Schedule 26</b>   | <b>:</b> | <b>Survey of Disabled Persons</b>     |
| <b>Schedule 1.2</b>  | <b>:</b> | <b>Housing Condition</b>              |
| <b>Schedule 1.0</b>  | <b>:</b> | <b>Household Consumer Expenditure</b> |



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

## JUNE 2002

### Chapter One

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#### Introduction, Concepts, Definitions and Procedures

##### 1.0 Introduction

1.0.1 The National Sample Survey (NSS), set up by the Government of India in 1950 to collect socio-economic data employing scientific sampling methods, will start its fifty-eighth round from 1<sup>st</sup> July 2002.

1.0.2 The fifty-eighth round of NSS is earmarked for collection of data on disability, housing condition, village facilities and slum particulars besides that on household consumer expenditure and employment-unemployment. The field operations of the survey will commence on 1<sup>st</sup> July 2002 and will continue up to 31<sup>st</sup> December 2002.

1.0.3 The National Sample Survey made its first attempt to collect information on the number of physically disabled persons during 15<sup>th</sup> round (July 1959 - June 1960). Thereafter, data on disabled persons were collected in the 16<sup>th</sup> (July 1960 - June 1961), 24<sup>th</sup> (July 1969 - June 1970), 28<sup>th</sup> (October 1973 - June 1974), 36<sup>th</sup> (July - December, 1981) and 47<sup>th</sup> (July - December, 1991) rounds. The surveys undertaken during 15<sup>th</sup>, 16<sup>th</sup>, 24<sup>th</sup> and 28<sup>th</sup> rounds were intended mainly to get a count of the disabled persons of various kinds. In the surveys undertaken during the 36<sup>th</sup> and 47<sup>th</sup> rounds, detailed inquiry was made on each type of disability along with the socio-economic characteristics of the disabled.

1.0.4 Housing condition of the people is one of the very important indicators of the socio-economic development of the country. Statistical data on housing condition in qualitative and quantitative terms are needed periodically for an assessment of housing stock and formation of housing policies and programmes. NSS, therefore, started collecting data on housing condition of the dwelling units and basic housing amenities available to them from its 7<sup>th</sup> round (October 1953 - March 1954) to the 23<sup>rd</sup> round (July 1968 - June 1969) with the exception in the 13<sup>th</sup> and 14<sup>th</sup> rounds. A comprehensive survey on housing condition was first carried out in the NSS 28<sup>th</sup> round (October 1973 - June 1974) in the rural and urban areas of the country with a sample size of about 1.2 lakh households. The next comprehensive survey on housing condition was carried out in the NSS 44<sup>th</sup> round (July 1988 - June 1989). The relevant information was collected in detail in a separate schedule canvassed to about 74,000 sample households.

1.0.5 A similar comprehensive survey on housing condition was conducted in the NSS 49<sup>th</sup> round along with a survey on migration, broad information on which is now being collected quinquennially as a part of the employment-unemployment survey. However an integrated schedule viz. schedule 1.2: housing condition and migration was designed for collecting data on 'housing condition' as well as 'migration'. The design was formulated in such a way that the households living in the slums were adequately represented in the sample of households where the integrated schedule was canvassed. In addition, a schedule, viz. schedule 0.21: particulars of slum was also framed to collect selected information about each of the slums in the sample villages/blocks. Earlier a nation-wide survey on the 'economic condition of slum dwellers in urban cities' was conducted in the NSS 31<sup>st</sup> round (July 1976 - June 1977).

##### 1.1 Survey particulars

**1.1.1 Subject Coverage:** The fifty-eighth round of NSS will cover disability (both physical and mental), housing conditions, village facilities and slum particulars. In addition, the annual consumer expenditure enquiry covering some key characteristics of employment-unemployment will also be carried out on a sample of four households in each sample FSU.

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

**1.1.3 Period of survey and work programme:** As mentioned earlier, fifty-eighth round will be of six months duration starting on 1<sup>st</sup> July 2002 and ending on 31<sup>st</sup> December 2002. The survey period of this round is divided into two sub-rounds of three months duration each as follows:

Table 1: Sub-rounds and period of survey

| sub-round no. | period of survey      |
|---------------|-----------------------|
| (1)           | (2)                   |
| 1             | July-September 2002   |
| 2             | October-December 2002 |

Equal number of sample FSUs will be allotted for survey in each of these two sub-rounds with a view to ensuring uniform spread of sample FSUs over the entire round. Attempt should be made to survey each such FSU during the sub-round to which it has been allotted. *Because of the arduous field conditions, this restriction need not be strictly enforced in Andaman and Nicobar Islands, Lakshadweep, rural areas of Arunachal Pradesh and Nagaland.*

**1.1.4 Schedules of enquiry:** The following table lists the schedules of enquiry for the current round:

Table 2: Schedules to be canvassed in NSS 58th round

| srl. no. | schedule no. | title of the schedule          |
|----------|--------------|--------------------------------|
| (1)      | (2)          | (3)                            |
| 1.       | 0.0          | list of households             |
| 2.       | 3.1          | village facilities             |
| 3.       | 0.21         | particulars of slum            |
| 4.       | 26           | survey of disabled persons     |
| 5.       | 1.2          | housing condition              |
| 6.       | 1.0          | household consumer expenditure |

**1.1.5 Participation of States:** In this round all the States and Union Territories except Andaman & Nicobar Islands, Dadra & Nagar Haveli and Lakshadweep are participating at least on an equal matching basis. The following table shows the matching pattern of the participating States/UTs.

Table 3: Prevalent matching pattern of the participating States/UTs

| <i>state / UT</i>    | <i>matching pattern</i> |
|----------------------|-------------------------|
| (1)                  | (2)                     |
| Nagaland (U), Delhi  | triple                  |
| J & K , Manipur      | double                  |
| Goa, Maharashtra (U) | one and half            |
| remaining states/UTs | equal                   |

## 1.2 Contents of Volume I

1.2.0 The present volume contains seven chapters and five appendices. Chapter one, besides giving an overview of the whole survey operation, discusses the concepts and definitions of certain important technical terms used in the survey. It also describes in detail the sampling design and the procedure of selection of households adopted for this round. Instructions for filling in schedule 0.0, schedule 3.1, schedule 0.21, schedule 26, schedule 1.2 and schedule 1.0 are given in Chapters Two to Seven respectively. Appendix-I and Appendix-II give the list of the FOD sub-regions and the list of NSS regions respectively. Appendix-III gives the list of towns with a million population as per Population Census 2001. Appendix-IV gives list of institution providing counselling/treatment to disabled persons and Appendix-V gives government benefit and concessions to disabled persons.

## 1.3 Concepts and Definitions:

1.3.0 Some broad information about the households will be collected during listing. These are required mainly to identify and to develop a frame for selection of households for schedule 26, schedule 1.2 and schedule 1.0. The definitions of the terms required in this connection are given below.

1.3.1 **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.

1.3.2 **Household:** A group of persons normally living together and taking food from a common kitchen will constitute a household. The members of a household may or may not be related by blood to one another. The following cases are to be noted while determining the group of persons as households for the current survey:

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

(ii) Undertrial 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 former persons will be considered as normal members of their parent households and will be counted there. Convicted prisoners undergoing sentence will be outside the coverage of the survey.

(iii) 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.

(iv) Foreign nationals will not be listed, nor their domestic servants, if by definition the later belong to the foreign national's household. If however, a foreign national becomes an Indian citizen for all practical purposes, he/she will be covered.

(v) Persons residing in barracks of military and paramilitary forces (like police, BSF etc.) will be kept outside the survey coverage for difficulty in conduct of survey therein. However, civilian population residing in their neighbourhood, including the family quarters of service personnel are to be covered, for which, of course, permission may have to be obtained from appropriate authorities.

(vi) Orphanages, rescue homes, ashrams and vagrant houses are outside the survey coverage. However, the students staying in hostels (if any) and the residential staff (other than monks/nuns) of ashrams may be listed. For orphanages, although orphans are not to be listed, the persons looking after them and staying there may be considered for listing.

**1.3.3 Household size:** The number of normally resident members of a household is its size. It will include temporary stay-aways but exclude temporary visitors and guests. 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) 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.

(ii) 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.

(iii) 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.

(iv) If a member of a household (say, a son or a daughter of the head of the household) 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.

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

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

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

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

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

**1.3.7 Building:** Building is a free-standing structure comprising one or more rooms or other spaces covered by a roof and usually enclosed within external walls or dividing walls which extend from the foundation to the roof. Dividing walls refer to the walls of adjoining buildings, i.e., dividing walls of a row of houses. These houses are practically independent of one another and likely to have been built at different times and owned by different persons. If more than one physically separated structure constitute one living unit, all of them together also form a building. Usually, building will have four external walls. But in some areas the nature of building construction is such that it has no walls. Instead, it has a roof which almost touches the ground and it is provided with an entrance. Such structures and also structures standing only on pillars will also be treated as buildings for the purpose of the survey.

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

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

**1.3.10 Flat:** A flat, generally, is a part of the building and has one or more rooms with self-contained arrangements and normal housing facilities like water supply, latrine, toilet, etc., which are used exclusively by the household residing therein or jointly with other

households. It also includes detached room or rooms with or without other housing facilities.

**1.3.11 Room:** A constructed area with walls or partitions on all side with at least one door way and a roof overhead. Wall / partition means a continuous solid structure (except for the doors, windows, ventilators, air-holes, etc.) extending from floor to ceiling. A constructed space with grill or net on one or more sides in place of wall or partition is not treated as a room. In case of conical shaped structures in which the roof itself is built to the floor level, the roof is also regarded as wall.

**1.3.12 Living room:** A room with floor area (carpet area) of at least 4 square metres, a height of at least 2 metres from the floor to the highest point in the ceiling and used for living purposes will be considered as a living room. Thus, rooms used as bedroom, sitting room, prayer room, dining room, servant's room - all are considered as living rooms provided they satisfy the size criterion. Kitchen, bathroom, latrine, store, garage etc. are not living rooms. A room used in common for living purpose and as kitchen or store is also considered as living room.

**1.3.13 Other room:** A room which does not satisfy the specification of 4 square metres floor area and 2 metres height from the floor to the highest point of the ceiling or a room which though satisfies the specification, not used for living purposes. A room satisfying the size criterion when shared by more than one household or when used for both residential and business purposes is to be treated as other room.

**1.3.14 Veranda:** A roofed space often without a door adjacent to living/other room. It is generally used as an access to the room(s) and is not walled from all sides. In other words, at least one side of such space is either open or walled only to some height or protected by grill, net etc. A veranda is considered as a 'covered veranda', if it is protected from all sides and an 'uncovered veranda', if is not protected at least from any one of the sides. A covered veranda may have a door also. Corridor or passage within the dwelling unit is treated as portion of a room or a veranda depending on its layout. However, veranda does not cover a common corridor or passage used mainly as an access to the dwelling itself.

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

**1.3.16 Slum:** A slum is a compact area within the First Stage Unit (FSU) with a collection of poorly built tenements, mostly of temporary nature, crowded together usually with inadequate sanitary and drinking water facilities in unhygienic conditions. Such an area will



be considered as a slum if at least 20 households live in that area for the purpose of this survey. Certain areas notified as slums by the respective municipalities, corporations, local bodies or development authorities will be treated as 'notified slums'. Slum will be considered in urban areas only. An area having at least 20 households of notified slum within an FSU will always be considered as a slum. Slum dwellings are commonly known as 'Jhopad Patti' in Bombay and 'Jhuggi Jhopri' in Delhi.

**1.3.17 Squatter settlement:** Sometimes an area develops into an unauthorised settlement with unauthorised structures put up by "squatters". Squatter settlement will include all slum like settlements which do not have the stipulated number of 20 households to be classified as a slum.

**1.3.18 Disability:** A person with restrictions or lack of abilities to perform an activity in the manner or within the range considered normal for a human being is treated as having disability. It excludes illness/injury of recent origin (morbidity) resulting into temporary loss of ability to see, hear, speak or move.

**1.3.19 Mental disability:** Persons who have difficulty in understanding routine instructions, who do not carry out their activities like others of similar age or exhibit behaviours like talking to self, laughing / crying, staring, violence, fear and suspicion without reason would be considered as mentally disabled for the purpose of the survey. The "activities like others of similar age" will include activities of communication (speech), self-care (cleaning of teeth, wearing clothes, taking bath, taking food, personal hygiene, etc.), home living (doing some household chores) and social skills.

**1.3.20 Visual disability:** By visual disability, it is meant, loss or lack of ability to execute tasks requiring adequate visual acuity. For the survey, visually disabled will include (a) those who do not have any light perception - both eyes taken together and (b) those who have light perception but cannot correctly count fingers of hand (with spectacles/contact lenses if he/she uses spectacles/contact lenses) from a distance of 3 metres (or 10 feet) in good day light with both eyes open. Night blindness is not to be considered as visual disability.

**1.3.21 Hearing disability:** This refers to persons' inability to hear properly. Hearing disability is to be judged taking into consideration the disability of the better ear. In other words, if one ear of a person is normal and the other ear has total hearing loss, then the person is to be judged as normal in hearing for the purpose of the survey. Hearing disability will be judged without taking into consideration the use of hearing aids (i.e., the position for the person when hearing aid is not used). Persons with hearing disability may have different degrees of disability, such as profound, severe or moderate. A person will be treated as having 'profound' hearing disability if he/she cannot hear at all or can only hear loud sounds, such as, thunder or understands only gestures. A person will be treated as having 'severe' hearing disability if he/she can hear only shouted words or can hear only if the speaker is sitting in the front. A person will be treated as having 'moderate' hearing disability if his/her disability is neither profound nor severe. Such a person will usually ask to repeat the words spoken by the speaker or will like to see the face of the speaker while he/she speaks or will feel difficulty in conducting conversations.

**1.3.22 Speech disability:** This refers to persons' inability to speak properly. Speech of a person is judged to be disordered if the person's speech is not understood by the listener. Persons with speech disability will include those who cannot speak, speak only with limited

words or those with loss of voice. It also includes those whose speech is not understood due to defects in speech, such as stammering, nasal voice, hoarse voice and discordant voice and articulation defects, etc.

**1.3.23 Locomotor disability:** A person with - (a) loss or lack of normal ability to execute distinctive activities associated with the movement of himself/herself and objects from place to place and (b) physical deformities, other than those involving the hand or leg or both, regardless of whether the same caused loss or lack of normal movement of body – will be considered as disabled with locomotor disability. Thus, persons having locomotor disability will include those with (a) loss or absence or inactivity of whole or part of hand or leg or both due to amputation, paralysis, deformity or dysfunction of joints which affects his/her “normal ability to move self or objects” and (b) those with physical deformities in the body (other than limbs), such as, hunch back, deformed spine, etc. Dwarfs and persons with stiff neck of permanent nature who generally do not have difficulty in the normal movement of body and limbs will also be treated as disabled.

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

**1.3.25 Economic activity:** Any activity resulting in production of goods and services that adds value to national product is considered as economic activity. Such activities include production of all goods and services for market i.e. production for pay or profit and the production of primary commodities for own consumption and own account production of fixed assets, among the non-market activities. The entire spectrum of human activity falls into two categories viz. economic and non-economic activities. The economic activities have two parts - market activities and non-market activities. Market activities are those that involve remuneration to those who perform it i.e., activity performed for pay or profit. These are essentially production of goods and services for the market including those of government services etc. Non-market activities are the production for own consumption of primary products including own account processing of primary products and own account production of fixed assets. However the whole spectrum of economic activities as defined in the UN System of National Accounts (SNA) will not be covered under 'economic activity' for this round. The term "economic activity" will include:

- (i) all the market activities described above i.e. the activities performed for pay or profit, and

(ii) of the non-market activities:

(a) all the activities relating to agricultural sector which result in production (including gathering of uncultivated crops, forestry, collection of firewood, hunting, fishing etc.) of agricultural produce for own consumption and

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

It is to be noted that *the activities like prostitution, begging, smuggling etc. that may result in earnings will not, by convention, be considered as economic activities.*

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

(i) working or being engaged in economic activity (work) as defined in above para

(ii) being not engaged in economic activity (work) and either making tangible efforts to seek 'work' or being available for 'work' if the 'work' is available and

(iii) being not engaged in any economic activity (work) and also not available for 'work'.

Activity statuses mentioned in (i) & (ii) above are associated with 'being in labour force' and (iii) with 'not being in the labour force'. Within the labour force activity status (i) is associated with 'employment' and that of (ii) with 'unemployment'.

Classification of each individual into a unique status poses a problem when more than one of the three activity statuses listed above is concurrently obtained for a person. In such an eventuality, the identification uniquely under any one of the three activity statuses is done by adopting either the major time or priority criterion. The former is used for classification of persons under 'usual activity status' and the latter for classification of persons under 'current activity status'. The three major activity statuses have been further sub-divided into several detailed activity categories. If a person categorised as engaged in economic/non-economic activity, by adopting one of the two criteria mentioned above, is found to be pursuing more than one economic/non-economic activity during the reference period, the appropriate detailed status code will relate to the activity in which relatively more time has been spent.

**1.3.27 Workers (or employed):** Persons who are engaged in any economic activity or who, despite their attachment to economic activity, have abstained from work for reason of illness, injury or other physical disability, bad weather, festivals, social or religious functions or other contingencies necessitating temporary absence from work 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'.

**1.3.28 Seeking or available for work (or unemployed):** Persons, who owing to lack of work, have 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 conditions of work and remuneration are considered as those who are 'seeking or available for work' (or unemployed).

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

**1.3.30 Rural labour:** This is defined as manual labour (by a person living in rural area) in agricultural and/or non-agricultural occupations in return for wages/salary either in cash or kind (excluding exchange labour). A person who is self-employed in manual work will not be treated as a wage-paid manual labourer.

**1.3.31** The term 'manual work' means a job essentially involving physical operations. However, a job though essentially involving physical labour but also requiring a certain level of general, professional, scientific or technical education will not be classified 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 will be treated as manual work. Thus the definition will exclude engineers, doctors, dentists, midwives, etc. from manual workers even though their jobs involve some element of physical labour but will include peons, chowkidars, watchmen, etc. even if their work does not involve much of physical labour. Manual work will cover one or more of the following occupational groups of the National Classification of Occupations (Revised 1968): -

**Division 5 - Service workers:**

Group 52: cooks, waiters, bartenders and related workers.

Group 53: maids and other housekeeping service workers.

Group 54: building caretakers, sweepers, cleaners and related workers.

Group 55: launders, dry cleaners and pressers.

Group 56: hairdressers, barbers, beauticians and related workers.

Family 570: fire fighters.

Family 574: watchmen, gatekeepers

Family 579: protective service workers not elsewhere classified.

**Division 6: Farmers, Fishermen, Hunters, Loggers and related workers: -**

Group 63: agricultural labourers.

Group 64: plantation labourers and related workers.

Group 65: other farm workers.

Group 66: forestry workers.

Group 67: hunters and related workers.

Group 68: fishermen and related workers.

**Divisions 7-8-9:** Production & related workers, Transport equipment operators and Labourers:

All groups excluding Group 85 (electrical fitters and related workers) and Group 86 (broadcasting station and sound equipment operators and cinema projectionists).

**1.3.32 Agricultural labour:** A person will be treated as wage-paid manual labourer in agriculture, or in other words, agricultural labourer if he/she follows one or more of the following agricultural occupations in the capacity of a labourer on hire or on exchange, whether paid wholly in cash or in kind or partly in cash and partly in kind:

- a) farming including cultivation and tillage, etc.;
- b) dairy farming;
- c) production, cultivation, growing and harvesting of any horticultural commodity;
- d) raising of livestock, bees or poultry and
- e) any practice performed on a farm as incidental to or in conjunction with farm operations (including any forestry or timbering operations and the preparation for market and delivery to storage or to market or to carriage for transportation to market of farm produce).

It may be noted that wage paid manual labours in 'fisheries' are excluded from the purview of the category 'agricultural labour' but included in 'other labour'. Further, carriage for transportation will refer only to the first stage of the transportation from farm to the first place of disposal.

**1.3.33 Self-employed in household enterprise:** Persons who operate their own farm or non-farm enterprises or are engaged independently in a profession or trade on own account or with one or a few partners are self-employed in household enterprises. The essential feature of self-employment is that the remuneration is determined wholly or mainly by sales or profits of the goods or services which are being produced. In the case of 'putting out' system where part of a job is performed in different household enterprises, persons will be considered as self-employed if they have some tangible or intangible means of production and their work is a kind of enterprise to them and the fee or remuneration really consists of two parts viz., the share of their labour and the profit of the enterprise. The self-employed persons may again be categorised into the following three groups:

- (i) **Own account workers:** These are the self-employed persons 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:** 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:** Helpers are category of self-employed persons, mostly family members, who keep themselves engaged in their household enterprises, working full or part time and do not receive any regular salary or wages in return for the work performed. They do not run the household enterprise on their own but assist the related person living in the same household in running the household enterprise. Persons who worked in the capacity of 'helpers' but had a share in the family earning will be considered as 'helpers'.

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

**1.3.35 Casual wage labour:** A person casually engaged in others' 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 labourer. Usually, in the rural areas, a class of labourers can be seen who normally engage themselves in 'public works' activities. 'Public works' are those activities, which are sponsored by Government or local bodies for construction of roads, bunds, digging of ponds, etc. as 'test relief' measures (like flood relief, drought relief, famine relief, etc.) and also employment generation schemes under various poverty alleviation programmes.

**1.3.36 Usual (principal) activity status:** The usual activity status relates to the activity status of a person during the reference period of 365 days preceding the date of survey. The activity status on which a person spent relatively longer time (major time criterion) during the 365 days preceding the date of survey is considered the principal usual activity status of the person. In the first instance the broad principal usual activity of the person will be identified based on the various activities pursued by the person during the reference period of last 365 days adopting a relatively long time (or major time) criterion, not necessarily for a continuous period. The broad principal usual activity status will be one of the three categories viz. 'employed' (working), 'unemployed' (available for work) or 'not in labour force' (neither willing nor available for work). It is to be noted that in deciding this, only the normal working hours available for pursuing various activities need be considered, and not the 24 hours of a day. The broad principal usual activity status will be obtained on the basis of a two- stage dichotomous classification depending on the major time spent. Persons will be classified in the first stage into (i) those who are engaged in any economic activity (i.e., employed) and/or available for any economic activity (i.e., unemployed) and (ii) who are not engaged and not available for any economic activity i.e., the persons will be first classified as those in the labour force and those not in the labour force depending on in which of these two statuses the person spent major part of the year. In the second stage, those who are found in the labour force will be further classified into working (i.e., engaged in economic activity or employed) and seeking and/or available for work (i.e., unemployed) based on the major time spent.

**1.3.37 Subsidiary economic activity:** For a person it may be necessary to ascertain whether he or she worked in a subsidiary capacity during the 365 days preceding the date of survey or not; in other words, whether he or she had a subsidiary economic usual status. This has to be ascertained for all the three broad categories of persons initially classified as 'employed', 'unemployed' and 'not in labour force'. To illustrate, a person categorised as working and

assigned the principal usual activity status 'self-employed' may also be engaged for a relatively shorter time during the year as casual wage labour. In such a case, he will be considered to have worked also in a subsidiary capacity (i.e., having a subsidiary economic status which is different from the principal status). On the other hand, a person may be self-employed in trade for a relatively longer period and simultaneously also engaged in agricultural production for a relatively minor time. In such a case, the principal usual activity status will be 'self-employed in trade' and subsidiary economic status, 'self-employed in agriculture'. Similarly, persons categorised as 'unemployed' or 'not in labour force' on the basis of 'relatively longer time' criterion might have pursued some economic activity for relatively shorter time during the year. In all the above cases, they will be treated to have had subsidiary economic usual status. It may be noted that engagement in work in subsidiary capacity may arise out of two situations:

(i) a person may be engaged for a relatively longer period during the 365 days in one economic activity/non-economic activity and for a relatively shorter period in another economic activity;

(ii) a person may be pursuing one economic activity/non-economic activity almost throughout the year in the principal status and also simultaneously pursuing another economic activity for relatively shorter time in a subsidiary capacity.

**1.3.38 Current weekly activity status:** The current weekly activity status of a person will be the activity status obtaining for a person during a reference period of seven days preceding the date of survey. Irrespective of the usual activity pursued by a person, his/her current weekly activity will be determined strictly on the basis of the activities pursued by the person during the reference period of seven days preceding the date of survey adopting the priority criterion. Even self-employed persons, one need not prejudge and take for granted that the current activity situation for them will be identical with the usual activity situation. A careful probe on the part of the investigator regarding the various activities pursued by the person during the seven days preceding the date of survey is, therefore, necessary for ascertaining his/her current weekly activity status. In defining the 'activity status', it has already been mentioned that the activities are grouped broadly into three categories, namely:

- (i) working,
- (ii) not working but seeking and/or available for work, and
- (iii) neither working nor available for work.

According to the priority criterion, the status of 'working' gets priority over the status 'not working but seeking and/or available for work' which in turn gets priority over the status of 'neither working nor available for work'. In the category, 'not working but seeking and/or available for work', the status 'seeking' gets priority over the status of 'not seeking but available for work'. A person would be considered 'working (or employed)' if he/she while pursuing any economic activity had worked for at least one hour on any one day during the week preceding the date of survey. A person would be considered 'seeking and/or available for work (or unemployed)' if during the reference week no 'work' was done by the person but he or she had made efforts to get work or had been available for work during the reference week though not actively seeking work, in the belief that no work was available. A person who had neither worked nor was available for work will be considered to be engaged in non-economic activities (or not in labour force).

**1.3.39 Household monthly per capita expenditure:** Household consumer expenditure is measured as the expenditure incurred by a household on domestic account during a specified

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

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

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

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

**1.3.41 Public Distribution System (PDS)** means the distribution of some essential commodities by the government at subsidised rate through ration shops, fair price shops and control shops. These shops may be owned by the government, local self-government, a government undertaking, the proprietor of a firm, co-operatives or private persons (individually or jointly) or other bodies like club, trust, etc. For kerosene, "public distribution system" will also include kerosene depots selling kerosene at controlled prices. "Super bazaars" and co-operative stores will not generally be included under public distribution system. However, when they sell rationed commodities also at controlled prices against ration cards, they will be taken as ration shops for particular commodities. (Presentation of ration card may not, however, be obligatory for some controlled price commodities like kerosene, coal, etc.).

## 1.4 Sample Design

**1.4.1 Outline of Sample Design:** A stratified multi-stage design has been followed for the conduct of survey of NSS 58<sup>th</sup> round. The first-stage units are census villages (panchayat



wards for Kerala) in the rural sector and the NSSO Urban Frame Survey (UFS) blocks in the urban sector. The ultimate stage units are households in both the sectors.

**1.4.2 Sampling Frame for First-Stage Units:** *For the rural sector*, the list of Census 1991 villages (panchayat wards for Kerala) and Census 1981 villages for J & K will constitute the sampling frame. *For the urban sector*, the list of latest available Urban Frame Survey (UFS) blocks will be considered as the sampling frame.

### 1.4.3 Stratification

**1.4.3.1 Rural sector:** Two **special strata** have been formed as given below at the State/ UT level on the basis of Population Census 1991 viz.

Stratum 1: all FSUs with population between 0 to 50, and

Stratum 2: FSUs with population more than 15,000

The special stratum 1 will be formed if at least 50 such FSU's are found in a State/UT. Similarly, special Stratum 2 will be formed if at least 4 such FSUs are found in a State/UT. Otherwise, such FSUs will be merged with the general strata.

From the remaining FSUs (not covered under stratum 1 & 2) **general strata** (hereafter, stratum will refer to general stratum unless otherwise mentioned) will be formed and numbered 3, 4, 5 .... etc. (even if no special strata have been formed). Each district of a State/UT will normally be treated as a separate stratum. However, if the provisional population of the district is greater than or equal to 2.5 million *as per Census 2001*, the district will be divided into two or more strata with more or less equal population as per population census 1991 by grouping contiguous tehsils. However, in Gujarat, some districts are not wholly included in an NSS region. In such cases, the part of the district falling in an NSS region will constitute a separate stratum.

**1.4.3.2 Urban sector:** In the urban sector, stratum will be formed within each NSS region on the basis of size class of towns as per *Census 1991 town population except for towns specified in Appendix-III. The stratum number and their composition (within each region) are given below.*

Table 4: Composition of Urban Strata & their numbering

| stratum no.  | composition                                 |
|--------------|---|
| (1)          | (2)   |
| 1            | all towns with population (P) < 0.1 million |
| 2            | all towns with $0.1 \leq P < 0.5$ million   |
| 3            | all towns with $0.5 \leq P < 1$ million     |
| 4, 5, 6, ... | each town with $P \geq 1$ million           |

The stratum numbers will be retained as above even if, in some regions, some of the stratum is not formed.

**1.4.4 Sub-stratification:** *There will be no sub-stratification in the rural sector.* However, to cover more number of households living in slums, in urban sector each stratum will be divided into 2 sub-strata as follows:-

sub-stratum 1: all UFS blocks having area type 'slum area'

sub-stratum 2: remaining UFS blocks

If there is only one UFS block with area type 'slum area' within a stratum, sub-stratum 1 will not be formed; it will be merged with sub-stratum 2.

**1.4.5 Total sample size (FSUs):** A total number of 8456 and 9346 first-stage units have been selected for survey in the Central and State samples respectively. The sample size by State and Sector is given in Table 9.

**1.4.6 Allocation of total sample to States and UTs:** The total sample FSUs was allocated to the States and UTs in proportion to provisional population as per Census 2001 subject to the availability of investigators ensuring more or less uniform work-load.

**1.4.7 Allocation of State/ UT level sample to Rural and Urban sectors:** State/UT level sample was allocated between two sectors in proportion to provisional population *as per Census 2001* with double weightage to urban sector.

**1.4.8 Allocation of Rural /Urban sector level sample size to strata / sub-strata:** Both rural and urban sector samples allotted to a State/UT were allocated to different strata in proportion to population of the stratum. All the stratum-level allocations were adjusted to multiple of 2. Stratum-level sample size in the urban sector was further allocated to the 2 sub-strata in proportion to the number of UFS blocks in them with double weightage to sub-stratum 1 subject to a minimum sample size of 2 or 4 to sub-stratum 1 according as stratum-level allocation is 4 or greater than 4. Sub-stratum level allocations in the urban sector were made even. State-wise distribution of sample villages/blocks for Central and State sample is given in Table 9.

**1.4.9 Selection of FSUs:** FSUs were selected in the form of two independent sub-samples in both the sectors. For special stratum 2 and all the general strata of rural sector, FSUs were selected by probability proportional to size with replacement (PPSWR) where size is the 1991 census population. For urban sector and special stratum 1 of rural sector, FSUs were selected by simple random sampling without replacement (SRSWOR).

#### 1.5 Selection of hamlet-groups/sub-blocks / households - important steps

**1.5.0 Proper identification of the FSU boundaries:** The first important task of the field investigators is to ascertain the exact boundaries of the sample FSU as per its identification particulars given in the sample list. For urban samples, the boundaries of each Urban Frame Survey (UFS) block may be identified by referring to the map corresponding to the frame code specified in the sample list (even though map of the block for a latter period of the UFS might be available).

**1.5.1 Criterion for hamlet-group/sub-block formation:** After identification it is to be determined whether listing will be done in the whole sample FSU or not. Large villages/blocks having approximate *present population* 1200 or more will be divided into a suitable number of hamlet-groups/sub-blocks respectively as given in Table 5 below:

Table 5: Number of hamlet-groups/sub-blocks to be formed

| approximate present population<br>of the sample village/block | no. of hamlet-groups/sub-blocks<br>to be formed |
|---|---|
| less than 1200  | 1   |

|               |                                       |
|---------------|---------------------------------------|
|               | (no hamlet-group/sub-block formation) |
| 1200 to 1799  | 3                                     |
| 1800 to 2399  | 4                                     |
| 2400 to 2999  | 5                                     |
| 3000 to 3599  | 6                                     |
| ....and so on |                                       |

For rural areas of Himachal Pradesh, Sikkim and Poonch, Rajouri, Udhampur and Doda districts of Jammu and Kashmir and Idukki district of Kerala where habitation pattern causes difficulty in listing due to topography of the area hg formation criterion has been relaxed for which number of hamlet groups to be formed as per population criterion is given in Table 5A below:

Table 5A: Number of hamlet-groups/sub-blocks to be formed

| approximate present population<br>of the sample village | no. of hamlet-groups/ sub-blocks<br>to be formed |
|---|--|
| less than 600   | 1<br>(no hamlet-group/sub-block formation)       |
| 600 to 899  | 3  |
| 900 to 1199   | 4  |
| 1200 to 1499  | 5  |
| ....and so on   |  |

Hamlet-groups / sub-blocks will be formed in a way to have approximately equal population content. *For large urban blocks*, the sub-block (sb) having slum dwellers, if any, will be selected with probability 1 and will be termed as *segment 1*. However, if there is more than one sb having slum dwellers, the sb having maximum number of slum dwellers will be selected as *segment 1*. After selection of sb for segment 1, one more sb will be selected by simple random sampling (SRS) from the remaining sb's of the block and will be termed as *segment 2*. For example, a whole sample block is in a slum area. Its population is 1300. Then, three sub-blocks will be formed. The one which has maximum slum dwellers may be taken as segment 1. Another one out of the remaining two sub-blocks will be selected by simple random sampling (SRS) to form segment 2. *For large blocks (having no slum areas)* two sub-blocks will be selected by simple random sampling without replacement (SRSWOR) and **will be combined** to form *segment 2*. For urban blocks without sub-block formation, segment number will be 1 or 2 depending on whether the block is having a slum or not. For *large villages* two hamlet-groups will be selected by SRSWOR and **will be combined** to form *segment 2*. For villages without hamlet-group formation, segment number will also be 2. The segments will be considered **separately** for listing and selection of the ultimate-stage units.

**1.5.2 Formation of hamlet-groups/sub-blocks:** In case hg's/sb's are to be formed in the sample FSU, the same may be always done by more or less **equalizing** population (refer to chapter two for details). Please note that while doing so, it is to be ensured that the hg's/sb's formed are clearly identifiable in terms of physical landmarks.

**1.5.3 Listing of households:** Having determined the segments i.e. area(s) to be considered for listing, the next step is to list all the households [including those found to be temporarily locked after ascertaining temporariness of locking of households from local enquiry]. Listing and selection of households will be done separately for segment 1 and segment 2. For

segment 2 comprising two sub-blocks or two hamlet-groups, the sub-block/hamlet-group with order of selection 1 will be listed first and that with order of selection 2 will be listed next but selection of households will be made from the combined list.

**1.5.4 Formation of Second Stage Strata (SSS) and selection of households for schedules 1.2 and 1.0:** In each selected village/block/segment, three and two second stage strata (SSS) will be formed for schedule 1.2 and schedule 1.0 respectively on the basis of structure type in rural areas and household MPCE in urban areas. The number of households to be selected is indicated in Tables 6 & 7 given below.

Table 6: Composition of SSS with number of households to be surveyed for schedule 1.2

| SSS no.      | composition of SSS                                       | no. of hhs to be surveyed for schedule 1.2 |   |
|--------------|--|--|---|
|              |  | without segment formation                  | with segment formation (for each segment) |
| <b>rural</b> |  |  |   |
| SSS 1:       | households having pucca dwelling structure               | 4  | -   |
| SSS 2:       | households having semi-pucca dwelling structure          | 4  | -   |
| SSS 3:       | other households   | 4  | -   |
| <b>urban</b> |  |  |   |
| SSS 1:       | households having MPCE of top 10% of urban population    | 4  | 2   |
| SSS 2:       | households having MPCE of middle 60% of urban population | 4  | 2   |
| SSS 3:       | households having MPCE of bottom 30% of urban population | 4  | 2   |

**Table 7: Composition of SSS with number of households to be surveyed for schedule 1.0**

| SSS no. | composition of SSS                                    | no. of hhs to be surveyed for schedule 1.0 |   |
|---------|---|--|---|
|         |   | without segment formation                  | with segment formation (for each segment) |
| rural   |   |  |   |
| SSS 1:  | households having pucca dwelling structure            | 2  | -   |
| SSS 2:  | other households                                      | 2  | -   |
| urban   |   |  |   |
| SSS 1:  | households having MPCE of top 10% of urban population | 2  | 1   |
| SSS 2:  | other households                                      | 2  | 1   |

The sample households will be selected by SRSWOR from each SSS.

**1.5.5 Formation of Second Stage Strata (SSS) and selection of households for schedule 26:** In each selected village/block/segment, three second stage strata (SSS) will be formed on the basis of disability type. The number of households to be selected is indicated in Table 8 as given below:

*Table 8: Composition of SSS with number of households to be surveyed for schedule 26*

| SSS no. | composition of SSS  | no. of hhs to be surveyed for schedule 26 |   |
|---------|---|---|---|
|         |   | Without segment formation                 | with segment formation (for each segment) |
| SSS 1:  | households having at least one person with mental disability  | 4   | 2   |
| SSS 2:  | households having at least one person with speech/hearing/visual disability out of remaining households | 4   | 2   |
| SSS 3:  | households having at least one person with locomotor disability out of remaining households             | 4   | 2   |

The sample households will be selected by SRSWOR from each SSS.

For a household having a person with more than one disability (i.e. multiple disability), SSS will be assigned by priority criterion e.g. a household having a person with mental disability as well as locomotor disability will be classified under SSS 1 and a household having one person with speech disability and another person with locomotor disability will be classified under SSS 2.

**1.5.6 Shortfall of households to be surveyed:** The number of sample households to be surveyed in each FSU is 12, 12 and 4 for Schedule 26, 1.2 and 1.0 respectively. In case there is any shortfall in any of the schedules 26, 1.0, and 1.2, compensation will be made between segments of the same SSS, if any, at the first instance and subsequently within segment starting from SSS 1 and lastly from SSS 1 of the other segment, if any. However, if the number of households is less than or equal to the required number of households in the frame (12 for each of schedule 1.2 and schedule 26 and 4 for schedule 1.0), then all of them will be surveyed without resorting to any selection procedure.

*Procedure with examples giving compensation rules for schedules 1.2 and 26*

**Case (1): Only segment 2 has been formed:** If total number of households in segment 2 is more than 12, the steps given below may be followed:

1. Assign maximum possible allocations ( $\leq 4$ ) for each SSS and identify the SSS having shortfall ( a '\*' mark may be given). .....(**It 1**)
2. Increase the allocation by 1 for each SSS having more than 4 households in frame starting from SSS 1. Stop, if the total allocation becomes 12. ....( **It 2**)

3. If the shortfall is not compensated in step 2, repeat the process until the allocation of 12 households is completed. .... (It 3, It 4,).

4. Obtain the values of final allocations (h) for each SSS.

| Example 1        |    |     |        |    | Example2 |     |        |        |    |
|------------------|----|-----|--------|----|----------|-----|--------|--------|----|
| SSS              | H  | It1 | It2    | h  | H        | It1 | It2    | It3    | h  |
| <b>1</b>         | 2  | 2*  | –      | 2  | 0        | 0*  | –      | –      | 0  |
| <b>2</b>         | 6  | 4   | 1      | 5  | 6        | 4   | 1      | 1      | 6  |
| <b>3</b>         | 8  | 4   | 1      | 5  | 12       | 4   | 1      | 1      | 6  |
| <b>total</b>     | 16 | 10  | 2 (12) | 12 | 18       | 8   | 2 (10) | 2 (12) | 12 |
| <b>shortfall</b> | –  | 2   | 0      | ×  | –        | 4   | 2      | 0      | ×  |

| Example 3        |    |     |     |     |        |    | Example 4 |     |        |    |
|------------------|----|-----|-----|-----|--------|----|-----------|-----|--------|----|
| SSS              | H  | It1 | It2 | It3 | It4    | h  | H         | It1 | It2    | h  |
| <b>1</b>         | 3  | 3*  | –   | –   | –      | 3  | 5         | 4   | 1      | 5  |
| <b>2</b>         | 2  | 2*  | –   | –   | –      | 2  | 7         | 4   | –      | 4  |
| <b>3</b>         | 9  | 4   | 1   | 1   | 1      | 7  | 3         | 3*  | –      | 3  |
| <b>total</b>     | 15 | 9   | 1   | 1   | 1 (12) | 12 | 15        | 11  | 1 (12) | 12 |
| <b>shortfall</b> | –  | 3   | 2   | 1   | 0      | ×  | –         | 1   | 0      | ×  |

Note: \* indicates the SSS having shortfall.

Figures within brackets indicate the cumulative totals after the iteration.

**Case (2): Both segments 1 & 2 have been formed:** If total number of households in segments 1 and 2 is more than 12, the steps given below may be followed. Stop as soon as total allocation reaches 12.

1. Assign maximum possible allocations ( $\leq 2$ ) for each SSS and identify those segment  $\times$  SSS which have shortfall (a '\*' mark may be given). .... (It 1)

2 Start with '\*' marked SSS of segment 1. Increase the allocation by 1 or 2 depending on the shortfall and availability of households for corresponding SSS of other segment. Repeat the process for all '\*' marked SSS of segments 1 and 2. .... (It 2)

3. If the total allocation for each segment is 6 or the total allocation for both the segments together is 12 or the households in the frames have been exhausted then final allocations have been reached.

4. Otherwise, identify the segment which has a shortfall i.e. where segment allocation is less than 6. Increase the allocation by 1 at a time for each SSS having more than allocated number of households in the frame starting from SSS 1 of that segment. Do the same for the other segment if it also has a shortfall. .... (It 3)

5. If the shortfall is not compensated after step 3 fully, increase the allocation of the other SSS of the other segment adding one at a time till the allocation of 12 households is achieved subject to the availability. .... (It 4)

6. Obtain the values of final allocations (h) for each segment  $\times$  SSS.

Following tabular format may be useful for compensation strategy

| segment          | SSS              | H           | It1                      | It2  | It3 | It4 | h                 |
|------------------|------------------|-------------|--------------------------|--|-----|-----|-------------------|
| <b>1</b>         | <b>1</b>         | $H_{11}$    |                          |  |     |     | $h_{11}$          |
|                  | <b>2</b>         | $H_{12}$    |                          |  |     |     | $h_{12}$          |
|                  | <b>3</b>         | $H_{13}$    |                          |  |     |     | $h_{13}$          |
|                  | <b>total</b>     | $N_1$       | $N_{11}$                 | $N_{12}$                                     | ..  | ..  | $h_1$             |
|                  | <b>shortfall</b> | —           | $6 - N_{11}$             | $6 - N_{11} - N_{12}$                        | ..  | ..  |                   |
| <b>2</b>         | <b>1</b>         | $H_{21}$    |                          |  |     |     | $h_{21}$          |
|                  | <b>2</b>         | $H_{22}$    |                          |  |     |     | $h_{22}$          |
|                  | <b>3</b>         | $H_{23}$    |                          |  |     |     | $h_{23}$          |
|                  | <b>total</b>     | $N_2$       | $N_{21}$                 | $N_{22}$                                     | ..  | ..  | $h_2$             |
|                  | <b>shortfall</b> | —           | $6 - N_{21}$             | $6 - N_{21} - N_{22}$                        | ..  | ..  |                   |
| <b>Total</b>     |                  | $N_1 + N_2$ | $N_{11} + N_{21}$        | $N_{12} + N_{22}$                            | ..  | ..  | $h = (h_1 + h_2)$ |
| <b>Shortfall</b> |                  | —           | $12 - (N_{11} + N_{21})$ | $12 - (N_{11} + N_{21}) - (N_{12} + N_{22})$ | ..  | ..  |                   |

The procedure for compensation for schedule 1.0 may be made following the above procedure.

**Example 1**

| segment          | SSS              | H  | It1 | It2 | It3 | h  |
|------------------|------------------|----|-----|-----|-----|----|
| <b>1</b>         | <b>1</b>         | 1  | 1*  | —   | —   | 1  |
|                  | <b>2</b>         | 2  | 2   | —   | —   | 2  |
|                  | <b>3</b>         | 15 | 2   | —   | 1   | 3  |
|                  | <b>total</b>     | 18 | 5   | —   | 1   | 6  |
|                  | <b>shortfall</b> | —  | 1   | 1   | 0   | ×  |
| <b>2</b>         | <b>1</b>         | 1  | 1*  | —   | —   | 1  |
|                  | <b>2</b>         | 1  | 1*  | —   | —   | 1  |
|                  | <b>3</b>         | 18 | 2   | —   | 2   | 4  |
|                  | <b>total</b>     | 20 | 4   | —   | 2   | 6  |
|                  | <b>shortfall</b> | —  | 2   | 2   | 0   | ×  |
| <b>Total</b>     |                  | 38 | 9   | —   | 3   | 12 |
| <b>Shortfall</b> |                  | —  | 3   | 3   | 0   | ×  |

\* Indicates the SSS having shortfall.

**Example 2**

| segment          | SSS              | H  | It1 | It2 | h  |
|------------------|------------------|----|-----|-----|----|
| <b>1</b>         | <b>1</b>         | 2  | 2   | —   | 2  |
|                  | <b>2</b>         | 1  | 1*  | —   | 1  |
|                  | <b>3</b>         | 15 | 2   | —   | 2  |
|                  | <b>total</b>     | 18 | 5   | —   | 5  |
|                  | <b>shortfall</b> | —  | 1   | 1   | ×  |
| <b>2</b>         | <b>1</b>         | 2  | 2   | —   | 2  |
|                  | <b>2</b>         | 3  | 2   | 1   | 3  |
|                  | <b>3</b>         | 18 | 2   | —   | 2  |
|                  | <b>total</b>     | 23 | 6   | 1   | 7  |
|                  | <b>shortfall</b> | —  | 0   | 0   | ×  |
| <b>Total</b>     |                  | 41 | 11  | 1   | 12 |
| <b>Shortfall</b> |                  | —  | 1   | 0   | ×  |

\* Indicates the SSS having shortfall.

**Example 3**



| segment          | SSS              | H  | It1 | It2 | It3 | h  |
|------------------|------------------|----|-----|-----|-----|----|
| <b>1</b>         | <b>1</b>         | 3  | 2   | 1   | —   | 3  |
|                  | <b>2</b>         | 0  | 0*  | —   | —   | 0  |
|                  | <b>3</b>         | 25 | 2   | —   | 1   | 3  |
|                  | <b>total</b>     | 28 | 4   | 1   | 1   | 6  |
|                  | <b>shortfall</b> | —  | 2   | 1   | 0   | ×  |
| <b>2</b>         | <b>1</b>         | 0  | 0*  | —   | —   | 0  |
|                  | <b>2</b>         | 5  | 2   | 2   | —   | 4  |
|                  | <b>3</b>         | 56 | 2   | —   | —   | 2  |
|                  | <b>total</b>     | 61 | 4   | 2   | 6   | 6  |
|                  | <b>shortfall</b> | —  | 2   | 0   | 0   | ×  |
| <b>Total</b>     |                  | 89 | 8   | 3   | 1   | 12 |
| <b>Shortfall</b> |                  | —  | 4   | 1   | 0   | ×  |

\* Indicates the SSS having shortfall.

#### Example 4

| segment          | SSS              | H  | It1 | It2 | It3 | h  |
|------------------|------------------|----|-----|-----|-----|----|
| <b>1</b>         | <b>1</b>         | 5  | 2   | —   | 1** | 3  |
|                  | <b>2</b>         | 1  | 1*  | —   | —   | 1  |
|                  | <b>3</b>         | 30 | 2   | —   | —   | 2  |
|                  | <b>total</b>     | 36 | 5   | —   | 1   | 6  |
|                  | <b>shortfall</b> | —  | 1   | 1   | 0   | ×  |
| <b>2</b>         | <b>1</b>         | 2  | 2   | —   | —   | 2  |
|                  | <b>2</b>         | 1  | 1*  | —   | —   | 1  |
|                  | <b>3</b>         | 40 | 2   | —   | 1   | 3  |
|                  | <b>total</b>     | 43 | 5   | —   | 1   | 6  |
|                  | <b>shortfall</b> | —  | 1   | 1   | 0   | ×  |
| <b>Total</b>     |                  | 79 | 10  | —   | 2   | 12 |
| <b>Shortfall</b> |                  | —  | 2   | 2   | 0   | ×  |

\* Indicates the SSS having shortfall.

\*\* Adjusted from the first SSS having available households.

**1.6 Treatment of casualty households:** If a sampled household cannot be surveyed due to some reasons, substitution may be resorted to a maximum of two times before leaving it as casualty.

| <b>Table 9: Distribution of sample villages and blocks for NSS 58<sup>th</sup> round survey</b> |                               |             |             |              |             |             |
|---|-------------------------------|-------------|-------------|--------------|-------------|-------------|
| state   | no. of sample villages/blocks |             |             |              |             |             |
|   | central sample                |             |             | state sample |             |             |
|   | rural                         | urban       | total       | rural        | urban       | total       |
| (1)   | (2)                           | (3)         | (4)         | (5)          | (6)         | (7)         |
| A. & N. Islands   | 20                            | 16          | 36          | -            | -           | -           |
| Andhra Pradesh  | 308                           | 224         | 532         | 308          | 224         | 532         |
| Arunachal Pradesh   | 72                            | 36          | 108         | 72           | 36          | 108         |
| Assam   | 236                           | 68          | 304         | 236          | 68          | 304         |
| Bihar   | 364                           | 84          | 448         | 364          | 84          | 448         |
| Chandigarh  | 8                             | 20          | 28          | 8            | 20          | 28          |
| Chhatisgarh   | 84                            | 40          | 124         | 84           | 40          | 124         |
| Dadra & Nagar Haveli  | 12                            | 12          | 24          | -            | -           | -           |
| Daman & Diu   | 8                             | 16          | 24          | 8            | 16          | 24          |
| Delhi   | 8                             | 144         | 152         | 24           | 432         | 456         |
| Goa   | 8                             | 8           | 16          | 12           | 12          | 24          |
| Gujarat   | 120                           | 136         | 256         | 120          | 136         | 256         |
| Haryana   | 80                            | 64          | 144         | 80           | 64          | 144         |
| Himachal Pradesh  | 104                           | 20          | 124         | 104          | 20          | 124         |
| Jammu & Kashmir   | 152                           | 100         | 252         | 304          | 200         | 504         |
| Jharkhand   | 132                           | 76          | 208         | 132          | 76          | 208         |
| Karnataka   | 180                           | 188         | 368         | 180          | 188         | 368         |
| Kerala  | 172                           | 108         | 280         | 172          | 108         | 280         |
| Lakshadweep   | 8                             | 8           | 16          | -            | -           | -           |
| Madhya Pradesh  | 244                           | 180         | 424         | 244          | 180         | 424         |
| Maharashtra   | 292                           | 420         | 712         | 292          | 630         | 922         |
| Manipur   | 92                            | 60          | 152         | 184          | 120         | 304         |
| Meghalaya   | 64                            | 32          | 96          | 64           | 32          | 96          |
| Mizoram   | 80                            | 152         | 232         | 80           | 152         | 232         |
| Nagaland  | 44                            | 20          | 64          | 44           | 60          | 104         |
| Orissa  | 192                           | 68          | 260         | 192          | 68          | 260         |
| Pondicherry   | 12                            | 40          | 52          | 12           | 40          | 52          |
| Punjab  | 104                           | 104         | 208         | 104          | 104         | 208         |
| Rajasthan   | 228                           | 140         | 368         | 228          | 140         | 368         |
| Sikkim  | 56                            | 16          | 72          | 56           | 16          | 72          |
| Tamil Nadu  | 228                           | 356         | 584         | 228          | 356         | 584         |
| Tripura   | 104                           | 40          | 144         | 104          | 40          | 144         |
| Uttar Pradesh   | 592                           | 308         | 900         | 592          | 308         | 900         |
| Uttaranchal   | 48                            | 32          | 80          | 48           | 32          | 80          |
| West Bengal   | 372                           | 292         | 664         | 372          | 292         | 664         |
| <b>all-India</b>  | <b>4828</b>                   | <b>3628</b> | <b>8456</b> | <b>5052</b>  | <b>4294</b> | <b>9346</b> |

## Chapter Two

### Schedule 0.0 : List Of Households

**2.0.0 Introduction:** Schedule 0.0 is meant for listing all the houses and households residing in the sample first stage unit (FSU) / segments 1 & 2 in case of large FSUs. Some household particulars like household size, nature of disability for disabled persons, type of structure of the house, MPCE etc. will also be collected in this schedule. These auxiliary information will be used for arranging the households and grouping them into different second-stage-strata (SSS). The sampling frames for selection of households are prepared and details of the selection of sample households are recorded in this schedule. Whenever hamlet-groups / sub-blocks (hg's/sb's) are required to be formed, particulars relating to the formation and selection of hg's/sb's are also to be recorded in this schedule. Concepts and definitions of various items are given in Chapter One.

**2.0.1 Unit of survey and sampling frame:** The first stage unit (FSU) is the 1991 census village (panchayat ward for Kerala) in the rural sector. FSUs in the urban sector are the Urban Frame Survey (UFS) blocks. *Most updated UFS frame has been used for selection of samples. Towns may, therefore, belong to different phases of UFS updation. It is indicated in the sample list under the head "frame code" as to which particular UFS phase has been used as the sampling frame for selection of FSUs belonging to a town.* The investigator, on arrival at a sample village (or panchayat ward for Kerala)/UFS block (hereinafter called block) will ascertain the exact boundaries of the sample FSU. 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 in the urban areas.

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

For the sample FSUs without hg formation, entire FSU will be treated as *segment 2*. For large sample FSUs, two hg's will be selected by SRSWOR scheme of sampling. *They will be combined for listing and selection of sample households.* Together, these two hg's will be referred to as *segment 2*. *Thus for rural FSUs, there will be only one segment i.e. segment 2.*

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

**2.0.2.1 Procedure:** In a large FSU, there exist usually a few localities or pockets where the houses of the village tend to cluster together. These are called 'hamlets'. In case there are no such recognised hamlets in the village, the census sub-divisions of the FSU (e.g. enumeration blocks or groups of census house numbers or geographically distinct blocks of houses) may be treated as 'hamlets'. Large hamlets may be divided artificially to achieve more or less equal population content for the purpose of hamlet-group formation. The procedure for formation of hamlet-groups is best described, perhaps, by listing sequentially the steps involved:

(i) Identify the hamlets as described above.

(ii) Ascertain approximate present population of each hamlet.

(iii) Draw a notional map in block 2 showing the approximate location of the hamlets and number them in a serpentine order starting from the northwest corner and proceeding southwards. While drawing this map, uninhabited area (non-abadi area) of the village will be included as part of nearby hamlet, so that no area of the village is left out. The boundaries of the hamlets may be defined with the help of some landmarks like canals, footpaths, railway lines, roads, cadastral survey plot numbers etc., so that it would be possible to identify and locate the geographical boundaries of the hamlet-groups to be formed in the village.

(iv) List the hamlets in block 3.1 of sch. 0.0 in the order of their numbering. Indicate the present population content in terms of percentages.

(v) Grouping the hamlets into D hamlet-groups is then to be done. *The criteria to be adopted for hamlet-group formation are equality of population content and geographical contiguity (numbering of hamlets is not to be adopted as a guideline for grouping). In case there is a conflict between the two aspects, geographical contiguity is to be given priority.* Indicate the grouping in the map.

(vi) Numbering of hamlet-groups will be done next in block 3.2 of sch. 0.0. Hamlet-groups will be numbered serially in column (1) of block 3.2. The hamlet-group containing hamlet no. 1 will be numbered as 1, the hamlet-group with next higher hamlet number not included in hg 1 will be numbered as 2 and so on. Indicate the numbers also in the notional map. It is quite possible that a hamlet-group may not be constituted of hamlets with consecutive serial numbers.

**2.0.3 Formation of sub-blocks (sb's):** In case sample UFS blocks are found to be large (in most cases they are not) in terms of population, they are subjected to sub-block formation. Procedure for formation of sub-blocks is, however, the same as that for the formation of hamlet-groups in the case of large villages. Here the sub-blocks are to be formed artificially by dividing the block into a certain number (say, D) of divisions *by more or less equalizing the population giving priority to geographical compactness* within each sub-block as per the criterion specified in Chapter One. The value of D will be determined according to the same criteria as adopted in the case of rural FSUs. Sub-blocks will be numbered serially in column (1) of block 3.2. For each sub-block, ascertain the approximate present population of the sub-blocks in terms of percentage of the total population. Record the percent population of each sub-block in column (3) of block 3.2.

**2.0.3.1 Formation of segments 1 & 2:** For large sample blocks with D sb's, the sb *having concentration of slum dwellers*, if any, will be selected with probability 1 and will be termed as *segment 1*. However, if there is more than one sb *having concentration of slum dwellers*, the one with maximum concentration of slum dwellers will be selected and termed as *segment 1*. After selection of sb for segment 1, one more sb will be selected by SRS from the remaining sb's of the block and will be termed as *segment 2*. Listing and selection for segments 1 & 2 will be done separately. *For large blocks having no slum areas*, two sb's (out of D sb's) will be selected by SRSWOR scheme. These two selected sb's will be termed as *segment 2*. Combined listing and selection will be done for the sb's of segment 2.

For sample blocks *not requiring sb formation*, the entire FSU will be treated as *segment 1* if there is a slum in the FSU and *segment 2* otherwise.

**2.0.4 Starting point for listing:** Having determined the areal unit to be surveyed, the investigator will proceed to list the houses and households in the FSU. The listing may be done in the same order as that of the 2001 Census order of house listing. If the census order of house listing is not available, the listing may be started from the northwest corner of the village and proceeding southwards in serpentine order. While listing the households, some essential minimum particulars about them will be collected for the purpose of classification (i.e. second stage stratification), if any.

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

Block 0: descriptive identification of sample village/ block

Block 1: identification of sample village/ block

Block 2: sketch map of hamlet-groups (hg's)/sub-blocks (sb's) formation

Block 3.1: list of hamlets (only for rural samples with hamlet-group formation )

*Block 3.2: list and selection of hg's/sb's*

Block 4: list of households and record of selection for households (segment 1 / 2 )

Block 5: particulars of sampling of households

Block 6: particulars of field operations

Block 7: remarks by investigator

Block 8: comments by supervisory officer(s)

**2.0.6 Use of additional sheets of blocks 3.1, 3.2, 4:** Whenever one schedule booklet is not adequate to list all hamlets and hamlet-groups/sub-blocks (blocks 3.1, 3.2) or households (block 4) of the sample FSU / segments , additional sheets containing the relevant block(s) shall be used and tagged firmly to the main schedule.

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

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

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

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

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

**2.1.0 General:** This block is meant for recording the identification particulars of the sample FSU in terms of codes or numbers. The particulars relating to all the items will be recorded in box spaces provided in the block against each item (except for items 2 & 3, the codes of which are already printed). Each cell (box space) is meant for recording only one digit of the entry. 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. If the number of digits of the entry to be recorded against an item is less than the number of box spaces provided, '0' shall be entered in the left most box space(s). For example, if the total number of hg's/sb's formed in the sample FSU is 5, the entry against item 16 should be recorded as 005. *Items 1, 4 to 11, 13, 14 shall be copied from the sample list.*

**2.1.1 Item 9: sub-stratum (urban only):** For urban FSU, entry will be either 1 or 2. For rural FSUs, a '-' may be put against this item.

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

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

Rural: 1981 census – 05; 1991 census – 08;

Urban: 1982-87 UFS – 06; 1987-92 UFS – 07; 1992-97 UFS – 09; 1997-2002 UFS – 11.

**2.1.4 Item 14: frame population:** The population of the sample FSU as given in the sample list will be copied here.

**2.1.5 Item 15: approx. present population:** The investigator will first ascertain the approximate present population of the entire sample FSU taking into consideration the normal growth of population along with any abnormal influx of population into or exodus of population from the sample FSU. This may be ascertained mainly from the knowledgeable persons by putting certain probing questions. The starting point can be 1991 census population (2001 census population if available). In the case of large difference with census population, it may be asked whether there has been any abnormal influx into or exodus from the FSU after the census. If so, the approximate increase or decrease of population due to such events or any new settlements that have come up in the FSU after the census is to be ascertained.

**2.1.6 Item 16: total number of hg's/sb's formed (D):** The total number of hg's/sb's formed in the sample FSU will be the value of 'D' as recorded in block 3.2. If the sample FSU does not require any hg/sb formation, the entry against this item will be '001'.

**2.1.7 Item 17: whether there is a slum in the block (yes – 1, no – 2):** Codes 1 or 2 will be entered for *urban samples only*. For rural samples, '-' may be put against this item.

**2.1.8 Item 18: Survey code:** The different survey codes are:

selected village/block has been surveyed:

inhabited ..... 1

uninhabited ..... 2

zero case ..... 3

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

inhabited ..... 4

uninhabited ..... 5

|  |    |
|--|----|
| zero case .....  | 6  |
| selected village/block is casualty and no substitute has been surveyed ..... | 7. |

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

**2.1.9 Item 19: Reason for substitution of original sample:** In all the cases where the *originally* selected sample FSU is a casualty irrespective of whether it has been substituted and subsequently surveyed or not surveyed (i.e. for codes 4 to 7 against item 18), the reason for its becoming a casualty will be recorded in terms of code against item 19. The codes are:

Original sample FSU:

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

A ‘-’ may be put against this item if the entry against item 18 is 1 or 2 or 3. *Cases of FSUs comprising wholly the barracks of military and para-military forces will not be considered as restricted area for providing code 3 against item 19. As stated earlier, such cases will be considered as surveyed and will be treated as zero cases.*

## **Block 2: Sketch map of hamlet-groups (hg's)/sub-blocks (sb's) formation**

2.2.0 For large FSUs requiring hg/sb formation, the space provided for in the block shall be used to draw a free hand sketch-map of the village (panchayat wards for Kerala)/ block showing the boundaries of the hamlets and hg's/sb's formed so that they may be identifiable in the field afterwards with the help of this map. It need not be drawn to scale. The serial numbers of the hamlets as given in column (1) of block 3.1 will be written down on the map against each hamlet. The hamlet-group number given in column (1) of block 3.2 to which the hamlet belongs will also be shown against each hamlet within brackets on the right side of the hamlet number. The areas for the selected hamlet-groups shall be shaded in the map.

## **Block 3.1: List of hamlets (only for rural samples with hamlet-group formation )**

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

2.3.1.1 *Columns (1) to (3):* A running serial number for the hamlets will be given in column (1). Name of the hamlets will be written in column (2). Present population of each

hamlet expressed as percentage of the total village population will be given in column (3) in whole numbers. Entries in column (3) should add up to 100.

### **Block 3.2: Selection of hg's/sb's**

**2.3.2.0 General:** This block is meant for recording the details of the hg/sb formation and their selection for FSUs requiring hg/sb formation (i.e. with  $D > 1$ ). Reference may be made to paras 2.0.2, 2.0.2.1, 2.0.3 and 2.0.3.1 for the procedures of formation and numbering of hg's/sb's.

**2.3.2.1 Column (1): srl. Nos. of hg/sb:** The hg's/sb's formed will be given a running serial number (starting from 1) in column (1) as per the guidelines given in paras 2.0.2, 2.0.2.1, 2.0.3 and 2.0.3.1.

**2.3.2.2 Column (2): srl. nos. of hamlets in the hg (rural only):** This column is to be filled up only for rural FSUs. The serial numbers of the hamlets recorded in column (1) of block 3.1 constituting each hamlet-group are to be recorded in column (2) separated by commas.

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

**2.3.2.4 Column (4): approx. no. of slum dwellers in the sb (urban only):** Number of slum dwellers, if any, residing in the sb may be determined approximately and recorded in this column.

**2.3.2.5 Column (5): sampling srl. no. of the hg/sb:** For rural FSUs with hg formation, numbering of hg's will be done serially from 1 to D in this column. *Same will be done for urban FSUs with sb formation but without any slum dwellers.* In case of urban FSUs with sb formation and also having concentration of slum dwellers, there may be one or more sb's with slum dwellers as recorded in column (4). Then sampling serial number will be given as '0' in this column for the sb with maximum number of slum dwellers. If two or more sb's have the same maximum number of slum dwellers, then the sb with maximum population will be taken as sb '0'. The remaining sb's will be numbered serially from 1 to (D-1) starting from the top.

**2.3.2.6 Column (6): serial number of selected hg/sb:** Two hg's/sb's will be selected from the large FSU for the purpose of survey.

For rural FSUs, procedure is as follows. First draw a random number, say R1, between 1 and D using random number table. Enter 1 in column (6) against the sampling serial number in column (5) which is equal to R1. Next draw another random number between 1 and D. If it is equal to R1, reject it and draw another random number. Continue until a random number, say R2, different from R1, is drawn. Enter 2 in column (6) against the sampling serial number in column (5) which is equal to R2. These two together will constitute segment 2.

For urban FSUs without any concentration of slum dwellers, the procedure is same as above. But for urban FSUs with slum dwellers [i.e. having an entry '0' in column (5)], the procedure will be as follows: first put '0' in column (6) against the sb having entry '0' in column (5). This will correspond to segment 1. Next, draw a random number, say R1, between 1 and (D-1) from the random number table. Enter 1 in column (6) against the sampling serial number in column (5) equal to R1. This will correspond to segment 2.



For all other hg's/sb's (except the two selected), column (6) may be left blank.

**2.3.2.7 Column (7): segment number:** The sb with sampling serial number '0', if any, in column (6) will be selected with certainty and segment number '1' will be recorded in column (7) corresponding to it. The hg/sb with sampling serial number '1' in column (6) will be marked '2' in column (7). Against the other selected hg/sb, with sampling serial number '2' in column (6), segment number '2' will be recorded in column (7). If there are two selected hg's/sb's in segment number '2' then they will be considered together for the purpose of listing and selection of households.

#### **2.4 Block 4: List of households and record of selection of households (segment 1 / 2 ):**

**2.4.0** In this block, various information are to be recorded separately for each selected segment. For rural FSUs, there will be only segment 2. Similarly, for urban FSUs without any slum, information will be recorded against segment 2. When there is no sb formation but there is a slum in the FSU, the segment number will be '1'. *Segments 1 & 2 both will be applicable only in case of urban FSUs with sb formation and also having a slum.*

**2.4.0.1** This is the main block of the schedule. Listing of all houses and households along with collection of a few particulars for identification, preparation of sampling frame and selection of sample households for sch. 26, 1.2 and 1.0 – all these operations shall be carried out in this block.

**2.4.0.2** 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 temporarily absent at the time of listing are also to be listed and included in the frame of households before sample selection.* After obtaining from the neighbours as much details as possible about the absentee households, attempt should be made to contact the households at the appropriate hours (even outside the normal working hours of the investigators) and if need be by revisiting the households during the survey period in the sample FSU. While listing a house the investigator shall first find out how many households (including temporarily absent i.e. locked households) reside there and list them. After this, the investigator will proceed to list the next house.

In order to ensure complete listing of houses/households, it is better to follow some definite order for listing. The order followed in 2001 Population Census may be adopted, wherever possible, taking care that any house that has come up later is not omitted; otherwise, listing may be done in serpentine manner starting from the north-west corner and moving southwards. The name of any natural grouping of the houses like hamlet, street, mohalla, etc. and date of listing may be written at the top before the listing of houses starts. This will help in checking completeness.

**2.4.0.3** If there is a segment 1 in the FSU, listing of houses and households will be done for this segment first. The serial number of hg/sb and the names of hamlets will be written before the listing of households starts. On completion of the job for segment 1, listing for segment 2, if formed in the FSU, will be taken up in a separate page of block 4. While listing is done in segment 2, the houses and households of the selected hamlet-groups/sub-blocks will be listed one after another maintaining a continuous serial numbers for households as if they together constitute one unit. For doing so, the serial number and the names of the hamlets belonging to the hamlet-group that is selected first (i.e. the hg/sb with entry 1 in column (6) of block 3.2) will be recorded in block capitals on the first line of the listing block (i.e. block 4). After completing the listing of houses/households of this hg/sb,

one line will be left blank and on the next line, the serial number and the names of the hamlets belonging to the next hg/sb, if any, belonging to segment 2 (i.e. the hg/sb with entry 2 in col (6) of block 3.2) will be clearly written in block capital and listing of houses/households belonging to this hg/sb will start from the next line.

First mark the segment number (1 or 2) in the heading of the block 4 correctly and delete the one not applicable. Various columns of block 4 are described below:

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

**2.4.2 Column (2) : household serial number:** The household(s) normally residing in the house or in a fixed location (e.g. under a tree/bridge/open space etc. ) listed in column (1) will be numbered in column (2). All households (including those found temporarily absent) will be given a running serial number in this column starting from 1. In case of persons staying, say, in hostels and forming single member households, each of them will be listed in separate lines giving a household serial number. Continuous serial number starting from 1 will be given in column (2) for each of the segments 1 & 2 separately, wherever required, after considering the selected hamlet-groups/sub-blocks of segment 2 as one unit. This column will be left blank for the lines meant for vacant houses, non-residential buildings, etc.

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

**2.4.4 Column(4): household size:** The size of each household as defined in para 1.3.3 of Chapter one will be recorded in this column. A small box space is provided against this column at the end of each page to record the total for this column.

**2.4.5 Columns (5) – (7): sch. 26: whether anyone in the household with disability: sampling serial no.:** These columns will provide the sampling frame for Sch. 26. Any household with mentally or physically disabled persons among the members of the household, as defined in paragraphs 1.3.18 to 1.3.23 of Chapter one, will be identified through these columns. A tick-mark (✓) will be put in one of these three columns following the procedures given below:

It will be ascertained from the household whether, going by the criteria given, any member in the household falls under the category of mental disability. If there is any such member, then a tick-mark (✓) will be put in column (5) against that household. Otherwise put a cross (×) mark in this column.

Then consider column (6). It relates to hearing or visual or speech disability. First, it may be checked if column (5) has a tick-mark (✓). If it is already there, then put a cross (×) in column (6). If not, then enquire about physical disabilities. If, according to the definitions, a

member of a household has a physical disability of one or more of the three kinds viz. hearing/speech/visual, then a tick-mark ( $\checkmark$ ) will be given in column (6) against that household. If no member has hearing/speech/visual disability, then cross ( $\times$ ) mark may be given in this column.

Column (7) may be taken up at the next step. It is meant for identifying households with locomotor disabled members. First, it is to be seen whether there is a tick-mark ( $\checkmark$ ) in either column (5) or column (6). If it is already there, then give a cross ( $\times$ ) in column (7). If not, then enquire about locomotor disability. When there is a person in the household with locomotor disability as per definition, then tick-mark ( $\checkmark$ ) will be put in column (7) against the household. Otherwise, cross ( $\times$ ) may be given in this column.

It is possible that a member may have multiple disabilities. In that case, priority order of mental, hearing/speech/visual, locomotor may be followed for giving tick-mark ( $\checkmark$ ) in columns (5), (6) or (7). Further, a household may have more than one person with different kinds of disabilities. In such cases also the same priority order may be followed for tick-marking. For example, if a household has a person with mental/ speech/ hearing/ visual disability and another person with locomotor disability then tick-mark will be given in column (5) for the household.

Thus, households with any disability will have *one* tick-mark ( $\checkmark$ ) and two cross ( $\times$ ) marks in columns (5) to (7).

Households without any disabled member will get cross ( $\times$ ) marks in all the three columns and they will be out of coverage for Schedule 26.

After identifying all the households with any mentally or physically disabled persons and tick-marking them in one of the three columns, sampling serial number is to be given to the households. All the households with tick-marks ( $\checkmark$ ) in column (5) will be numbered serially starting from 1. Similarly, the households with tick-marks ( $\checkmark$ ) in columns (6) & (7) will also be numbered serially starting from 1 separately and independently for each column. These numbers in columns (5), (6) & (7) will constitute the sampling serial numbers for second-stage-strata (SSS) 1, 2 & 3 respectively.

**2.4.6 Columns (8) – (10): sch. 26: serial number of sample households:** *second-stage-stratum* (SSS): The number of households to be selected from each SSS  $\times$  segment and the rules for compensation are given in paragraphs 1.5.5 and 1.5.6 of Chapter one. Sample households are to be selected by simple random sampling without replacement scheme (SRSWOR) from each SSS  $\times$  segment.

For selecting the sample households of any particular SSS  $\times$  segment, the following procedure will be followed. Suppose 'H' denotes the total number of households in the frame [i.e. the highest entry in column (5)/(6)/(7)] and 'h' the number of households to be selected. First draw a random number, say R1, between 1 and H. Next, draw another random number, say, R2, also between 1 and H. If R2 = R1, then reject R2 and draw a fresh R2. Continue this way till requisite number of distinct R's [i.e. R1, R2, R3, ... , R(h)] have been drawn. Then the households with serial numbers R1, R2, R3, ... , R(h) [in column (5)/(6)/(7)] will be the selected households and be given serial no. of sample households as 1, 2, 3.....and h respectively in columns (8)/(9)/(10). Encircle the corresponding sampling serial numbers in columns (5)/ (6)/ (7).

**2.4.7 Column (11): average monthly consumer expenditure (Rs) (urban only):** This column will be filled-in only for urban samples. For rural samples, this column may be left blank. The average monthly consumer expenditure for the household worked out on the basis of expenditure on domestic consumption during the preceding 12 months from the date of survey for each listed household is to be recorded in this column in whole number of rupees.

**2.4.8 Column (12): structure type code / MPCE code:** Each household having a serial no. in column (2) will get a code in this column. *The structure type code is relevant for households in the rural FSUs while the MPCE code is to be given for households in urban FSUs only.* The type of the structure in which the household resides is to be considered while deciding the structure type code for the household. The relevant codes are given below:

| structure type (for rural area) | code |
|---------------------------------|------|
| pucca .....                     | 1    |
| semi-pucca .....                | 2    |
| others .....                    | 3    |

For definitions of pucca, semi-pucca and katcha structure please see paragraphs 1.3.4 to 1.3.6 of Chapter one. Households residing in houses with a pucca structure are to be assigned code 1 while for semi-pucca structure code will be 2. Code 3 will be given for households living in katcha structure or with no structure. Households residing in open space or under a bridge or a tree more or less regularly are to be considered as households residing in houses with no structure and assigned code 3. For the urban areas the code structure for household MPCE is given below:

| MPCE (in Rs.)                     | code |
|-----------------------------------|------|
| MPCE > B .....                    | 1    |
| $A \leq \text{MPCE} \leq B$ ..... | 2    |
| MPCE < A .....                    | 3    |

**Table 10: The values of the cut-off points (A & B) of monthly per capita expenditure in rupees for urban sector by State/U.T.**

| (in Rs)           |     |      |
|-------------------|-----|------|
| state/UT          | A   | B    |
| (1)               | (2) | (3)  |
| Andhra Pradesh    | 479 | 1405 |
| Arunachal Pradesh | 511 | 1610 |
| Assam             | 489 | 1448 |
| Bihar             | 351 | 965  |
| Chattisgarh       | 437 | 1236 |
| Goa               | 789 | 1869 |
| Gujarat           | 577 | 1323 |
| Haryana           | 597 | 1509 |
| Himachal Pradesh  | 815 | 1930 |
| J & K             | 703 | 1490 |
| Jharkhand         | 394 | 1310 |
| Karnataka         | 549 | 1597 |
| Kerala            | 561 | 1716 |
| Madhya Pradesh    | 426 | 1447 |

|                 |     |      |
|-----------------|-----|------|
| Maharashtra     | 558 | 1760 |
| Manipur         | 532 | 1045 |
| Meghalaya       | 729 | 1538 |
| Mizoram         | 781 | 1702 |
| Nagaland        | 931 | 1906 |
| Orissa          | 400 | 1055 |
| Punjab          | 583 | 1543 |
| Rajasthan       | 527 | 1372 |
| Sikkim          | 641 | 1489 |
| Tamil Nadu      | 539 | 1588 |
| Tripura         | 546 | 1673 |
| Uttaranchal     | 576 | 1425 |
| Uttar Pradesh   | 403 | 1252 |
| West Bengal     | 505 | 1480 |
| A. & N. Islands | 752 | 1766 |
| Chandigarh      | 840 | 1925 |
| D. & N. Haveli  | 816 | 1880 |
| Daman & Diu     | 703 | 1687 |
| Delhi           | 790 | 1930 |
| Lakshadweep     | 721 | 1625 |
| Pondicherry     | 531 | 1388 |

The values of A & B are determined for each State/UT such that these three classes include approximately bottom 30%, middle 60% and top 10% of the urban population of the State/UT respectively. The values of A & B by State/UT are given in Table 10. For providing the codes in this column for urban FSUs, first the average monthly per capita expenditure (MPCE) will be worked out by dividing the average monthly consumer expenditure recorded in column (11) by the household size recorded in column (4) for the household. Average MPCE thus derived will be compared with the values of A & B for the relevant State/UT and appropriate MPCE code will be assigned to the household in column (12). For locked households, entry in column (12) may be recorded as '2'.

**2.4.9 Columns (13) - (15): schedule 1.2: sampling serial number: SSS:** These three columns will provide the sampling frames for the SSS 1, 2 & 3 pertaining to schedule 1.2. Each listed household of the FSU/segment will be taken into account in one and only one of the three columns. All households with code 1 in column (12) will be given a tick-mark (✓) in column (13). Similarly, households with codes 2 & 3 in column (12) will be given tick-marks (✓) in columns (14) and (15) respectively. Thereafter all the tick-marks will be numbered serially starting from 1 separately and independently for each of the columns (13), (14) and (15). These will be the sampling serial numbers for SSS 1, 2 & 3 respectively for schedule 1.2.

**2.4.10 Columns (16) – (18): schedule 1.2: serial number of sample households: SSS:** Required number of sample households from each SSS × segment and the compensation rules are given in paragraphs 1.5.4 and 1.5.6 of Chapter one. Sample households are to be selected by simple random sampling without replacement scheme (SRSWOR) from each

SSS  $\times$  segment. The procedures for drawing random numbers and selecting sample households are exactly same as that for schedule 26 described in para 2.4.6 of this Chapter.

**2.4.11 Column (19) – (20): schedule 1.0: sampling serial number: SSS:** It may be recalled that for schedule 1.0, there will be only two SSS. Columns (19) and (20) will provide the sampling frames for SSS 1 & 2 pertaining to schedule 1.0. Households with code 1 in column (12) will be tick-marked ( $\sqrt{\phantom{x}}$ ) in column (19) while households with codes 2 or 3 in column (12) will be given tick-mark ( $\sqrt{\phantom{x}}$ ) in column (20). Then sampling serial numbers starting from 1 will be given for each column separately and independently.

**2.4.12 Columns (21) – (22): schedule 1.0: serial number of sample households: SSS:** Required number of sample households will be drawn from each SSS  $\times$  segment by SRSWOR. The procedures are same as that for schedules 26 and 1.2 as described in para 2.4.6 of this chapter.

**2.5 Block 5: particulars of sampling of households:** Particulars of sampling of households, separately for schedules 26, 1.2 and 1.0 for each of the segments 1 & 2 will be recorded in this block.

**2.5.1 Column (3): population:** Population as obtained by summing up the page totals of household sizes in column (4) of block 4 over all the listed households may be recorded in this column separately for segments 1 & 2 against the rows for schedule 1.0.

**2.5.2 Columns (5) to (10): total number of households:** Total number of households in the frame of all the SSS of schedules 26, 1.2 and 1.0 will be recorded in the corresponding cells of column (5). Number of selected households will be copied in column (6). These are to be copied from the relevant columns of block 4. References are as below:

**Schedule 26:** Column (5) entries for SSS are same as the last serial numbers recorded in columns (5) – (7) of block 4 for each segment. Likewise, column (6) entries will be the highest serial number of sample households in columns (8) – (10) of block 4.

**Schedule 1.2:** Column (5) entries for SSS will be equal to the last serial numbers recorded in columns (13) – (15) of block 4 for each segment while column (6) entries will be the number of sample households recorded in columns (16) – (18) of block 4.

**Schedule 1.0:** Highest serial numbers in columns (19) and (20) of block 4 will be copied to column (5) of block 5 for each segment and the two SSS. Similarly, columns (21) and (22) of block 4 are relevant columns for column (6) of block 5.

Columns (7), (8) and (10) of block 5 may be filled up on the basis of survey codes given in item 18, block 1 of the respective schedules. The entries in columns (7), (8) & (10) will be the number of filled-in schedules with survey codes 1, 2 & 3 respectively. Total number households surveyed will be entered in column (9). It may be seen that (i) column (9) = column (7) + column (8) and (ii) column (10) = column (6) - column (9).

**2.6 Block 6: Particulars of field operations:** The details of field operations will be recorded in this block. While recording the total time taken to canvass the sch. 0.0 (i.e. column 3, srl. no. 4 of this block), it may be noted that the journey time for reaching the sample village and returning back should not be considered for filling in this item. In other words, total time spent in identification of the boundaries of the sample village/block,

hamlet-group/sub-block formation, listing of households, formation of second-stage strata, selection of households and filling in all other blocks of this schedule may be recorded in hours. All other items are self-explanatory.

**2.7 Block 7: Remarks by investigator:** The investigator may give his remarks here on any abnormal situation or entry in the schedule.

**2.8 Block 8: Comments by supervisory officer(s):** The Assistant Superintendent, the Superintendent or any other officer inspecting the work relating to this schedule, may give his comments here.

## **2.9 Substitution of sample households and random numbers**

**2.9.1 Substitution of sample households:** If any sample household of a particular schedule type cannot be surveyed due to some reason or the other, it will be substituted by the next one having higher sampling serial number (provided not already selected) of the same SSS. The substitute for the one having highest sampling serial number of an SSS in a column will be the one having smallest sampling serial number within the same column. If the substituted household becomes a casualty, *it will be substituted by another in the same manner. If this household also turns out to be a casualty, further substitute need not be taken. However, it must be ensured that a minimum of one sample household is always surveyed for each SSS if  $H > 0$  and for each segment. Substitution may be attempted more than twice in a few cases to adhere to this restriction.* In such cases, the fact has to be recorded in the remarks block (block 7).

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

The first (and also second, if necessary) random number will be used for hamlet-group/sub-block selection whenever required. The subsequent random numbers may be used for selection of households in the order: (i) for segment 1 – households for three SSS of schedule 26, households for three SSS of schedule 1.2, households for two SSS of schedule 1.0 and then (ii) for segment 2 – households for three SSS of schedule 26, households for three SSS of schedule 1.2, households for two SSS schedule 1.0. If the particular column of random numbers is exhausted in the process, next column may be used. Similarly, if all the columns of the Random number table is exhausted, then the first column will be used.

## **2.10 Substitution of sample FSU :**

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

The Director (TC),  
DPD, NSSO

## Mahalanobis Bhavan

164, Gopal Lal Tagore Road  
Kolkata- 700035.

e-mail address: [dpdnssso@cal.vsnl.net.in](mailto:dpdnssso@cal.vsnl.net.in)

fax: 033-5771025

A copy of the letter may be given to:

The Director (Coordination), SDRD, NSSO  
Mahalanobis Bhawan

164, Gopal Lal Tagore Road  
Kolkata- 700035.

e-mail address: [ddgsdrd@cal2.vsnl.net.in](mailto:ddgsdrd@cal2.vsnl.net.in)

fax: 033-5776439

If the substituted FSU has same problem as the original, correspondences may be made immediately so that another substitute can be provided to prevent voidness of stratum/sub-stratum.

In case no substitute FSU could be surveyed even with best efforts [ i.e. code 7 in item 18, block 1], a blank schedule 0.0 will be submitted with only blocks 0, 1, 6, 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 or its combination for each sub-sample so as to prevent occurrences of void strata/sub-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, 6, 7 and 8 filled-in will be submitted in such cases. The word/words 'UNINHABITED' or 'ZERO CASE', as appropriate will be written on the top of the front page of the schedule in such cases. However, in Arunachal Pradesh and possibly elsewhere also in the hill tracts of North Eastern states where, for example, jhum cultivation is prevalent, whole village may shift from place to place. In such cases the sample village will be surveyed in the place where it is currently located and not treated as uninhabited if found absent in its original location.

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

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



or a casualty. Similarly, schedule 3.1 will be submitted for each surveyed village and a schedule 0.21 has to be submitted for each surveyed urban block having a slum area.

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

**Repetition among State and Central sample FSUs:** For all the FSUs that are common to both State and Central samples within a sub-round, FOD will take up these FSUs for survey at the beginning of the sub-round. A copy of all the filled-in schedules will be made available to the representative States by DPD if the States so desire. If, however, repetition of the FSU takes place in different sub-rounds, it is to be surveyed independently.

#### **Repetition within State or Central sample FSUs:**

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

**Case (b): With hamlet-group/sub-block formation:** If repetition is in the *same sub-round*, the hamlet-groups/sub-blocks formed during the first visit will be used for all subsequent repetitions. However, on the second and subsequent occasions, the survey will be conducted in the hamlet-group/ sub-block selected afresh except the hamlet-group/sub-block marked as segment '1'. If segment 2 consists of only one earlier hamlet-group/sub-block and it is re-selected, random number may be drawn afresh to get different hamlet-group/sub-block. If segment 2 consists of two hamlet-groups/sub-blocks and only one hamlet-group/ sub-block of segment '2' is re-selected, it may be substituted by the next one not selected earlier. If both the earlier hamlet-groups/sub-blocks in segment '2' are re-selected, then fresh random numbers may be drawn so that different hamlet-groups/sub-blocks are selected for survey. For the selection of households, the usual procedure as suggested for fresh FSUs may be followed. If, however, repetition of the FSU takes place in a different sub-round, it is to be surveyed just like a new sample with fresh listing and sample selection.

An example showing selection of households  
for segment 2 of an urban FSU having slum dwellers

| [4] list of households and record of selection for households (segment 1 / 2 )* |                         |                |  |                 |           |                                    |     |      |                                 |                        |      |      |                                    |      |      |                        |      |                                    |      |  |
|---|-------------------------|----------------|--|-----------------|-----------|------------------------------------|-----|------|---------------------------------|------------------------|------|------|------------------------------------|------|------|------------------------|------|------------------------------------|------|--|
| house number  | household serial number | household size | schedule 26                                      |                 |           |                                    |     |      | structure type code / MPCE code | schedule 1.2           |      |      |                                    |      |      | schedule 1.0           |      |                                    |      |  |
|   |                         |                | whether anyone in the household with disability® |                 |           | serial number of sample households |     |      |                                 | sampling serial number |      |      | serial number of sample households |      |      | sampling serial number |      | serial number of sample households |      |  |
|   |                         |                | sampling serial no.                              |                 |           | second stage stratum (SSS)         |     |      |                                 | SSS                    |      |      | SSS                                |      |      | SSS                    |      | SSS                                |      |  |
|   |                         |                | mental   | hearing/visual/ | locomotor |                                    |     |      |                                 |                        |      |      |                                    |      |      |                        |      |                                    |      |  |
| (1)   | (2)                     | (4)            | (5)  | (6)             | (7)       | (8)                                | (9) | (10) | (12)                            | (13)                   | (14) | (15) | (16)                               | (17) | (18) | (19)                   | (20) | (21)                               | (22) |  |
| 1   | 1                       | 2              | ×  | √1              | ×         |                                    | 2   |      | 3                               |                        |      | √1   |                                    |      |      |                        | √1   |                                    |      |  |
| 2   | 2                       | 5              | √1   | ×               | ×         | 1                                  |     |      | 1                               | √1                     |      |      | 1                                  |      |      | √1                     |      |                                    |      |  |
| 2A  | 3                       | 1              | ×  | √2              | ×         |                                    | 1   |      | 1                               | √2                     |      |      | 2                                  |      |      | √2                     |      | 1                                  |      |  |
| 3   | 4                       | 6              | ×  | ×               | √1        |                                    |     | 1    | 2                               |                        | √1   |      |                                    | 2    |      |                        | √2   |                                    |      |  |
|   | 5                       | 2              | √2   | ×               | ×         | 2                                  |     |      | 3                               |                        |      | √2   |                                    |      | 1    |                        | √3   |                                    |      |  |
| 4   | 6                       | 7              | ×  | ×               | ×         |                                    |     |      | 2                               |                        | √2   |      |                                    |      |      |                        | √4   |                                    |      |  |
| (1)   | 7                       | 1              | ×  | ×               | √2        |                                    |     |      | 2                               |                        | √3   |      |                                    |      |      |                        | √5   |                                    |      |  |
| 5   | 8                       | 4              | ×  | ×               | ×         |                                    |     |      | 2                               |                        | √4   |      |                                    | 1    |      |                        | √6   |                                    | 1    |  |
| 6   | 9                       | 3              | ×  | √3              | ×         |                                    |     |      | 3                               |                        |      | √3   |                                    |      | 2    |                        | √7   |                                    |      |  |
| 7   | 10                      | 4              | ×  | ×               | √3        |                                    |     | 2    | 2                               |                        | √5   |      |                                    |      |      |                        | √8   |                                    |      |  |
| (2)   | 11                      | 2              | ×  | ×               | ×         |                                    |     |      | 3                               |                        |      | √4   |                                    |      |      |                        | √9   |                                    |      |  |
| page total  |                         | 37             |  |                 |           |                                    |     |      |                                 |                        |      |      |                                    |      |      |                        |      |                                    |      |  |

## Chapter Three

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### Village Facilities

**3.0.0 Introduction:** The National Sample Survey (NSS) used to collect data on availability of various infrastructure facilities in the villages more or less regularly till the NSS 22<sup>nd</sup> round (July '67 to June '68). Thereafter such information has been collected only in a few rounds. A detailed survey on village facilities was conducted by the NSSO during its 47<sup>th</sup> round. Some of the facilities available in the villages were collected along with the listing operation during the 52<sup>nd</sup> round also. The Governing Council of the NSSO decided to collect information on village facilities along with some information on availability of facilities for the disabled persons in the villages, as per recommendations of the Working Group for the 58<sup>th</sup> round.

**3.0.1** In this chapter, detailed instructions for filling up Schedule 3.1 have been given. Through this schedule, it is aimed to collect information relating to availability of some general facilities to the villagers like electricity connection, drinking water, government development programmes, etc. and also some specified facilities relating to education, health and rehabilitation of the disabled persons. Information in this schedule will relate to the entire sample village (Panchayat ward in Kerala) even if hamlet-group formation has been resorted to. If a facility is available in general to the villagers, it will be considered as a facility. The required information has to be obtained by contacting the village officials and / or other knowledgeable person(s). In case they are not aware of the existence of a particular facility, the nearest Block Development Officer or other related Agencies may be contacted for collection of the relevant information. **Schedule 3.1 is to be submitted for each surveyed sample village.**

**3.0.2 Structure of the schedule:** Schedule 3.1 consists of the following 7 blocks:

Block 0: descriptive identification of sample village

Block 1: identification of sample village

Block 2: particulars of field operation

Block 3: availability of some facilities

Block 4: distance from nearest facility

Block 5: remarks by investigator

Block 6: comments by supervisory officer(s)

Blocks 0 & 1 are meant for recording the identification particulars of the sample village. Block 2 will be used for recording the particulars relating to field operations. Blocks 3 and 4 are the main blocks of this schedule. Block 3 is meant for recording the information relating to availability of some facilities to the villagers. Block 4 is for recording the information relating to distance of specified facilities from the centre of the sample village. Remarks of the investigators and those of the supervisory officer(s) will be given in blocks 5 and 6, respectively.

#### **3.0.3 Description of Schedule 3.1**

3.0.3.1 At the top right corner of the first page of Schedule 3.1, a box for indicating the type of sample (central / state) to which the fsu belongs is given. A tick mark (✓) will be put against appropriate item in the box.

### 3.0.4 Block 0: Descriptive identification of sample village

3.0.4.1 This block has been designed to collect the descriptive identification of the sample village. There are 4 items in the block. The entries corresponding to these four items of block 0 are the same as those of the first four items of block 0, schedule 0.0. These items will be copied from schedule 0.0.

### 3.1 Block 1: Identification of sample village

3.1.1 **Items 1 to 13:** These items will be copied from schedule 0.0 except for items 2, 3, 5 and 9, which are already printed / shaded in the schedule.

3.1.2 **Item 14: informant code:** The information in blocks 3 and 4 is to be collected from one or more knowledgeable person(s) of the village. The source of such information collected in blocks 3 and 4 is to be reported in this item. In case there is more than one source, then the code will relate to the informant from whom maximum information has been collected. The codes are:

|                                       |   |
|---------------------------------------|---|
| sarpanch (male) .....                 | 1 |
| sarpanch (female) .....               | 2 |
| other panchayat member .....          | 3 |
| gram sewak / other village official.. | 4 |
| school-teacher .....                  | 5 |
| health personnel .....                | 6 |
| others .....                          | 9 |

### 3.2 Block 2: Particulars of field operation

3.2.1 Items in this block are self-explanatory. While filling up the schedule, care is to be taken to record the actual time taken in canvassing the schedule in minutes in whole numbers (and not in hours) against item 3 of this block. It will not include the time taken by the investigator to finalise the schedule. Dates of survey / inspection, etc should be made in six digits – 2 digits each for day, month and year.

### 3.3 Block 3: Availability of some facilities

3.3.0.1 This is one of the main blocks of the schedule and will be used for recording information relating to availability of some facilities to the villagers residing in the sample village. Even when hamlet groups are selected for household survey, data collected in this block will relate to the entire village (Panchayat ward in Kerala). This block contains 16 items and instructions for filling these items are given below:

3.3.1 **Item 1: electricity connection:** The availability of electricity in the village for different purposes is to be recorded in this item. The codes are:

|                                      |   |
|--------------------------------------|---|
| yes: for street lights only.....     | 1 |
| household use only.....              | 2 |
| agricultural purpose only.....       | 3 |
| industrial purpose only.....         | 4 |
| any combination of codes 1 to 4..... | 5 |
| no.....                              | 6 |

Even, if the streetlights are only on the boundary of the village, code 1 will be recorded. Instead of streetlights, in some places, at two or three important positions of the village some lights may be found to be fixed, in that case also it will be treated as having street lights and code 1 will be given.

**3.3.2 Item 2: non-conventional energy:** Conventional energy includes energy generated using petroleum, coal and atomic energy. Hydro-electric energy generated from large dams is also a conventional energy. Energy generated through other means will be treated as non-conventional energy. If non-conventional energy is available for the use of the villagers, appropriate code for the type of non-conventional energy is to be recorded against this item. The relevant codes are:

|                                      |   |
|--------------------------------------|---|
| bio-gas.....                         | 1 |
| solar energy .....                   | 2 |
| wind energy .....                    | 3 |
| any combination of codes 1 to 3..... | 4 |
| others .....                         | 5 |
| none.....                            | 6 |

Bio-gas shall be considered when there is a bio-gas plant and villagers get supply of gas for cooking / lighting etc. Similarly, solar / wind energy will be considered when the same are provided for street lights, water pumps, household lighting etc.

**3.3.3 Item 3: community TV centre:** It is a place accessible to the villagers where facility of viewing TV programmes is available. The centre is generally located at a fixed place. The villagers will have access to the centre. If there is a community TV centre in the village code 1 is to be given, otherwise code 2 is to be given.

**3.3.4 Item 4: whether cable TV connection available:** Cable TV means connection of different TV channels which are generally not accessible through normal TV antenna. In many places, one or more operators with a dish capable of receiving satellite signals distribute the line to interested households on payment of fee. This line is called a cable TV connection. If there is a cable TV connection in the village code 1 is to be given, otherwise code 2 is to be given.

**3.3.5 Item 5: major source of drinking water:** Information about the major source of drinking water available for the villagers will be ascertained and code will be recorded against this item. The relevant codes are:

|           |   |
|-----------|---|
| tap ..... | 1 |
|-----------|---|

|  |   |
|--|---|
| tube well / hand pump .....            | 2 |
| well .....                             | 3 |
| tank / pond (reserved for drinking) .. | 4 |
| other tank / pond .....                | 5 |
| river / canal / lake .....             | 6 |
| spring .....                           | 7 |
| others .....                           | 9 |

If an arrangement is made by corporation, municipality, panchayat or other local authorities or any private or public housing estate or agency to supply water through pipe then code 1 will be given.

**3.3.6 Item 6: type of drainage system for the major part of the village:** A system for carrying off waste water and liquid wastes of the village will be considered as the drainage system. The type of drainage system existing in the major part of the village is to be entered in terms of codes against this item. The relevant codes are:

|                  |   |
|------------------|---|
| underground..... | 1 |
| covered pucca... | 2 |
| open pucca.....  | 3 |
| open katcha..... | 4 |
| no drainage..... | 5 |

**3.3.7 Item 7: main source of irrigation:** The code of main source of irrigation of the village for agriculture is to be reported against this item. The relevant codes are:

|                           |   |
|---------------------------|---|
| canal .....               | 1 |
| tube well .....           | 2 |
| stream / river .....      | 3 |
| tank / pond .....         | 4 |
| well.....                 | 5 |
| others.....               | 9 |
| no irrigation facility .. | 6 |

**3.3.8 Item 8: whether having any co-operative society?:** Co-operative society is a society that is formed through the co-operation of a number of persons (members of the society) for the benefit of the members. The funds are raised by members' contributions / investments and the profits are shared by the members. If there is a co-operative society in the village code 1 is to be given, otherwise code 2 is to be given.

**3.3.8 Item 9: whether having any self-help group?:** A Self-help Group (SHG) is a voluntary gathering of people who share a common problem, condition or history. By coming together, members share support and ideas on how to cope and live a more productive and fulfilling life. Groups are usually free of charge, on-going and open to new members. These groups are formed at local level mostly by under-privileged persons with an idea to develop financial stability and money management capacity through internal loaning of their own savings. SHGs also play an important role in health care system. In self-help

groups, people take responsibility for each other and themselves. Code 1 is to be given if there is an SHG in the village; otherwise code 2 is to be given. In case an SHG is registered as co-operative society, then it should be treated as a cooperative society and not an SHG.

**3.3.8 Items 10 to 18:** Items 10 to 16 relate to whether or not the village is under any government development programme / scheme relating to drinking water, housing, sanitation, approach road, employment, pension, electricity, watershed/minor irrigation and total literacy campaign/adult education. If the villagers get benefit from such programmes then code 1 will be recorded, otherwise code 2 will be recorded. Under the rural water supply programme, the State / UT governments are to cover all rural habitations. In case of housing, there are schemes like Indira Awas Yojana under which assistance is provided for construction of dwelling units to the villagers. Some State / UT governments also provide readymade house to the targetted population. Sanitation means provision of sanitary latrines / drainage etc. If an employment generation programme runs at block level in which all the villagers of the block can participate, then the village will also be considered to have the particular programme. 'Pension' will be considered if any villager is getting the benefit of National Old Age Pension Scheme or any other pension scheme run by the respective States / UTs. Electricity will get code 1 if the village is provided with streetlights, or localities of lower sections of the society have been electrified under a scheme.

### 3.4 Block 4: Distance from nearest facility

3.4.0.1 In this block distance of some specified facilities from the centre of the sample village will be recorded. Distance from the nearest facility available to the villagers will be considered.

3.4.0.2 The items are divided into five sub-groups namely – (i) general, (ii) education and related facilities, (iii) health facilities, (iv) other facilities and (v) facilities for disabled persons. There are 36 items in this block. The different facilities for which information is to be collected are mentioned in column (2). In all items, distance code is to be given in column 3 except item 36 for which code 1 for 'yes' and code 2 for 'no' is to be recorded. The distance codes to be used for items 1 to 35 are:

|                                     |   |
|-------------------------------------|---|
| within village.....                 | 1 |
| outside village: less than 2 km ... | 2 |
| 2 to 5 km.....                      | 3 |
| 5 to 10 km.....                     | 4 |
| 10 km or more..                     | 5 |

3.4.0.4 If a particular facility is available within the village, the distance code will always be 1 irrespective of its distance from the centre of the village. One of the codes 2 to 5 will be applicable when the facility is available at a place outside the village. In the case of facilities which are not located within 10 kms of the village or not known, code 5 will be recorded. If a facility is available at two different places, the distances of the nearest place will be considered for recording the distance code. In this connection, it may be noted that if at a particular location, more than one facility is available in a combined form and if that location is the nearest one to the village in respect of all the facilities under consideration, then the distance code of that location is to be recorded against all the facilities. For example if the nearest secondary school also provides primary as well as middle level education and the nearest primary school or the middle school is further away than the

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secondary school then the distance code of the secondary school is to be recorded for both the primary school and middle school also. Descriptions of the items are discussed below.

### General

**3.4.1 Items 1 to 5:** These items are self explanatory. In States where districts do not have tehsils, tehsil headquarter will mean headquarter of immediately lower administrative unit under the district.

**3.4.2 Item 6: metalled road:** This will include roads made of pucca material like asphalt, cement or concrete, bricks, stones, etc.

**3.4.3 Item 7: all weather road:** This is the road usable for all the seasons of a year, irrespective of the material used for the road.

### Education and related facilities

**3.4.4 Item 8: pre-primary school:** There are arrangements under “Integrated Child Development Scheme” (ICDS) to provide non-formal pre-school education along with the programmes of supplementary nutrition and health care to the children of age below 6 years. Such entities having the provision of non-formal pre-school education will be considered for making entry against this item. Besides, if Government or any private institution provides pre-primary (below class I standard) education, they will also be considered.

**3.4.5 Item 9: primary school:** Generally, up to the standard of class IV is considered as primary education. However, the practices differ in some states where education of class V is also included under 'primary' level. For the purpose of this survey, education up to class IV or V, as the local practice may be, will be considered as primary education. This item will cover institutions providing such educational facility.

**3.4.6 Item 10: middle school:** Middle school is one which provides education generally up to class VIII.

**3.4.7 Item 11: secondary school:** Secondary school provides education up to class X.

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

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

**3.4.10 Item 14: industrial training institute (ITI):** These are the institutions registered with the Government for providing education leading to technical skills to persons with a minimum educational level of 8th standard. Job and self-employment oriented training is provided in different vocations. These institutes provide certificate courses.

**3.4.11 Item 15: non-formal education centre (NFEC):** For various reasons, some children in the age group of 6-14 years do not attend formal educational institutions. To provide

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elementary education to this group of children, non-formal education centres are established. They are run in a manner, which best suit the targeted children and generally, do not follow the usual schooling hours. The curriculum is fixed keeping in mind the education given in the formal institutions, so that switch over from non-formal to formal institution is possible after some years.

### Health facilities

**3.4.12 Item 16: sub-centre / dispensary:** A sub-centre is the most peripheral contact point in the primary health care system. It covers around 5,000 population in plain area and 3,000 population in hilly / tribal area. It is run by government and located in the rural area. It is manned by two multi-purpose health workers – one male and one female. A sub-centre usually does not have facilities for treatment as in-patients. These centres are run by the Government. Dispensary is the consulting place / chamber which, does not generally, have facilities for treatment as in-patients.

**3.4.13 Item 17: primary health centre:** Primary health centre (PHC) is the first contact point between a village community and the medical officer. It has a medical officer and other para-medical staff. It is run by the Government and usually has in-patient and out-patient facilities. A PHC has jurisdiction over 6 Sub-centres and serves about 30,000 population in plain area and 20,000 population in hilly / tribal area.

**3.4.14 Item 18: community health centre / government hospital:** Community Health Centres (CHC) serves a population of 1.2 lakhs in plain area and 80,000 population in the hilly / tribal area. The CHC functions as referral centre for the PHC. It is manned by medical specialists and para-medical staff and has in-patient and out-patient facilities. Medical institutions having provision of admission of sick persons as in-door patients (in-patients) for treatment are called hospitals. Hospital run by the central / state government or local bodies like municipalities will be covered under this item.

**3.4.15 Item 19: private hospital:** These are the hospitals run by private bodies, trusts, NGOs. They also have in-patient and out-patient facilities. Nursing homes run by private bodies are also included in this category.

**3.4.16 Item 20: private clinic / doctor:** Private clinic is the consulting place / chamber of private doctors. Doctors are those having degrees/diploma in medicine and also registration from recognised universities / institutions deemed to be universities. These doctors may follow any of the systems - allopathic, homeopathy, ayurvedic, unani.

**3.4.17 Item 21: medicine shop:** A shop which sells drugs and medicines of any system of medicine viz. allopathic, homeopathic, ayurvedic or unani medicines, will be considered as a medicine shop.

### Other facilities

**3.4.18 Item 22: integrated child development service centre (anganwadi / balwadi):** Under the “Integrated Child Development Scheme” (ICDS), supplementary nutrition is given to the children of age up to 6 years and to expectant and nursing mothers through its service centres - anganwadi, balwadi and special nutrition centres. The institutions of anganwadi and balwadi also provide non-formal pre-school education to the children of age 3-5 years and health and nutritional education to mothers. Special nutritional programmes

outside the ICDS are also available in some areas. All those along with similar service centre run by voluntary organisations will be considered for this item.

**3.4.19 Item 23: post office:** Distance code for the nearest post office will be recorded in item 23.

**3.4.20 Item 24: telegraph office / PCO / e-mail:** Distance of the facility which is nearest to the village among telegraph office / public call office (PCO) / e-mail centre will be recorded in this item in code. A public call office or e-mail centre will refer to a place accessible to the villagers with or without payment of fee. E-mail is the electronic mail which is sent through network (internet) from one place to another.

**3.4.21 Item 25: bank:** This includes all nationalised banks including the State Bank of India and its subsidiaries. All other scheduled and non-scheduled banks, other than co-operative banks, should also be considered here.

**3.4.22 Item 26: veterinary hospital / dispensary:** A veterinary hospital / dispensary, has provision for the treatment of animal.

**3.4.23 Item 27: fertilizer / pesticide shop:** Fertilizer / pesticide shop is one which sells fertilizer and / or pesticide.

**3.4.24 Item 28: fair price shop:** Fair price shop is the shop which sells some essential commodities at subsidised rate. This may be owned by the government, local self-government, a government undertaking, the proprietor of a firm, co-operative or private persons (individually or jointly) or other bodies like club, trust, etc.

**3.4.25 Item 29: market / weekly market:** Distance code from the nearest market and / or weekly hat / market in which items of daily use are normally available will be recorded against this item.

### **Facilities for disabled persons**

**3.4.26 Item 30: integrated educational centre:** It is an educational centre / school / institute / organisation where handicapped children are enrolled along with normal children. All children study the same curriculum / syllabus and appear for the examination together. In essence, this school is a regular school, which permits or enrolls handicapped children who study along with normal children. Such centres may or may not have specially trained teachers.

**3.4.27 Item 31: special school for blind:** This is an educational centre / school / institute / organisation where only blind children are enrolled and taught by specially trained teachers for teaching the visually handicapped. (The schools follow the same curriculum as prescribed for formal schools). The school personnel include special educators, technicians and visiting doctors.

**3.4.28 Item 32: special school for deaf & dumb:** This is an educational centre / school / institute / organisation where deaf / dumb children are enrolled and taught by specially trained teachers. (The schools follow the same curriculum as prescribed for formal schools). The school personnel include special educators, audiologists / speech pathologists, technicians and visiting doctors.

**3.4.29 Item 33: special school for mentally retarded:** This is an educational centre / school / institute / organisation where only mentally retarded children are enrolled and taught by specially trained teachers. The school personnel include special educators, technicians and visiting doctors.

**3.4.30 Item 34: vocational training centre:** A vocational training centre offers training in different engineering, technical & non-technical trade to the handicapped. These centres offer special facilities for training the handicapped and issue certificates that help them to get jobs based on their training. The trainees appear for an examination, which makes them eligible for ITI certificate or its equivalent. The vocational training centres are run by Government and also private organisations. These centres have special facilities for training the handicapped and are equipped with special teachers, instructors, psychologists and rehabilitation officers.

**3.4.31 Item 35: institution / organisation for rehabilitation of disabled persons:** They offer any or many of the following facilities:

(i) Clinical facilities (diagnosis / evaluation & guidance), (ii) Counselling, (iii) Therapeutic facilities, (iv) Fitment & provision of aids & appliances, (v) Educational facilities, (iv) Vocational training / craft education / sheltered workshop / vocational placement & guidance, (vii) Recreational facilities, (viii) Socio-economic rehabilitation, (ix) Parent guidance / counselling etc.

**3.4.32 Item 36: whether mobile rehabilitation services available to the village:** In some areas, rehabilitation services are provided by organisation either by moving from one village to another in vans or by camping at different villages. They are referred to as mobile rehabilitation services. Code 1 is to be given when such a service is available to the village; else code 2 is to be given.

**3.5 Block 5: Remarks by investigator:** Any relevant remarks relating to the problems encountered in collecting the data will be recorded in this block by the investigator. If the investigator feels that certain information given by the informant is of doubtful nature, it may also be indicated with comments, if any. Any other comments, which may help to make proper assessment of the entries made in the schedule, may also be recorded here.

**3.6 Block 6: Comments by supervisory officer(s):** This block will be used by the Supervisory Officers to record their comments and suggestions. They should particularly highlight the inconsistent data, if any, recorded in the schedule giving possible reason for such entries.

## Chapter Four

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### Schedule 0.21: Particulars of Slum

**4.0 Introductions:** The first nation-wide survey on the 'economic condition of slum dwellers in urban cities' was conducted by the NSSO in its 31st round (July 1976 - June 1977). The survey was restricted to (i) all the class - I towns having 1971 census population one lakh or more and (ii) two class - II towns viz. Shillong and Pondicherry. The next survey on slum dwellers was carried out in 49<sup>th</sup> round (January – June 1993), which covered rural as well as urban areas. Since slum is an urban concept, it has been decided to cover only urban slums in the present survey.

4.0.1 Schedule 0.21 has been framed to collect information on (i) the present condition of the slums and (ii) change in condition of some facilities available in the slum. This schedule will be canvassed in urban areas only.

Schedule 0.21 is to be submitted for each surveyed urban block having slum(s).

4.0.2 Information on each slum, notified or non-notified, found in the entire selected first stage units (FSU) will be collected even if sub-block formation has been resorted to. In some cases, a large area may be a slum and the selected FSU is part of the slum. In such cases, information will relate to the slum area falling under sample FSU only. However, if the slum is part of a notified slum, then part of it covered in the survey will also be considered as a notified slum. An area having at least 20 households of a notified slum within an FSU will always be considered as a slum. It may be noted that if a slum cuts across more than one fsu, all the slum particulars would relate to the part of the slum which falls in the selected fsu.

4.0.3 In this chapter, detailed instructions for filling up Schedule 0.21 have been given. Concepts and definitions relating to this schedule have been discussed in Chapter One. However, concepts specific to Schedule 0.21 have been discussed in this chapter wherever necessary along with the instructions for filling the respective items.

#### 4.0.4 Structure of the schedule

4.0.4.1 Schedule 0.21 consists of the following six blocks.

Block 0: descriptive identification of sample slum

Block 1: identification of sample slum

Block 2: particulars of field operation

Block 3: particulars about slum

Block 4: change in the condition of the slum during the last 5 years

Block 5: remarks by investigator

Block 6: comments by supervisory officer(s)

Blocks 0 and 1 are meant to record the identification of the selected slum(s); blocks 2, 5 and 6 are for reporting particulars of field operations, remarks by the investigator and comments

by the supervisory officer(s). In blocks 3 and 4, data are to be collected for each slum inside the selected fsu.

4.0.4.2 Some general features about the slum will be collected in block 3. Information relating to the area where the slum is located, condition of the road / lane / constructed path within and surrounding the slum, and type of basic amenities like electricity, drinking water, sewerage, drainage, garbage disposal, etc. will be collected in this block. In block 4, information on any improvement/change in the condition with respect to some amenities of the slum during the last 5 years will be collected.

#### 4.0.6 Description of schedule 0.21

4.0.6.1 At the top right corner of the first page of Schedule 0.21, a box for indicating the type of sample (central / state) to which the fsu belongs is given. A tick mark (✓) will be put against appropriate item in the box.

#### 4.0.7 Block 0: Descriptive identification of sample slum

4.0.7.1 This block has been designed to collect the descriptive identification of the sample slum. The items are self-explanatory. There are 5 items in the block.

#### 4.1 Block 1: Identification of sample slum

4.1.0 Block 1 has 14 items. Most of the items of this block are coded. The codes are described either with the items or at the bottom of the block.

**4.1.1 Items 1 to 12:** These items will be copied from schedule 0.0 except for items 2, 3 and 5, which are already printed in the schedule.

**4.1.2 Item 13: no. of slums in the block:** The total number of slums, both the notified ones as well as the others, found in the sample block will be recorded against item 13.

**4.1.3 Item 14: informant code:** The information in blocks 3 and 4 are to be collected from one or more knowledgeable person(s) from the slum(s). The source of such information collected in blocks 3 and 4 is to be reported in this item. In case there is more than one source, the code will relate to the source from which maximum information has been collected. The codes are:

knowledgeable person from the slum: male....1  
female...2  
others.....9

## 4.2 Block 2: Particulars of field operation

4.2.0 Items in this block are self-explanatory. While filling up the schedule, care is to be taken to record the actual time taken in canvassing the schedule in minutes in whole numbers (and not in hours) against item 4 of this block. It will not include the time taken by the investigator to finalise the schedule. Dates of survey / inspection, etc should be made in six digits – 2 digits each for day, month and year.

### Block 3: Particulars about slum

4.3.0 Some broad information about the slum(s) falling within the entire selected UFS block will be recorded in this block. Provision has been made in block 3 to collect information upto five different slums in this block. One row is to be filled-in for each slum of an fsu. If there are more than five slums in an fsu, additional sheets of block 3 are to be used. The information is to be collected by contacting one or more knowledgeable persons. Information for most of the items is to be recorded in codes. If more than one code is applicable for any particular item, then the code will be given on the basis of majority / predominance criterion.

4.3.1 **Column 1: srl. number of the slum in the block:** In this column, the serial number of the slum for which information is being collected in columns 2 to 25 is to be recorded. Each row corresponding to a serial number is meant for recording the particulars about one slum.

4.3.2 **Column 2: approximate number of households in the slum:** The number of households residing in the slum as ascertained from local enquiry will be recorded in this column. For definition of household, please refer to Chapter One.

4.3.3 **Column 3: approximate area of the slum:** The approximate area of the slum as ascertained by the investigator will be recorded in this column in codes. The class intervals are mentioned in hectares. The codes are:

Class interval in hectare:

|                      |   |
|----------------------|---|
| less than 0.05 ..... | 1 |
| 0.05 to 1.00 .....   | 2 |
| 1.00 to 2.00 .....   | 3 |
| 2.00 to 3.00 .....   | 4 |
| 3.00 to 4.00 .....   | 5 |
| 4.00 to 6.00 .....   | 6 |
| 6.00 to 8.00 .....   | 7 |
| 8.00 or more .....   | 8 |

(1 acre  $\approx$  0.4047 hectare and 0.01 hectare = 100 sq. metre)

4.3.4 **Column 4: is the slum a notified one?:** The information whether the slum is a notified one or not will have to be ascertained from the local panchayat, municipality or other appropriate authorities. This will be recorded against this column in terms of codes. Code 1 is to be recorded if the slum is notified; else code 2 will be recorded.

4.3.5 **Column 5: if code 1 in col. 4, year of notification:** If the slum is a notified one, the year of notification by the appropriate government agency i.viz., panchayat, municipality or any other appropriate authority, will be recorded in this column. The last two digits of the year are to be reported in the two cells provided in this column, e.g., 1985 will be recorded as 85, 2000 will be recorded as 00.

4.3.6 **Column 6: ownership of the land where slum is located:** The ownership of the land under the slum will be recorded in this column in terms of codes. If there is more than one owner, code will relate to the owner of maximum area. The codes are:

|                      |   |
|----------------------|---|
| private.....         | 1 |
| public: railway..... | 2 |

|                 |   |
|-----------------|---|
| defence.....    | 3 |
| airport.....    | 4 |
| highway.....    | 5 |
| local bodies... | 6 |
| others.....     | 9 |
| not known.....  | 7 |

**4.3.7 Column 7: type of area surrounding the slum:** The type of area does not refer to the slum area but the area surrounding the slum. The type of the area surrounding the slum will be recorded in terms of codes which are:

|                   |   |
|-------------------|---|
| residential ..... | 1 |
| industrial .....  | 2 |
| commercial .....  | 3 |
| others .....      | 9 |

In case two or more codes are applicable, the code is to be decided by majority criterion.

**4.3.8 Column 8: location of slum:** The location of the slum refers to the part of the town in which the slum is situated. The appropriate code depending on the location of the slum is to be recorded in this column. Fringe area is the border of the town. The codes to be used for this purpose are:

fringe area – 1, other area – 2.

**4.3.9 Column 9: physical location of the slum:** Physical location of the slum refers to the place where the slum is located. The codes are:

|                        |   |
|------------------------|---|
| along nallah .....     | 1 |
| along railway line ... | 2 |
| river bank .....       | 3 |
| river bed .....        | 4 |
| others .....           | 9 |

**4.3.10 Column 10: does the slum usually remain waterlogged during monsoon?:** Information as to whether the slum area usually remains waterlogged for some days during monsoon will be recorded in terms of codes against this item. Code 1 is to be recorded if the slum usually remains waterlogged during monsoon and code 2, otherwise.

**4.3.11 Columns 11: does the approach road / lane / constructed path usually remain waterlogged in monsoon?:** Information as to whether the approach road / lane / constructed path to the slum usually remains waterlogged for some days during monsoon

will be recorded in terms of codes against this item. Code 1 is to be recorded if the approach road/lane/path to slum usually remains waterlogged during monsoon and code 2, otherwise. Constructed path mentioned in columns 11, 14 and 15 includes other path also.

**4.3.12 Column 12: whether the slum has electricity?:** The information in appropriate codes is to be entered in this column. The codes are:

|  |   |
|--|---|
| yes: for street lights only.....       | 1 |
| for household use only.....            | 2 |
| for street lights and household use... | 3 |
| no.....                                | 4 |

Even, if the streetlights are only on the boundary of the slum, code 1 will be recorded. Instead of streetlight, in some places, if some lights at two or three important positions are found to be fixed, it will also be treated as having street lights.

**4.3.13 Column 13: type of structure of the majority of houses:** The information is to be recorded in terms of codes. The codes are:

|                         |   |
|-------------------------|---|
| pucca.....              | 1 |
| semi-pucca.....         | 2 |
| serviceable katcha..... | 3 |
| unserviceable katcha... | 4 |
| no dwelling.....        | 5 |

Definition of the type of structures is given in Chapter One.

**4.3.14 column 14: type of road / lane / constructed path within the slum:** The information will relate to the road used by the slum dwellers as main thoroughfare. For a katcha road, code 1 will be recorded and for a pucca road code 2 will be recorded.

A road, made of pucca materials like asphalt, cement, concrete, burnt bricks / tiles, stones, slabs, etc. will be treated as a pucca road. A road not made of pucca material is a katcha road.

If there is more than one road, the one used by most of the households will be considered. If some part of the road used is pucca and the remaining is katcha, then the type of road will be determined by considering major length falling in a particular type.

**4.3.15 Column 15: approach road / lane / constructed path to the slum:** The approach road will mean the main road leading to the slum area. If there is more than one approach road, the one which is used by majority of slum dwellers is to be considered for this purpose. The construction type of the approach road or lane or constructed path for entrance to the slum area will be recorded in terms of codes. A motorable road is one, which is wide enough for a motorcar to pass through. The codes are:

|                 |             |   |
|-----------------|-------------|---|
| motorable:      | pucca.....  | 1 |
|                 | katcha..... | 2 |
| non- motorable: | pucca.....  | 3 |
|                 | katcha..... | 4 |



**4.3.16 Column 16: for code 3 or code 4 in col. 15, distance from the nearest motorable road:** This column will be filled in if the approach road / lane / constructed path for entrance to the slum area is non-motorable. Otherwise, a “-” may be put in this column. The distance from the nearest motorable road is to be recorded in terms of code. The codes are:

|                      |   |
|----------------------|---|
| less than 0.5 km ... | 1 |
| 0.5 to 1 km .....    | 2 |
| 1 to 2 km .....      | 3 |
| 2 to 5 km .....      | 4 |
| 5 km & above .....   | 5 |

**4.3.17 Column 17: major source of drinking water:** Information about the major source of drinking water available for the slum dwellers will be ascertained and recorded in terms of codes. The relevant codes are:

|  |   |
|--|---|
| tap .....                              | 1 |
| tube well / hand pump .....            | 2 |
| well .....                             | 3 |
| tank / pond (reserved for drinking) .. | 4 |
| other tank / pond .....                | 5 |
| river / canal / lake .....             | 6 |
| spring .....                           | 7 |
| others .....                           | 9 |

If an arrangement is made by corporation, municipality, panchayat or other local authorities or any private or public housing estate or agency to supply water through pipe then code 1 will be given.

**4.3.18 Column 18: latrine facility used by most of the residents:** The latrine facility used by most of the slum dwellers is to be noted in codes against this item. The codes are:

|                             |                       |    |
|-----------------------------|-----------------------|----|
| public / community latrine: | service.....          | 01 |
|                             | pit.....              | 02 |
|                             | septic tank/ flush... | 03 |
| shared latrine:             | service.....          | 04 |
|                             | pit.....              | 05 |
|                             | septic tank/ flush... | 06 |
| own latrine:                | service.....          | 07 |
|                             | pit.....              | 08 |
|                             | septic tank/ flush... | 10 |
| other latrine.....          |                       | 99 |
| no latrine facility.....    |                       | 11 |

In a few areas one may still comes across latrines that are serviced by scavengers. These are called service latrines. A latrine connected to underground sewerage system is called flush system latrine. A latrine connected to underground septic chambers will be considered as a septic tank latrine. A latrine connected to a pit dug in earth is a pit latrine.

**4.3.5.19 Column 19: does the slum have underground sewerage system?:** Sewerage system contains underground pipe or conduit for carrying off drainage water, waste matter, discharge from water closets, etc. This information as ascertained from the informant(s) is to be recorded in codes. Code 1 is to be given if there is an underground sewerage system and code 2 otherwise.

**4.3.20 Column 20: type of drainage system:** A system for carrying off waste water and liquid wastes of the area will be considered as the drainage system. The type of drainage system existing in the slum area is to be entered in terms of codes against this item.

The relevant codes are:

|                    |   |
|--------------------|---|
| underground.....   | 1 |
| covered pucca..... | 2 |
| open pucca.....    | 3 |
| open katcha.....   | 4 |
| no drainage.....   | 5 |

**4.3.21 Column 21: garbage disposal for the slum:** In the urban areas, some arrangements usually exist to carry away the refuse and waste of households to some dumping place away from the residential areas. In some places, the public bodies collect the garbage from the premises of the household or from some fixed points in the locality where the residents put their garbage. In some places, a body of residents themselves make the arrangement of carrying the garbage to the dumping place away from residential areas without participation of any public body till the final disposal. Information on the arrangement prevailing for the colony/locality of the slum will be obtained and entered in codes. The codes are:

|   |   |
|---|---|
| arrangement by: panchayat / municipality / corporation... | 1 |
| resident(s).....  | 2 |
| others.....   | 9 |
| no arrangement.....                                       | 3 |

**4.3.22 Column 22: if code 1 in col. 21, frequency of collection:** If the garbage disposal is arranged by panchayat / municipality / corporation, then this item is to be filled in terms of codes. Otherwise, a “-” may be put in this column. The codes are:

|                                    |     |
|------------------------------------|-----|
| at least once in two days .....    | 1   |
| at least once in 3 to 7 days ..... | 2   |
| at least once in 8 to 15 days ...  | 3   |
| others .....                       | . 9 |

**4.3.23 Column 23 & 24: distance from nearest primary school & distance from nearest government hospital / health centre etc.:** The distance from the nearest school having primary classes and nearest government hospital / health centre will be recorded respectively in columns 23 and 24 in terms of codes. Distance from the nearest facility will be considered if the facility is available to the slum dwellers. The distance will be considered from the centre of the slum. The codes to be used are:

|                        |   |
|------------------------|---|
| less than 0.5 km ..... | 1 |
|------------------------|---|

|                    |   |
|--------------------|---|
| 0.5 to 1 km .....  | 2 |
| 1 to 2 km .....    | 3 |
| 2 to 5 km .....    | 4 |
| 5 km or more ..... | 5 |

If the facility is available within the slum, code 1 will be given.

**4.3.24 Column 25: do the slum dwellers have an association for improving the condition of the slum?** : It is to be enquired whether there is an association of the slum dwellers for improving the condition of the slum. The information is to be recorded in terms of codes. If the slum dwellers have any such association code 1 will be recorded, otherwise code 2 will be recorded.

#### 4.4 Block 4: change in the condition of the slum during the last 5 years

4.4.0 In this block, provision has been made to record information for 3 slums. If there are more than 3 slums in the fsu, additional sheets for this block may be used and attached to the schedule.

**4.4.1 Column (3) / (5) / (7): condition:** From the informant(s), it is to be ascertained whether or not there has been any improvement or deterioration in the condition of the slum area during the last 5 years in regard to roads (approach and those inside the slum), water supply, street light, electricity, latrine facility, sewerage, drainage system and garbage disposal. The relevant information will be recorded in codes under cols. (3) / (5) / (7). The codes to be used are:

|                     |   |
|---------------------|---|
| improvement .....   | 1 |
| no change .....     | 2 |
| deterioration ..... | 3 |

If some facility was never available during the last 5 years, then code 2 will be recorded. However, if a facility is enjoyed by most of the households illegally, such as electricity through illegal tapping, such a facility will not be considered.

**4.4.2 Column (4) / (6) / (8): source of improvement:** These columns will be filled in if there has been some improvement in the condition of the slum in regard to the items given in column 2, i.e. if code 1 is recorded under col. (3) / (5) / (7). In respect of each item, if any improvement has taken place during last 5 years, then the organisation/agency by which this improvement has been brought about will be ascertained and the same recorded in terms of code. The codes to be used for cols. (4) / (6) / (8) for each one of the slums are:

|                                   |   |
|-----------------------------------|---|
| government .....                  | 1 |
| non-governmental organisation ... | 2 |
| residents .....                   | 3 |
| others .....                      | 9 |

**4.5 Block 5: Remarks by investigator:** Any relevant remarks relating to the problems encountered in collecting the data will be recorded in this block by the investigator. If the investigator feels that certain information given by the informant is of doubtful nature, it may also be indicated with comments, if any. Any other comment, which may help to make proper assessment of the entries made in the schedule, may also be recorded here.

**4.6 Block 6: Comments by supervisory officer(s):** This block will be used by the Supervisory Officers to record their comments and suggestions. They should particularly highlight the inconsistent data, if any, recorded in the schedule giving possible reason for such entries.

## Chapter Five

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### Schedule 26: Survey of Disabled Persons

#### 5.0. Introduction

5.0.1 The National Sample Survey Organisation (NSSO) carried out the first country wide comprehensive survey of physically disabled persons during the 36<sup>th</sup> round survey (July - December, 1981). The next survey on the subject was carried out after a period of ten years in NSS 47<sup>th</sup> round (July - December, 1991). In NSS 36<sup>th</sup> and 47<sup>th</sup> round surveys, information was collected on three types of physical disabilities - visual, communication and locomotor – along with the cause of disability, aid/appliance acquired by the disabled, general and vocational educational level of the disabled etc. In addition, data on developmental milestones and behavioural pattern of all children of age 5-14 years, regardless of whether they were physically disabled or not, were collected.

5.0.2 The Ministry of Social Justice and Empowerment (MSJE) made a request for conducting a survey on disability in order to meet the data needs for evolving specific strategies and interventions during the 10<sup>th</sup> Five Year Plan. The need for a detailed survey on disability was strongly felt by MSJE since its data requirement included not only the number of disabled persons, but also the socio-economic characteristics of the disabled persons such as their age structure, literacy, vocational training, employment, causative factors of disability, age at the onset of disability etc. Keeping in view the urgent data need of the MSJE, the Governing Council of NSSO, in its 81<sup>st</sup> meeting, decided that the survey on disability may also be carried out as a part of NSS 58<sup>th</sup> round during July – December 2002. It has been decided that:

(i) The survey of disabled persons will also cover persons with mental disability apart from the physically disabled persons since the Ministry of Social Justice and Empowerment (MSJE) also requested for information on mentally disabled persons. The decision to include mental disability in the survey has been taken on the basis of a pre-test of the questions on mental disability, both for the listing and detailed schedules, carried out in the four cities of Kolkata, Mumbai, Hyderabad and Delhi.

(ii) The information for different types of disabilities is to be collected for persons of all age-groups. Separate information on the developmental milestones of children will not be collected.

**5.0.3 Summary description of schedule 26:** The schedule on Survey of Disabled Persons (Schedule 26) consists of the following 9 blocks:

Block 0: descriptive identification of sample household

Block 1: identification of sample household

Block 2: particulars of field operation

Block 3: household characteristics

Block 4: demographic and other particulars of household members

Block 5: particulars of disability of the disabled member

Block 6: particulars of enrolment of disabled persons of age 5-18 years

Block 7: remarks by investigator

Block 8: comments by supervisory officer(s)

5.0.5 The identification particulars of the sample village/block and the sample household in which the survey schedule will be canvassed are to be recorded in blocks 0 & 1. Block 2 is meant for recording the particulars of field operations. Certain characteristics of the sample household, such as, size, social-group, principal occupation, etc., meant to be used as classificatory variables will be recorded in block 3. The demographic particulars like age, sex and marital status, of all the normally resident members of the sample household and the particulars of degree of disability, blood relationship between parents, living arrangement, general education, etc. of all disabled members will be recorded in block 4. Block 5 is meant for recording for each disabled member the detailed particulars of disability, such as, type of disability, degree of each type of disability, cause of disability, age at onset of disability, type of aid/appliance acquired etc. The information as to whether or not a disabled child in the age-group 5-18 years was ever enrolled in a ordinary school/special school, whether the child is continuing in that school or not, reason for non-enrolment/discontinuation, etc., will be recorded in block 6. Any relevant remarks of the investigator will be recorded in block 7 and the comments by the supervisory officer(s) in block 8.

5.0.6 **Description of Schedule 26:** The procedure of making entries for different items of the blocks is given below:

5.0.6.1 At the top of the first page of Schedule 26, two boxes have been given. The box on the left hand side indicates whether the schedule is being canvassed in rural or urban first stage unit (fsu). The right hand side box is meant for identifying the type of sample (central / state) the fsu belongs to. A tick mark (✓) is to be put against appropriate items in the boxes.

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

5.0.7.1 This block is meant for recording descriptive identification particulars of a sample household. All the items are self-explanatory. A ' – ' may be recorded against not applicable items (e.g., village name is not applicable for urban sample).

## 5.1 **Block 1: Identification of sample household**

5.1.1 **Items 1 to 12:** The identification particulars for items 1, 4 to 12 will be copied from the corresponding items of block 1 of listing schedule (Sch.0.0). The particulars in items 2 and 3 have already been printed in the schedule.

5.1.2 **Item 13: segment (1 / 2):** This item will be either 1 or 2. It is to be copied from heading of block 4 of Sch.0.0.

5.1.3 **Item 14: second stage stratum:** The second stage stratum to which the sample household belongs will be recorded here. Entry against this item will be 1, 2 or 3 depending on whether the household being surveyed is selected through column 8, 9 or 10 of schedule 0.0.

**5.1.4 Item 15: sample household number:** This item will be copied from block 4 of Sch. 0.0. For households belonging to second stage stratum 1, this entry will be copied from column 8 for households belonging to second stage stratum 2, this entry will be copied from column 9 and for households belonging to second stage stratum 3, this entry will be copied from column 10.

**5.1.5 Item 16: srl. no. of informant (as in col. 1, block 4):** The srl. no. (as in col. 1 of block 4) of the person from whom the bulk of the information is collected will be entered here. This item will be filled in after collecting information in block 4. In case of residential institutions for disabled persons, if the informant is owner / official of the institution, '99' may be recorded.

**5.1.6 Item 17: response code:** This item is to be filled-in after canvassing the schedule. The type of informant, considering his co-operation and capability in providing the required information, will be recorded against this item in terms of specified response codes. The codes are:

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

**5.1.7 Item 18: survey code:** Whether the originally selected sample household has been surveyed or a substituted household has been surveyed will be indicated against this item by recording '1' if it is the originally selected sample household, and '2' if it is the substituted one. If neither the originally selected household nor the substituted household can be surveyed i.e., if the sample household is a casualty, code '3' will be recorded. In such cases only blocks 0, 1, 2, 7 and 8 will be filled in and on the top of the front page of the schedule the word 'CASUALTY' will be written and underlined.

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

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

This item is applicable only if the entry against item 18 is either 2 or 3. Otherwise, a ' - ' may be recorded against this item.

## 5.2 Block 2: Particulars of field operation

**5.2.0** Items in this block are self-explanatory. While filling up the schedule, care is to be taken to record the actual time taken in canvassing the schedule in minutes in whole numbers (and not in hours) against item 4 of this block. It will not include the time taken by

the investigator to finalise the schedule. Dates of survey / inspection, etc. should be made in six digits – 2 digits each for day, month and year.

### 5.3 Block 3: Household characteristic

5.3.0 Certain household characteristics, such as, household size, social-group, general education of the principal earner, etc., which are intended to be used as classificatory variables will be recorded in this block.

5.3.1 **Item 1: household size:** The size of the sample household will be recorded in this item. For details on household size, see Chapter One. This number will be same as the last serial number recorded in column 1 of block 4.

5.3.2 **Item 2: social-group:** Whether or not the household belongs to scheduled tribe (ST), scheduled caste (SC) or other backward class (OBC) will be indicated against this item. The codes for social-group are:

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

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

5.3.3 **Item 3: principal occupation (NCO-1968):** The entry against this item will be the description of the principal occupation followed by the 3-digit occupation code as per NCO 1968. For households deriving income from non-economic activities only, a dash (-) may be put against this item. For details please see Chapter One.

5.3.4 **Item 4: general education of the principal earner:** Principal earner of the household is that person among the household members who had the highest earnings during the 365 days preceding the date of survey from any type of activity economic or non-economic. Information regarding the general educational level attained by the principal earner will be recorded against this item in terms of the specified codes. For the purpose of making entries, only the course successfully completed will be considered. For instance, a person who had studied up to say, first year B.A., his educational attainment will only be higher secondary. The codes to be used are:

|   |    |
|---|----|
| not literate .....                      | 01 |
| literate without formal schooling ..... | 02 |
| literate but below primary .....        | 03 |
| primary .....                           | 04 |
| middle .....                            | 05 |
| secondary .....                         | 06 |
| higher secondary .....                  | 07 |
| diploma / certificate course .....      | 08 |



|                               |    |
|-------------------------------|----|
| graduate .....                | 10 |
| post graduate and above ..... | 11 |

A person who can both read and write a simple message with understanding in at least one language is to be considered as literate. Those who are not able to do so, are to be considered not literate and will be assigned code 01. Those who are literate but never attended any school will be given code 02. Those who are, by definition literate but are yet to pass a primary standard examination will be assigned code 03. Codes 04, 05, 06 and 07 will indicate the successive higher standards of examinations passed. Criteria for deciding primary, middle, secondary etc. will depend on the pattern followed in the concerned state or union territory. Persons who have attained proficiency in Oriental languages (e.g. Sanskrit, Persian etc.) through formal but not the general type of education will be classified appropriately at the equivalent level of general education standard.

**5.3.5 Item 5: land possessed (0.00 ha):** The area of land possessed will include land 'owned', 'leased in' and 'land neither owned nor leased in' (i.e. encroached) by the household but exclude land 'leased out'. For detailed concept relating to "land possessed", see Chapter One. The total land area possessed by the household as on the date of survey will be worked out and recorded in hectares up to two places of decimal. The cell against this item has been split into two cells for recording the integral and decimal part of the value. For example the value 1.03 may be recorded as:

|   |    |
|---|----|
| 1 | 03 |
|---|----|

**5.3.6 Item 6: average monthly consumer expenditure (Rs. in whole number):** This is the expenditure of a household on domestic consumption and is same as the expenditure covered in the consumer expenditure surveys of NSS. The average monthly consumer expenditure worked out on the basis of the preceding 12 months from the date of survey will be recorded against this item. The expenditure will be entered in whole number in rupees.

**5.3.7 Item 7: no. of disabled members:** This item will be filled-in after filling-in block 4. Whether or not each member of the sample household has any disability will be indicated in column 7 of block 4. The number of members listed in block 4 with any of codes 1 to 6 in column 7, will be recorded against this item.

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

**5.4.0** This block is meant for recording selected demographic particulars of all the normally resident members of the sample household (columns 3-7) and some additional particulars for all the members having any disability (columns 8-17). One line will be used for recording particulars for one member of the household. Instructions for recording information in different columns of the block are given below:

**5.4.1 Column (1): serial number:** All the members of the sample household will be listed in block 4 using a continuous serial number in column 1. In the list, the head of the household will appear first followed by his or her spouse, the first son, first son's wife and their children, second son, second son's wife and their children & so on. After sons are enumerated the daughters will be listed followed by relatives, dependents, resident employees/servants, and paying guests, etc.

**5.4.2 Column (2): name of member:** The names of the members corresponding to the serial numbers entered in column 1 will be recorded in column 2.

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

The codes are:

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

**5.4.4 Column (4): sex:** The gender of every member of the household in terms of the code (male-1, female-2) will be recorded in this column.

**5.4.5 Column (5): age (years):** The age in completed years of all the members listed will be ascertained and recorded in column 5. For infants below one year of age at the time of listing, '0' will be entered in column 5. Similarly, for persons of age 99 years or more, 99 will be entered in this column.

**5.4.6 Column (6): marital status:** The marital status of each member will be recorded in terms of the specified code in this column. The codes are:

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

**5.4.7 Column 7: whether having disability?:** Whether or not each member of the household has any one or more of the disabilities – mental, visual, hearing, speech and locomotor will be indicated in terms of codes in this column. (For definitions of the different types of disabilities, i.e. mental, visual disability, hearing disability, speech disability and locomotor disability, see Chapter One). A person may or may not have any disability. Further, a persons having disability, may have one or more than one type of the five different disabilities under survey. Persons having only one type of disability will be considered as having 'single' disability and for such persons, one of the relevant codes 1 to 5 will be recorded in column 7. Persons having more than one type of disability will be considered as having 'multiple' disability and code 6 will be recorded for such persons. Further, persons having two or more of the locomotor disabilities, namely, paralysis, deformity of limb, loss of limb, dysfunction of joints of limb and others, will also be

considered as having 'multiple' disability and code 6 will be recorded for them as well. The guidelines for identification of a person with multiple locomotor disabilities are given in para 5.5.2.

The codes to be used are:

|                |   |
|----------------|---|
| yes:           |   |
| single:        |   |
| mental .....   | 1 |
| visual .....   | 2 |
| hearing .....  | 3 |
| speech .....   | 4 |
| locomotor .... | 5 |
| multiple ..... | 6 |
| no .....       | 7 |

**5.4.7.1 Columns 8-17:** The entries in these columns will be made only for persons having any disability (i.e. for those with any of code 1 to 6 in column 7). *For all other members of the household these columns are to be left blank.*

**5.4.9 Column 8: extent of physical disability:** This column will be filled-in for persons having physical disabilities only, i.e. for persons with code 2 to 6 in col. 7. Self-care, such as, ability to go to latrine, taking food, getting dressed, etc., are to be taken into account for determining the extent of physical disability of a disabled member. The codes to be used are:

|   |   |
|---|---|
| cannot take self-care even with aid/appliance | 1 |
| .....   |   |
| can take self-care with only aid/appliance    | 2 |
| .....   |   |
| can take self-care without aid/appliance      | 3 |
| .....   |   |
| aid/appliance not tried / not available       | 4 |
| .....   |   |

A ' – ' mark will be put if the person has only mental disability i.e. code 1 in col. 7. Persons with no light perception will be treated as 'cannot take self-care even with aid/appliance'. Similarly, persons without legs (both) or arms (both) or both the arms and legs (or those unable to use arms or legs due to paralysis or deformity) will also be treated as 'cannot take self-care even with aid/appliance'. Codes 2 and 3 are self-explanatory. In case a disabled person has never tried any aid/appliance or that the aid/appliance was not available to him/her and as such he/she is not aware of his/her position in regard to their use, code 4 will be recorded.

**5.4.9 Column 9: whether parents blood-related?:** It is to be ascertained whether the parents of the disabled member are/were blood-related or not. The relationship between parents of the disabled that may be considered as blood relationship are: uncle-niece,

nephew-aunt, first cousins, second cousins or any other blood relationship. The codes to be used are:

yes – 1, no – 2, not known – 3

Code 3 will be recorded if the informant does not know whether the parents of the disabled person are/were blood-related or not.

**5.4.10 Column 10: living arrangement:** The living arrangement of the disabled person will be recorded in this column.

The codes for different types of living arrangement are:

|                                     |   |
|-------------------------------------|---|
| alone .....                         | 1 |
| with spouse only .....              | 2 |
| with spouse and other members ..... | 3 |
| without spouse but with :           |   |
| parents .....                       | 4 |
| children .....                      | 5 |
| other relatives .....               | 6 |
| non-relatives .....                 | 7 |

Person living in a residential institution for the disabled is to be considered as living ‘alone’.

**5.4.11 Column 11: general education level:** Information regarding the general education attained by a disabled member of the household will be recorded in terms of specific codes in this column. For the purpose of making entries in this column, only the course successfully completed will be considered. For instance, for a person who has studied up to 12<sup>th</sup> standard but has not appeared for the final examination or has failed, his/her educational attainment will be considered under ‘secondary’ (code 06). For further details, refer to para 5.3.4. The relevant codes to be used for recording entries in column 11 are:

|   |    |
|---|----|
| not literate .....                      | 01 |
| literate without formal schooling ..... | 02 |
| literate but below primary .....        | 03 |
| primary .....                           | 04 |
| middle .....                            | 05 |
| secondary .....                         | 06 |
| higher secondary .....                  | 07 |
| diploma / certificate course .....      | 08 |
| graduate .....                          | 10 |
| post graduate and above .....           | 11 |

**5.4.12 Column 12: whether any formal vocational course completed?:** Whether or not any vocational course has been successfully completed by a disabled member of the household will be indicated in this column. The vocational course completed may be in

‘engineering trade’ or ‘non-engineering trade’. A disabled person might have also completed vocational course in both the trades (i.e. engineering and non-engineering). In such a case, the trade which appears first in the code list will be considered for recording. (The list of vocational course by engineering and non-engineering trade is given at the end of this chapter). The codes that will be used are:

|                             |   |
|-----------------------------|---|
| yes:                        |   |
| engineering trade .....     | 1 |
| non-engineering trade ..... | 2 |
| no .....                    | 3 |

**5.4.13 Col. 13: whether received any aid/help?:** Whether the disabled members of the household have received any aid/help in the past from government (govt.) or any other organisation / agency will be ascertained and the appropriate code will be recorded in this column. One of the codes 1 to 6 will be recorded if the aid/help is received from a govt./semi-govt./local body. If the aid is received from any non-governmental agency, code 7 will be recorded. The codes to be used are:

|                                   |   |
|-----------------------------------|---|
| yes:                              |   |
| from government for:              |   |
| education .....                   | 1 |
| vocational training .....         | 2 |
| aid/appliance .....               | 3 |
| corrective surgery .....          | 4 |
| govt./semi-govt. job .....        | 5 |
| other govt. aid / help .....      | 6 |
| any aid / help other than govt... | 7 |
| no .....                          | 8 |

Code 1 for education will include educational aids like tape recorder, Braille material, shorthand machine etc. apart from scholarship or admission benefits or other financial aid.

**5.4.14 Column 14: usual activity status:** This column is meant for recording the usual principal activity status of the disabled members the household. For the concepts, definitions and procedures involved in ascertaining and recording the usual principal activity status code see Chapter One. The codes to be used are:

|   |    |
|---|----|
| worked in hh. enterprise (self-employed) as own account worker .... | 11 |
| worked in hh. enterprise (self-employed) as employer .....          | 12 |
| worked as helper in hh. enterprises (unpaid family worker) .....    | 21 |
| worked as regular salaried/wage employee .....                      | 31 |
| worked as casual wage labour : in public works .....                | 41 |
| in other types of work .....  | 51 |

|  |    |
|--|----|
| did not work but was seeking and/or available for work .....   | 81 |
| attended educational institutions .....  | 91 |
| attended domestic duties only .....  | 92 |
| attended domestic duties and was also engaged in free collection<br>of goods (vegetables, roots, firewood, cattle- feed etc.) sewing,<br>tailoring, weaving etc. for household use ..... | 93 |
| rentiers, pensioners, remittance recipients, etc. ....   | 94 |
| not able to work due to disability .....   | 95 |
| beggars, prostitutes .....   | 96 |
| others .....   | 97 |

### Activity Status: Some Important Clarifications

- (i) A disabled person/pensioner, reported to be seeking/ available for work, will be treated as unemployed and not as a disabled person/pensioner. This should be properly probed to avoid the possibility of wrongly giving code 95 for such persons.
- (ii) For determining the activity status code of an MP/MLA/ Municipal Councillor (MC), etc, it has to be first ascertained whether they were engaged in any other economic activity or not. If they were engaged in any other economic activity, the status for that activity will be recorded. If not, they will be categorised as 'self-employed' (status code 11) with NIC-98 tabulation category as 'O'.
- (iii) The 'meal carriers' (who deliver lunch at various offices), 'night watchmen' of a locality, 'cowherd', etc. are normally employed by a group of households on a regular monthly wage. The 'activity status' of such workers will be the same as that of maid servant/male servant, etc. i.e., 'wage/salaried employee'.
- (iv) Sometimes it is found that a regular student is currently on live register of the Employment Exchange and such a situation creates confusion in deciding his activity status. Normally, the person will be categorised as a student. But before categorising him/her as a student, further probes should be made as to whether he/she will give up his/her studies the moment he/she gets a job. If it is found that he/she will leave his studies to take up the type of job for which he/she has registered, he/she will be considered as unemployed.
- (v) Engagement in domestic duties by a member of the household is not considered economic activity but the domestic duties performed by the domestic servant staying in the employer's household and taking food from the common kitchen and thereby being a member of the household is to be considered as an economic activity, as a special case. The appropriate work status code depending on the duties performed is to be assigned to him/her.

**5.4.15 Column 15: if code 11 – 51 in col. 14 (i.e. if working), industry division (2-digit NIC 1998 code):** This column will be filled in only for those disabled members of the household who are classified as 'working' (or employed) on the basis of the 'usual activity status' as recorded in column 14 (i.e. for those with codes 11 to 51 in column 14). For

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‘working’ (or employed) disabled member, “industry division” relating to his/her sector of work will be recorded in terms of NIC 1998 2-digit codes in this column.

**5.4.16 Columns 16 & 17: ‘whether working before the onset of disability’ and ‘if working before the onset of disability, whether disability caused loss or change of work?’:** The purpose of these items is to ascertain whether the disabled members who were working prior to the onset of disability had loss or change of work due to the onset of disability. In the case of persons having multiple disabilities, work status at the onset of each of the multiple disabilities will have to be determined separately and if the person is reported to be working at the onset of at least one of the multiple disabilities, code 1 will be recorded in column 16. For those who have disability since birth, and for children of age 0-4 years, code 2 will be recorded in column 16. Column 17 will be filled-in only for those who were working at the onset of disability (i.e. for those with code 1 in column 16). The codes to be used for recording entry in column 17 are:

|                              |    |      |   |
|------------------------------|----|------|---|
| loss                         | of | work | 1 |
| .....                        |    |      |   |
| change                       | of | work | 2 |
| .....                        |    |      |   |
| no loss or no change of work |    |      | 3 |
| .....                        |    |      |   |

For persons having only one disability and working at the onset of disability, no difficulty will arise in ascertaining whether the disability caused loss of work or change of work. For persons having two or more disabilities and working at the onset of each of the disabilities, all the three situations - loss of work, change of work and no loss or no change of work - may occur. In such cases, code 1 will get priority over codes 2 & 3 and code 2 over code 3. For self-employed persons, code 1 will be entered only if he/she lost the job due to the onset of disability. The ‘change of work’ will relate to any kind of change of type/nature of work. If the onset of disability did not cause loss or change of work, code 3 will be recorded in column 17.

## 5.5 Block 5: Particulars of disability of the disabled members

**5.5.0** This block will be filled-in for those members of the household who have any one or more of the disabilities – mental, visual, hearing, speech and locomotor. There is provision in one sheet for separately recording the particulars for each type of disability for three disabled members. Additional sheets may be attached if there are more than three disabled members in a household. It may be noted that two separate rows are there to record up to two types of locomotor disability of a person. Thus, for a person, 6 rows are provided for recording the particulars of different disabilities, that the person may have - one row each for mental, visual, hearing and speech disability and two rows for two types of locomotor disabilities viz. locomotor<sub>1</sub> and locomotor<sub>2</sub>.

**5.5.1** Particulars of each type of disability of a disabled member of the household will be recorded in the row assigned for it and not against any other row. Items not applicable for a particular disability have been shaded. For a person with multiple disability (code 6 in col. 7, block 4), particulars will be recorded against more than one disability (i.e. more than one row against that persons’ serial no. will be filled in). The first disability (row) for that

persons will get serial no. 1 under col. 4 and the subsequent disabilities will be numbered as 2, 3 and so on.

**5.5.2 Procedures for recording different types of locomotor disability:** In this block, provision has been made for recording up to two types of locomotor disability. The locomotor disability can be (i) paralysis of limb or body, (ii) deformity of limb, (iii) loss of limb and (iv) dysfunction of joints of the limb. A fifth type is the deformity in the body (i.e. deformity in spine and neck; hunch-back and dwarf), which is also included in the coverage of locomotor disability and is categorised as 'others'. A member with locomotor disability may have only one type of locomotor disability or he/she may have multiple locomotor disabilities. For a member having more than one type of locomotor disability, particulars of up to two types of disabilities that the person has and which appear first among the codes of the five types of locomotor disabilities (i.e. paralysis, deformity of limb, loss of limb, dysfunction of joints of limb and others) will only be recorded in this block. For proper identification of locomotor disability and its type, some illustrations are given below:

- (a) All cases of fracture not attended by medical experts for more than 3 months and subsequently turned into deformity of the limb or dysfunction of joints should be treated as cases of locomotor disability. But fracture under plaster or other treatment will not be treated as a case of disability;
- (b) If a person's limb is paralysed, then the question of dysfunction of joints of the same limb cannot arise and the individual will be treated as having locomotor disability due to paralysis;
- (c) If a limb of a person is paralysed coupled with deformity, then the individual will be treated as having locomotor disability due to paralysis;
- (d) A person can have locomotor disability due to paralysis and also due to deformity of limb if different limbs are involved. Such a person will be treated to have two types of locomotor disabilities;
- (e) A person can have deformity of limb and also dysfunction of joints even if the same limb is involved and therefore, will be considered to have two different types of locomotor disabilities;
- (f) An amputee coupled with paralysis of the amputated limb (only a part of the limb is amputated) will be treated as having two types of locomotor disabilities (i.e. paralysis and loss of limb);
- (g) If a part of the limb is lost, dysfunction of joints of the remaining part of the limb will also be considered for reporting if the remaining part of the limb had normal movement after the loss of the part of the limb and dysfunction of joints developed subsequently;
- (h) If more than one limb of a person is lost, he/she will be considered to have one type of locomotor disability i.e. locomotor disability due to loss of limbs and the particulars to be recorded will be about the one which is the most serious as per its site indicated below in the ascending order of severity:

1. toes : left

9. shoulder : left



|                   |                      |
|-------------------|----------------------|
| 2. toes : right   | 10. shoulder : right |
| 3. finger : left  | 11. ankle : left     |
| 4. finger : right | 12. ankle : right    |
| 5. wrist : left   | 13. knee : left      |
| 6. wrist : right  | 14. knee : right     |
| 7. elbow : left   | 15. hip : left       |
| 8. elbow : right  | 16. hip : right      |

(i) A paralytic hunch-back will be treated as having only one locomotor disability of paralysis (code 1 in col. 9). In other words, locomotor disability due to deformity of body (code 5 in col. 9) will be applicable when such a person does not have any other locomotor disability covered under codes 1 to 4 (codes as in para 5.5.9.4).

**5.5.3 Columns 1 and 2: srl. no. of person with disability (as in col.1 of block 4) and age (as in col. 5 of block 4):** The entries under these two columns will be copied respectively from columns 1 and 5 of block 4 corresponding to the member having disability (i.e. for those with any of codes 1 to 6 in column 7 of block 4). Thus, only those members having any of the disabilities as recorded in col. 7 of block 4 will be listed here.

**5.5.4 Column 4: srl. no. of disability:** A disabled member of the household may have one or more than one type of disability. If he/she is having only one type of disability, serial number 1 will be recorded in this column against the type of disability that the person has. If a disabled member is having more than one type of disability, continuous serial numbers starting from 1 will be recorded in the relevant rows in the ascending order, one each against the type of disability the person is having. Thus, for a person with visual and one locomotor disability, entry in col. 4 against row 'Visual' will be 1 and against the row 'Locomotor<sub>1</sub>' will be 2. For the second disabled person of the household serial numbering will start again from 1 for the first type of disability of that person.

**5.5.5 Column 5: whether having the disability from birth?:** Code 1 will be recorded if the particular type of disability was from birth and otherwise, code 2 will be recorded. Persons who have acquired disability during infancy (below 1 year of age) without known reasons, would also be considered to have disability 'from birth' and code 1 will be assigned.

Columns 6 and 7 will be filled in only if the disability is not from birth, i.e., if entry is 2 in column 5.

**5.5.6 Column 6: age at onset of disability:** Entry under this column is to be made only for the types of disabilities which were not from the birth of the concerned person. The entry, therefore, will be made only for the types of disability for which code 2 appears under column 5. For such disabilities, age of the person at onset of disability will be recorded in completed years. If the informant is unable to tell the exact age at the time of onset, the approximate age at the onset of the disability may be recorded.

**5.5.7 Column 7: whether the disability commenced during the last year?:** Code 1 will be recorded if the disability commenced during the last 365 days preceding the date of survey. Otherwise, code 2 will be recorded.

**5.5.8 Column 8: if having mental disability, was he/she late in sitting, walking or talking in childhood as compared to other children?:** The information under this column is to be recorded for persons reporting mental disability. For such persons it is to be ascertained whether he/she was late in sitting, walking or talking in childhood as compared to other children. The 'normal time' for attaining the milestone after birth in the case of 'sitting' is 'before 1 year', for 'walking' it is 'before 2 years' and for 'talking' it is 'before 3 years'. If the disabled person had performed these activities after the stipulated time given for each such activity, he/she would be considered as 'late' for that activity. The detailed codes are:

yes:

|                                    |   |
|------------------------------------|---|
| sitting .....                      | 1 |
| walking .....                      | 2 |
| talking .....                      | 3 |
| any combination of codes 1 to 3... | 4 |
| cannot recall / not known .....    | 5 |
| no .....                           | 6 |

Code 1, 2, 3 or 4 is to be recorded if the reply is in affirmative for late in sitting, walking, talking or any combination of them, respectively. If the respondent cannot recall or does not know the time of attainment of these milestones by the disabled member, code 5 is to be recorded. Code 6 will be recorded if the disabled member was not late in attaining these developmental milestones.

**5.5.9 Column 9: degree/type of disability:** The degree or type of the physical disabilities of the disabled members of the household will be recorded in terms of codes in this column. No entry will be made against mental disability under this column (these cells have already been shaded). The codes to be used for each of the physical disability are given below.

**5.5.9.1 Degree of visual disability:**

|   |   |
|---|---|
| no light perception .....   | 1 |
| has light perception but cannot count fingers<br>even with spectacles up to a distance of one meter (3 feet):               |   |
| normally uses spectacles .....  | 2 |
| normally does not use spectacles .....  | 3 |
| has light perception but cannot count fingers<br>even with spectacles up to a distance of 1 to 3 meters (3 to 10 feet)<br>: |   |
| normally uses spectacles .....  | 4 |
| normally does not use spectacles .....  | 5 |

**5.5.9.2 Degree of hearing disability:**

|                |   |
|----------------|---|
| profound ..... | 1 |
| severe .....   | 2 |
| moderate ..... | 3 |

A person will be treated as having **profound** hearing disability if he/she cannot hear at all or can only hear loud sounds, such as, thunder or understands only gestures. A person will be treated as having **severe** hearing disability if he/she can hear only shouted words or can hear only if the speaker is sitting in the front. A person will be treated as having **moderate** hearing disability if his/her disability is neither profound nor severe. Such a person will usually ask to repeat the words spoken by the speaker or will like to see the face of the speaker while he/she speaks or will feel difficulty in conducting conversations.

#### 5.5.9.3 The different **types of speech disability** are explained below:

(i) If a person cannot speak or cry or cough then he will be deemed to have lost his voice. On the other hand, if a person cannot speak but cry or cough then he has voice but has no speech. Usually, if a person does not hear at all from birth or has profound hearing disability from birth, he does not develop speech. This can also be due to operation on voice box (or larynx). Persons having undeveloped brain or damaged brain will not have speech. Persons having brain damaged in accident or after a stroke may lose their ability to speak.

(ii) Persons other than those with loss of voice, or those with voice but no speech, may have speech defects, such as, stammering, nasal voice, hoarse and discordant voice, articulation defect, unintelligible speech etc. Persons having stammering defect hesitate or stop in the course of talking. Persons having cleft palate/lip have nasal voice. The speech of such persons improves if nose is closed by fingers and then voice becomes more intelligible. Persons having articulation defect cannot pronounce certain speech sounds. For example, 'ka', 'sa', etc., are always pronounced as 'ta'.

Any persons with speech defect(s) mentioned in para (ii) above will be treated as having speech disability only if his / her speech is not understood.

The codes to be used for recording type of speech disability are:

|                                   |   |
|-----------------------------------|---|
| cannot speak .....                | 1 |
| speaks only in single words ..... | 2 |
| speaks .....                      |   |
| unintelligibly .....              | 3 |
| stammers .....                    | 4 |
| speaks with abnormal voice .....  | 5 |
| any other speech defects .....    | 6 |

**5.5.9.4 Type of locomotor disability:** This item is meant for recording the type of locomotor disability of the disabled member. The codes for the five types of locomotor disabilities (including deformity of body as 'others') are:

|                          |   |
|--------------------------|---|
| paralysis .....          | 1 |
| deformity of limb ... .. | 2 |
| loss of limb .....       | 3 |

|                                    |   |
|------------------------------------|---|
| dysfunction of joints of limb..... | 4 |
| others .....                       | 5 |

For the disabled persons having more than one type of locomotor disability, the type of locomotor disability is to be recorded for each type of locomotor disability against the rows viz. Locomotor<sub>1</sub> & Locomotor<sub>2</sub>. See para 5.5.2 for the details.

**5.5.10 Column 10: cause as known:** The most probable cause as known, which led to the disability, will be recorded in terms of code in this column. It may be noted that these causes are as known and reported by the informant and may or may not be the actual medical cause of disability. If more than one cause is reported by the informant, the code for the cause coming first among them is to be recorded. The definitions of some of the medical terms used are given at the end of this chapter. The codes to be used are given below for different types of disabilities.

**5.5.10.1 Causes of mental disability are:**

|                                       |   |
|---------------------------------------|---|
| pregnancy & birth related .....       | 1 |
| serious illness during childhood .... | 2 |
| head injury in childhood .....        | 3 |
| heredity .....                        | 4 |
| other reasons .....                   | 9 |
| not known .....                       | 5 |

(Note that codes 6 to 8 are not there)

Childhood means children below 5 years of age.

**5.5.10.2 Causes of visual disability are:**

|   |    |                               |    |
|---|----|-------------------------------|----|
| sore eyes during the first month of life .....    | 01 | small pox .....               | 08 |
| sore eyes after one month .....                   | 02 | burns .....                   | 12 |
| severe diarrhoea before the age of six years .... | 03 | injury other than burns ..... | 13 |
| cataract .....                                    | 04 | medical/surgical intervention | 14 |
| glaucoma .....                                    | 05 | old age .....                 | 15 |
| corneal opacity .....                             | 06 | other reasons .....           | 99 |
| other eye diseases .....                          | 07 | not known .....               | 16 |

(Note that code 9 - 11 are not there)

The code for 'old age' is to be given only if it is reported so by the respondent and no other code among 01 to 08 or 12 to 14 is applicable.

**5.5.10.3 Causes of hearing disability are:**

|                            |    |                               |    |
|----------------------------|----|-------------------------------|----|
| German measles/rubella     | 01 | injury other than burns       | 13 |
| noise induced hearing loss | 02 | medical/surgical intervention | 14 |
| ear discharge              | 03 | old age                       | 15 |
| other illness              | 04 | other reasons                 | 99 |
| burns                      | 12 | not known                     | 16 |

(Note that codes 05-11 are not there)

The code for 'old age' is to be given only if it is reported so by the respondent and no other code 01 to 04 or 12 to 14 is applicable.

#### 5.5.10.4 Causes of **speech disability** are:

|                              |    |                                    |    |
|------------------------------|----|------------------------------------|----|
| hearing impairment           | 01 | burns                              | 12 |
| voice disorder               | 02 | injury other than burns            | 13 |
| cleft palate/lip             | 03 | medical/surgical intervention..... | 14 |
| paralysis                    | 04 | old age                            | 15 |
| mental illness / retardation | 05 | other reasons                      | 99 |
| other illness                | 06 | not known                          | 16 |

(Note that codes 07-11 are not there)

The code for 'old age' is to be given only if it is reported so by the respondent and no other code 01 to 06 or 12 to 14 is applicable.

#### 5.5.10.5 Causes of **locomotor disability** are:

|                            |    |                               |    |
|----------------------------|----|-------------------------------|----|
| cerebral palsy             | 01 | tuberculosis                  | 10 |
| polio                      | 02 | other illness                 | 11 |
| leprosy cured              | 03 | burns                         | 12 |
| leprosy not cured          | 04 | injury other than burns       | 13 |
| stroke                     | 05 | medical/surgical intervention | 14 |
| arthritis                  | 06 | old age                       | 15 |
| cardio-respiratory disease | 07 | other reasons                 | 99 |
| cancer                     | 08 | not known                     | 16 |

(Note that code 09 is not there)

The code for 'old age' is to be given only if it is reported so by the respondent and no other code 01 to 08 or 10 to 14 is applicable.

**5.5.11 Column 11: if the disability is due to burns/injury, place of incident:** Entry in this column is to be made only for physical disabilities. If the disability was caused by burns or, injury other than burns (i.e. for code 12 or 13 in column 10), then the place of incident where the burns or injury took place will be recorded under this column.

The codes for recording the place of incident are:

|                          |       |   |
|--------------------------|-------|---|
| agricultural             | field | 1 |
| .....                    |       |   |
| mines .....              |       | 2 |
| factory .....            |       | 3 |
| other work site .....    |       | 4 |
| transport accident ..... |       | 5 |
| home .....               |       | 6 |
| others .....             |       | 9 |

**5.5.12 Column 12: whether treatment taken / undergoing treatment?:** Whether or not the disabled member has taken any treatment or undergoing treatment is to be recorded under this column. The codes are:

|                                |  |   |
|--------------------------------|--|---|
| yes: taken:                    |  |   |
| consulting doctor .....        |  | 1 |
| otherwise .....                |  | 2 |
| yes: undergoing treatment:     |  |   |
| consulting doctor .....        |  | 3 |
| otherwise .....                |  | 4 |
| attending special school ..... |  | 5 |
| no .....                       |  | 6 |

Code 1 or 2 will be applicable if treatment had been taken in the past. If the person is currently under treatment code 3 or 4 will be applicable. Any treatment taken from persons other than medical practitioners (of any stream) would be considered as “taken otherwise” and code 2 or 4 will be applicable. code 5 will be recorded for disabled person is currently attending special schools for the disabled irrespective of whether taking/taken treatment or not.

**5.5.13 Column 13: whether aid/appliance advised?:** Whether or not a physically disabled member was advised for any aid/appliance for the disability is to be recorded under column 13 in terms of codes. The codes are:

|                    |  |   |
|--------------------|--|---|
| yes:               |  |   |
| acquired .....     |  | 1 |
| not acquired ..... |  | 2 |
| no .....           |  | 3 |

In some cases aid/appliance are acquired without seeking advice/treatment. In such cases, it is to be considered as self-advice and code 1 may be recorded. Those who do not seek advice and also do not acquire aid/appliance will get code 3.

Columns 14 to 17 are to be filled if entry is 1 in column 13.

**5.5.14 Column 14: if aid/appliance acquired, type:** This item will be filled-in for the disability for which aid/appliance had been advised and also acquired (i.e. for the disability with code 1 against col. 13). The type of aid/appliance acquired for personal independence or economic independence or other reasons will be recorded in codes. Aid/appliance will relate to physical aids/appliances and therapies will not be included.

The codes to be used are:

|                     |    |                         |    |
|---------------------|----|-------------------------|----|
| hearing aid .....   | 01 | tricycle .....          | 06 |
| wheelchair .....    | 02 | callipers .....         | 07 |
| artificial limbs .. | 03 | spinal brace .....      | 08 |
| crutch .....        | 04 | high powered glasses .. | 10 |
| splint .....        | 05 | others .....            | 99 |

(note: code 01 is applicable for hearing disability only, codes 02-08 are applicable for locomotor disability only and code 10 is applicable for visual disability only)

**5.5.15 Column 15: how aid/appliance acquired?:** How the aid/appliance relating to the disability was acquired by the disabled member, will be recorded in codes against this item. The codes are:

|                               |   |
|-------------------------------|---|
| purchased .....               | 1 |
| assistance from:              |   |
| government .....              | 2 |
| non-government organisation.. | 3 |
| others .....                  | 9 |

If an aid/appliance is purchased using own money as well as financial assistance from any organisation, then the code 1 will be given if own money is more than the financial assistance. Else, one of codes 2, 3 or 9 will be assigned. Codes 2, 3 or 9 will also be applicable if the aid/appliance is given in kind.

**5.5.16 Column 16: whether aid / appliance regularly used?:** Whether or not the aid/appliance that have been acquired are regularly used is to be ascertained and recorded in this column. Code 1 will be recorded if it is used and code 2 will be recorded, otherwise.

**5.5.17 Col. 17: if code 2 in col. 16, reason for not using:** If the aid /appliance is not used regularly, the reason for not using them are to be recorded in this column in terms of codes. The codes are:

|   |   |
|---|---|
| uncomfortable for use .....               | 1 |
| difficulty in maintenance and repair..... | 2 |
| others.....                               | 9 |

**5.5.18 Column 18: if code 2 in col. 13, reason for not acquiring aid/appliance:** For each physical disability of the member for which aid/appliance was advised but was not acquired (i.e. for the disabilities with code 2 in col. 13), reason for not acquiring the aid/appliance by the disabled member is to be recorded in this column. The codes to be used are:

|                             |   |
|-----------------------------|---|
| not available .....         | 1 |
| expensive .....             | 2 |
| not necessary for:          |   |
| economic independence ..... | 3 |
| personal independence ..... | 4 |
| others .....                | 9 |

‘Economic independence’ means that the disabled person does not face any difficulty in pursuing his/her livelihood. When the disabled person does not need any help from others for his daily chores he/she is considered to have ‘personal independence’.

**5.6 Block 6: Particulars of enrolment of disabled persons of age 5-18 years (i.e. entry 5 to 18 in col. 5 and entry 1 to 6 in col. 7 of block 4)**

5.6.0 This block is meant for recording the particulars of enrolment of the disabled children of age 5-18 years of the household in ordinary schools or special schools (i.e. for children of age 5-18 years as recorded in column 5 and with any of codes 1 to 6 in column 7 of block 4). In this context, special schools refer to the schools/institutions meant for the disabled like school for blind, school for the deaf etc. One row will be used for one disabled child belonging to the sample household.

**5.6.1 Columns 1 and 2: srl. no. as in col. 1, block 4 and age as in col. 5 of block 4:** These two items are self-explanatory and entries will be copied from the respective columns (i.e. columns 1 & 5) of block 4 corresponding to each disabled child of age 5-18 years of the household.

**5.6.2 Column 3: whether the child has attended pre-school intervention programme?:** Pre-school intervention refers to any support given to children with disability before they start going to school. For instance therapies for motor or speech defects or delayed development, stimulation programmes either at home or developmental centres through qualified trainers/therapists. Pre-school interventions also mean attending Play School, Nursery Schools, Balwadis or Anganwadis in formal or informal setups. Code 1 will be assigned if the child has attended any such pre-school intervention programme and code 2 otherwise.

**5.6.3 Column 4: whether ever enrolled in ordinary school:** It is to be enquired whether the disabled child was ever enrolled in an ordinary school or not. If the disabled child was ever enrolled in an ordinary school, code 1 will be recorded and otherwise, code 2 will be recorded against this item.

**5.6.4 Column 5: if ever enrolled (code 1 in col. 4), whether continuing?:** Information against this item will be recorded only for the disabled children who were ever enrolled in an ordinary school (i.e. for those with code 1 against column 3). If such a disabled child is continuing his/her studies in the ordinary school, code 1 will be recorded against this item, otherwise code 2 will be recorded.

**5.6.5 Column 6: if code 2 in col. 5, whether discontinued from an ordinary school due to onset of disability?:** This item is meant for recording whether or not the disabled child discontinued studies from the ordinary school due to onset of disability. This information

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will be recorded for the disabled children who were once enrolled in an ordinary school but discontinued later (i.e. for those with code 2 in col. 5). Code 1 will be recorded if the disabled child is reported to have discontinued the studies due to onset of disability and code 2 for other reasons.

**5.6.6 Column 7: whether ever enrolled in a special school?:** This item will be filled-in for the disabled child who was either never enrolled in an ordinary school or was enrolled in an ordinary school but discontinued (i.e. for those with code 2 in col. 4 or in col. 5). If such a disabled child is ever enrolled in a special school, code 1 will be recorded and otherwise, code 2 will be recorded.

**5.6.7 Column 8: if ever enrolled in a special school (code 1 in col. 7), whether continuing:** If a disabled child was ever enrolled in a special school (for code 1 in col. 7), code 1 will be recorded in this column if the child is continuing in the special school. If the child has discontinued, code 2 will be recorded.

**5.6.8 Column 9: if never enrolled in a special school (code 2 in col. 7), reason for non-enrolment:** The reason for non-enrolment in a special school will be recorded in terms of codes in this column. The entry will be made for those disabled children who were never enrolled in an ordinary school and also in a special school, and those who were enrolled in an ordinary school but discontinued and subsequently never enrolled in a special school (i.e. for those with code 2 in col. 7). In case more than one reason is equally applicable, the code of the reason among the relevant ones, which appear first in the code list, will be recorded. The codes to be used are:

|                                |       |            |    |
|--------------------------------|-------|------------|----|
| due                            | to    | disability | 01 |
| .....                          |       |            |    |
| school not known               | ..... |            | 02 |
| difficulty                     | in    | getting    | 03 |
| admission.....                 |       |            |    |
| school far away                | ..... |            | 04 |
| expensive                      | ..... |            | 05 |
| parents not interested         | ..... |            | 06 |
| for participation in household |       |            |    |
| economic activity              | ..... |            | 07 |
| for other economic reasons     | ..... |            | 08 |
| for attending domestic chores  | ....  |            | 10 |
| other reasons                  | ..... |            | 99 |

**5.6.9 Column 10: if code 2 in col. 8, reason for discontinuation in a special school:** The reason for discontinuation from the special school will be recorded in terms of codes in this column. This information will be recorded for those who discontinued from a special school (i.e. for those with code 2 in col. 8). The codes are:

|                 |       |            |    |
|-----------------|-------|------------|----|
| due             | to    | disability | 01 |
| .....           |       |            |    |
| school far away | ..... |            | 04 |
| expensive       | ..... |            | 05 |

|                                    |    |
|------------------------------------|----|
| parents not interested .....       | 06 |
| for participation in household     |    |
| economic activity .....            | 07 |
| for other economic reasons .....   | 08 |
| for attending domestic chores .... | 10 |
| other reasons .....                | 99 |

(Note that code 02 and 03 are not given)

**5.7.0 Block 7: Remarks by investigator:** Any relevant remarks relating to the problems encountered in collecting the data, attitude of respondents, etc., will be recorded in this block by the investigator. If the investigator feels that certain information given by the informant is of doubtful nature, it may also be indicated with comments, if any. Any other comment, which may help to make proper assessment of the entries made in the schedule, may also be recorded here.

**5.8.0 Block 8: Comments by supervisory officer(s):** This block will be used by the Supervisory Officer(s) to record their comments and suggestions. They should particularly highlight the inconsistent data, if any, recorded in the schedule giving possible reason for such entries.

## Description of a few Selected Medical Terms

1. **Cataract:** Cataract is opacity (non-transparency) of the lens of the eye which may be incomplete or complete. In normal vision, the lens of the eye is clear and serves to direct light into the eye. When the opacity of the lens is incomplete, some amount of light may pass through the lens and there may be partial vision. But when the lens becomes completely opaque, there is no vision. When the cataract is well advanced, it becomes visible to bystanders as a round-glass-like mass filling up the pupil.

2. **Corneal Opacity:** The outermost layer of the eyeball is cornea and it is transparent in normal conditions. If the cornea becomes opaque due to some reason, the condition is called corneal opacity. In such a situation light does not pass through the cornea to reach the lens of the eye and thus adversely affecting the vision. Corneal opacity can be cured through a corneal transplant.

3. **Glaucoma:** Glaucoma is a disease of the eye, occurring most commonly after the age of fifty years, in which the pressure within the eye rises and destroys the visual nerve fibres. It is responsible for over a quarter of all blindness after the age of 45. Certain families seem to be prone to it. The symptoms which are intense and impossible to ignore include, extreme pain and a sudden blurring of vision. In very advanced cases, glaucoma can result into blindness. It may cause loss of peripheral vision while retaining most of the central vision.

4. **Cleft Palate/Lip:** A birth defect in which a part or all of the upper structure of the mouth (in the roof of the mouth) or the lip is split. If it is not corrected, the deformity can cause difficulty with speech and hearing; however, the most immediate problem may be feeding since the infant with a cleft lip or palate may not be able to suckle. Surgery to form an airtight separation between nose and mouth is usually performed at about 18 months of age. Even with expert surgical repair, speech training is necessary, and nose, ear, and sinus infections may remain a hazard.

5. **Paralysis:** Paralysis or palsy means impairment or loss of muscular power – which may be complete or partial. The distribution of the paralytic condition may be extensive, affecting more or less all the functions of the body, or a limb, or to single/group of muscles supplied by a particular nerve. Paralysis can be due to stroke or injury to the brain, spinal cord or nerves.

6. **Cerebral Palsy:** A group of non-progressive conditions of a person characterised by abnormal muscle control posture resulting from brain abnormality occurring before birth, during the birth or in early infant period of development. Non-progressive condition means that the conditions prevailing at the onset may not get worse progressively. Among the most important single factor during birth that may be responsible is a prolonged lack of oxygen which can occur during a difficult labour. Cerebral palsy does not necessarily imply mental retardation; many children affected with cerebral palsy grow to be mentally competent adults. The paralysis may involve limbs on one side of the body, both lower limbs or all four limbs.

7. **German measles (Rubella):** German measles is generally a mild illness (viral disease) characterized by fever, sore throat, swollen glands, headache, runny nose, and red eyes, all of which generally precede the rash. On the day of onset there may be shivering, headache,

slight cold with sneezing. Within 24 hours of the onset, a pink, slightly raised eruption appears, first on the face of neck, then on the cheeks and on the second day it spreads all over the body. The rash is very bright on some parts of the body, while other parts are almost entirely free. The most distinguishing feature of this disorder is a well-marked but transient enlargement of the glands of the neck. The most significant illness caused by the rubella virus occurs when mothers acquire the infection during the first two months of pregnancy. Infants born after such infections may be congenitally deaf.

8. **Smallpox:** A highly contagious viral disease. Smallpox is characterized by high fever and the emergence of red spots, first on the face and then spreading to the entire upper body. After a day or two, the spots become pustules that may leave pockmarks on the face or neck. Smallpox was declared eradicated in 1977 by the World Health Organization.

9. **Leprosy:** Leprosy is a chronic bacterial disease, characterized by lesions of the skin and superficial nerves; the disease also may involve the eyes and mucous membranes of nose and pharynx. It may be manifested by de-pigmentation of skin with sensory loss and/or deformity of hand feet or nose. Congenital leprosy is unknown; infants born of infected parents do not develop the disorder if separated from them at birth. Leprosy is a curable disease and it does not remain contagious once treatment is initiated.

10. **Polio:** An infectious viral disease of early childhood (before 5 years) that affects the central nervous system and can cause paralysis without sensory loss. It commonly affects limbs and one or more limbs can be affected. The after effects are weak, thin and shortened limbs. The affected person may develop deformities of the limbs and spine.

11. **Stroke:** Due to sudden disruption of blood supply to an area of the brain, person may be suddenly deprived of consciousness and there is a loss of voluntary motion. The consequences may be paralysis (transient or lasting) on one or both sides of the body, difficulties in speech or in chewing, and a loss in muscular coordination.

12. **Arthritis:** Any inflammation of the joints. Arthritis causes swelling, pain, and stiffness in the joints. Damp weather, emotional stress excess weight, and abuse of the joints at work or play can make symptoms more pronounced.

13. **Calipers:** Calipers provide external support to the weakened part of the body.

14. **Spinal Brace:** Calipers used for providing support to the spine is called spinal brace.

15. **Splint:** External support used for correction, maintenance and improvement of function of the part of the body. These are generally used for limbs.

16. **High Powered Glasses:** These are the glasses used by persons with low vision.

### List of Engineering and Non-Engineering Trades

| Engineering trade (code 1) |   | Non-engineering trade (code 2) |  |
|----------------------------|---|--------------------------------|--|
| 1.                         | Blacksmith                                | 36.                            | Bleaching, Dyeing and Calico printing            |
| 2.                         | Welder (Gas & Electric)                   | 37.                            | Book Binding                                     |
| 3.                         | Sheet Metal Worker                        | 38.                            | Cane Willow and Bamboo Work                      |
| 4.                         | Moulder                                   | 39.                            | Cutting and Tailoring                            |
| 5.                         | Carpenter                                 | 40.                            | Embroidery & Needle work                         |
| 6.                         | Mechanic (Motor Vehicle)                  | 41.                            | Hand Composition & Proof Reading                 |
| 7.                         | Mechanic (Tractor)                        | 42.                            | Hand Weaving of Newar, Tape Durries and Carpets  |
| 8.                         | Mechanic (Diesel)                         | 43.                            | Hand Weaving of Fancy & Furnishing Fabrics       |
| 9.                         | Upholstery                                | 44.                            | Hand Weaving of Woollen Fabrics                  |
| 10.                        | Plumber                                   | 45.                            | Knitting with Hand and Machine                   |
| 11.                        | Painter                                   | 46.                            | Manufacture of Footwear                          |
| 12.                        | Farm Mechanic                             | 47.                            | Manufacture of Household Utensils                |
| 13.                        | Wireman                                   | 48.                            | Manufacture of Sports Goods (Leather)            |
| 14.                        | Building Constructor                      | 49.                            | Manufacture of Sports Goods (Misc.)              |
| 15.                        | Pattern Maker                             | 50.                            | Manufacture of Sports Goods (Wood)               |
| 16.                        | Fitter                                    | 51.                            | Manufacture of Suitcases and other leather goods |
| 17.                        | Turner                                    | 52.                            | Preservation of Fruits and Vegetables            |
| 18.                        | Mechanist (Grinder)                       | 53.                            | Printing Machine Operator                        |
| 19.                        | Mechanist                                 | 54.                            | Weaving of Silk and Woollen Fabrics              |
| 20.                        | Mill-Wright/Maintenance Mechanic          | 55.                            | Stenography (English)                            |
| 21.                        | Tool & Die Maker                          | 56.                            | Stenography (Hindi)                              |
| 22.                        | Watch & Clock Maker                       | 57.                            | Stenography (any other language)                 |
| 23.                        | Electroplater                             | 58.                            | Typing (English)                                 |
| 24.                        | Electrician                               | 59.                            | Typing (Hindi)                                   |
| 25.                        | Instrument Mechanic                       | 60.                            | Typing (any other language)                      |
| 26.                        | Refrigeration & Air-conditioning Mechanic | 61.                            | Any other craft/trade                            |
| 27.                        | Draftsman (Mechanical)                    |                                |  |
| 28.                        | Wireless Operator                         |                                |  |
| 29.                        | Surveyor                                  |                                |  |
| 30.                        | Draftsman (Civil)                         |                                |  |
| 31.                        | Mechanic (Radio & T.V.)                   |                                |  |
| 32.                        | Electronics                               |                                |  |
| 33.                        | Telephone Operator                        |                                |  |
| 34.                        | Telegraph Operator                        |                                |  |
| 35.                        | Any other engineering trade               |                                |  |

## Chapter Six

## Schedule 1.2: Housing Condition

**6.0 Introduction:** The last survey on ‘housing condition’ was carried out by NSSO in its 49<sup>th</sup> round (January – June 1993). During the 49<sup>th</sup> round, in addition to housing condition, information on migration and use of public distribution system (PDS) was also collected through Schedule 1.2. However, since information on migration and use of PDS was collected in the 55<sup>th</sup> round, schedule 1.2 in the present round covers housing condition only. In addition, some general particulars of households living in slum will also be collected in this schedule.

6.0.1 In this chapter, detailed instructions for filling up Schedule 1.2 have been given. The concepts and definitions have been discussed in Chapter One.

### 6.0.2 Structure of the Schedule

6.0.2.1 Schedule 1.2 consists of 12 blocks including block 0. The blocks are:

- Block 0: descriptive identification of sample household
- Block 1: identification of sample household
- Block 2: particulars of field operation
- Block 3: household characteristics
- Block 4: particulars of living facilities
- Block 5: housing characteristics and micro environment
- Block 6: particulars of the dwelling
- Block 7: particulars of construction and repair for residential purpose
- Block 8: particulars of dwelling / land owned elsewhere within the country
- Block 9: some general particulars of slum dwellers
- Block 10: remarks by investigator
- Block 11: comments by supervisory officer(s)

6.0.2.2 Blocks 0 and 1 are for recording the identification particulars of sample household. Household characteristics will be collected in block 3. Information relating to housing amenities such as drinking water, sanitation, lighting, cooking, electricity and electric wiring together with possession of some durable goods like radio, TV, heater, car, etc. will be collected in block 4. In block 5, information relating to the house in which the sample household lives and particulars relating to the environment of the house will be collected. The details regarding the dwelling unit of the sample household will be collected in block 6. Particulars of the building construction(s) initiated during the last 5 years by the sample household for residential purposes will be collected and recorded in block 7. Information regarding the dwelling unit / land owned by the sample household at places other than the one in which the household is presently residing will be collected in block 8. Some general particulars about the slum dwellers in regard to their stay in the slum, reason for movement to the slum, whether received any benefit as a slum dweller, whether tried to move out of the slum etc., will be recorded in block 9.

6.0.2.3 **Description of Schedule 1.2:** The procedure of making entries for different items of the blocks is described below:

6.0.2.4 At the top of the first page of Schedule 1.2, two boxes have been given. The box on the left hand side indicates whether the schedule is being canvassed in rural or urban first stage unit (fsu). The right hand side box is meant for identifying the type of sample (central / state) the fsu belongs to. A tick mark (✓) is to be put against appropriate items in the boxes.

### 6.0.3 Block 0: Descriptive identification of sample household

6.0.3.1 This block is meant for recording descriptive identification particulars of a sample household. All the items are self-explanatory. A ‘–’ may be recorded against not applicable items. (e.g., village name is not applicable for urban sample.)

#### 6.1 Block 1: Identification of sample household

6.1.1 **Items 1 to 12:** The identification particulars for items 1, 4 to 12 will be copied from the corresponding items of block 1 of listing schedule (Sch.0.0). The particulars to be recorded in items 2 and 3 have already been printed in the schedule.

6.1.2 **Item 13: segment (1 / 2):** This item will be either 1 or 2. It is to be copied from heading of block 4 of Sch.0.0.

6.1.3 **Item 14: second stage stratum:** The second stage stratum to which the sample household belongs will be recorded here. Entry against this item will be 1, 2 or 3 depending on whether the household being surveyed is selected through column 15, 16 or 17 of schedule 0.0.

6.1.4 **Item 15: sample household number:** This item will be copied from block 4 of Sch. 0.0. For households belonging to second stage stratum 1, this entry will be copied from column 15 for households belonging to second stage stratum 2, this entry will be copied from column 16 and for households belonging to second stage stratum 3, this entry will be copied from column 17.

6.1.5 **Item 16: informant’s relation to head:** In this item information about the informant from whom the data are being collected will be recorded. The relevant codes are:

|                                |   |
|--------------------------------|---|
| head of household .....        | 1 |
| other member of household .... | 2 |
| others .....                   | 9 |

Code 9 will be applicable only in case the selected household is a resident of a ‘residential institution for the disabled persons’ and the information is provided by the owner / official of the institution.

6.1.6 **Item 17: response code:** This item is to be filled-in after canvassing the schedule. The type of informant, considering his co-operation and capability in providing the required information, will be recorded against this item in terms of specified response codes. The codes are:

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

**6.1.7 Item 18: survey code:** Whether the originally selected sample household has been surveyed or a substituted household has been surveyed will be indicated against this item by recording '1' if it is the originally selected sample household, and '2' if it is the substituted one. If neither the originally selected household nor the substituted household can be surveyed i.e., if the sample household is a casualty, code '3' will be recorded. In such cases only blocks 0, 1, 2, 10 and 11 will be filled-in and on the top of the front page of the schedule the word 'CASUALTY' will be written and underlined.

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

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

This item is applicable only if the entry against item 18 is either 2 or 3. Otherwise, a '–' may be recorded against this item.

## 6.2 Block 2: Particulars of field operation

6.2.0 Items in this block are self-explanatory. While filling up the schedule, care is to be taken to record the actual time taken in canvassing the schedule in minutes in whole numbers (and not in hours) against item 3 of this block. It will not include the time taken by the investigator to finalise the schedule. Dates of survey / inspection, etc should be made in six digits – 2 digits each for day, month and year.

## 6.3 Block 3: Household characteristics

6.3.0 This block is meant for recording certain characteristics pertaining to the household including number of individuals who moved into or out of the household. Item wise description of the block and instructions for recording the information are as follows.

**6.3.1 Items 1 to 3: household size:** Household size is to be recorded in these items. For details please see Chapter One. The total number of male, female and total members of the household will be recorded in items 1, 2 and 3, respectively.

**6.3.2 Item 4: gender of the head of household:** Code 1 will be recorded if the head of household is male and code 2 will be recorded if the head of the household is female.

**6.3.3 Item 5: social group:** Whether or not the household belongs to scheduled tribe (ST), scheduled caste (SC) or other backward class (OBC) will be indicated against this item in terms of the specified codes which are:

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



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

**6.3.4 Item 6: land possessed (0.00 ha):** The area of land possessed will include land 'owned', 'leased in' and 'land neither owned nor leased in' (i.e. encroached) by the household but exclude land 'leased out'. For detailed concept relating to "land possessed", see Chapter One. The total land area possessed by the household as on the date of survey will be worked out and recorded in hectares up to two places of decimal. The cell against this item has been split into two cells for recording the integral and decimal part of the value. For example the value 1.03 may be recorded as:

|   |    |
|---|----|
| 1 | 03 |
|---|----|

**6.3.5 Item 7: principal industry (NIC 1998):** The description of the principal household industry will be recorded in the space provided. The entry cell for item 2 has been split into 5 cells for recording each digit separately. The appropriate five-digit industry code of the NIC 1998 will be recorded here. For households deriving income from non-economic activities only, a dash (-) may be put against this item. For details please see Chapter One.

**6.3.6 Item 8: principal occupation (NCO 1968):** The description of the principal household occupation will be recorded in the space provided. The appropriate three-digit occupation code of the NCO 1968 is to be recorded in the entry cell which has been trisected for recording each digit separately. For households deriving income from non-economic activities only, a dash (-) may be put against this item. For details please see Chapter One.

**6.3.7 Item 9: average monthly consumer expenditure (Rs. in whole no.):** This is the expenditure of a household on domestic consumption and is same as the expenditure covered in the consumer expenditure surveys of NSS. The average monthly consumer expenditure worked out on the basis of the preceding 12 months from the date of survey will be recorded against this item. The expenditure will be entered in whole number in rupees.

**6.3.8 Item 10: distance (in km) to the place of work normally travelled by the principal earner of the household:** Principal earner of the household is that person among the household members who had the highest earnings during the 365 days preceding the date of survey from any type of activity, economic or non-economic. One way actual distance (in kilometres and in whole numbers rounded to the nearest integer) from residence to the place of work normally travelled by the principal earner of the household will be recorded here. The reference period for this item is the last 365 days. For persons, whose place of work is not fixed, e.g. hawkers, casual workers, mobile trade, etc., the distance normally travelled from residence to the farthest point of his/her area of operation may be recorded. If the distance to the place of work from residence is less than 0.5 km., '0' may be recorded.

**6.3.9 Item 11: maximum distance (in km) to the place of work normally travelled by any member of the household:** The maximum distance (in kilometres and in whole numbers rounded to the nearest integer) to the place of work normally travelled by any member of the household during the last 365 days will be recorded here in whole numbers. The method of ascertaining the distance will be same as mentioned in item 10. If principal earner is the only person in the household to travel to the place of work, entry in item 11 will be same as in item 10.

**6.3.10 Item 12: whether the household moved to the village/town of enumeration during the last 365 days?:** This item is for recording the information on movement of the

sample household. If the entire household, as now being enumerated, has moved to the place of enumeration during the last 365 days preceding the date of survey, the same will be considered for recording 'yes' against this item. If one member of the household has moved ahead of other members to the present household and others have joined later (but all of them during the reference year) such cases will also be considered for recording 'yes'. Within a village or town, shifting of house from one locality to another should not be considered as movement. The entry will be 1 if the household has moved to the village/town of enumeration and 2, otherwise.

If entry in this item is 1, then items 13 to 16 will be filled in.

**6.3.11 Item 13: location of last residence:** The type of the place from which the household moved to the place of enumeration is to be recorded here. The location, therefore, refers to whether the place was rural or urban in the same district or state etc. The following 7 possible combinations will be considered:

|  |   |
|--|---|
| rural area of the same district .....                  | 1 |
| urban area of the same district .....                  | 2 |
| rural area of another district of the same state ..... | 3 |
| urban area of another district of the same state ..... | 4 |
| rural area of another state .....                      | 5 |
| urban area of another state .....                      | 6 |
| another country .....                                  | 7 |

**6.3.12 Item 14: nature of movement:** The movement of the household to the place of enumeration may be only a temporary movement (i.e., the household intends to move again to the original place or another place within six months of coming to the place of listing) or a permanent movement (i.e., the household intends to stay (or has stayed) at the place of enumeration for more than six months). A temporary movement could be a seasonal movement or non-seasonal. The nature of movement will be recorded in codes as follows:

|                 |                 |   |
|-----------------|-----------------|---|
| temporary:      | seasonal.....   | 1 |
|                 | non-seasonal... | 2 |
| permanent ..... |                 | 3 |

**6.3.13 Item 15: reason for movement:** For each household reported as having moved, the reason for such movement will be ascertained and recorded in codes. While ascertaining the reason, it may be noted that though different members of the household may have different reasons to record, only that factor which is the basic reason for the decision to shift the household should be considered. This has to be ascertained through proper probing. The reasons for movement categorised with their corresponding codes are given below:

|   |    |
|---|----|
| in search of employment .....                 | 01 |
| in search of better employment .....          | 02 |
| to take up employment/better employment ..... | 03 |
| transfer of service/contract .....            | 04 |
| proximity to place of work .....              | 05 |
| studies .....                                 | 06 |
| acquisition of house/flat .....               | 07 |

|                                 |    |
|---------------------------------|----|
| housing problems .....          | 08 |
| social/political problems ..... | 10 |
| health .....                    | 11 |
| others .....                    | 99 |

**6.3.14 Item 16: type of structure where household lived last:** For the household which has moved to the place of enumeration, the type of structure where the household lived before movement to the place of enumeration is to be ascertained. The places and structures where the household had lived as a stop-gap measure (period less than six months) before moving to the place of enumeration are to be ignored for the purpose. The type of structure refers to the materials used for different parts of building and is to be identified as per the definitions given earlier for each of the different types of structure viz., pucca, semi-pucca, serviceable katcha and non-serviceable katcha (for definitions, see Chapter One). If the household had no structure to live in, it is also to be entered against this item. The relevant codes are as below:

|                          |   |
|--------------------------|---|
| pucca .....              | 1 |
| semi-pucca .....         | 2 |
| serviceable katcha ..... | 3 |
| unserviceable katcha ... | 4 |
| no structure .....       | 5 |

**6.3.4.15 Item 17: no. of members who moved into the household during last 365 days:** This item is intended to capture the information on the migration of the household members. This will be decided based on the concept of change in the usual place of residence (upr). The usual place of residence here is defined as a place (village or town) where the person has stayed continuously for a period of six months or more. The place of enumeration refers to the place (village / town) where the person is being enumerated or surveyed, i.e., the present place of the residence of the person. This item will record the number of persons of the present household who had a different upr previously (called the last upr). Members of the household who have been staying in the same village or town since their birth will not be considered here. Visits of daughters to their parents place for childbirth or for treatments etc. will not be considered even if it is for more than six months. Female(s) of other village/town married to the member(s) of the household being surveyed during the last 365 days will be included here. The following cases may be specially noted:

- (i) Temporary visitors to the household will not be considered.
- (ii) For persons who have only moved from one locality to another within the same town / village, the place of enumeration and place of last upr will be the same.
- (iii) Stay in a different town or village for less than six months will be ignored. For example, if a person staying in place A moves to place B where he stays for 8 months and then moves to place C and stays there for 4 months before finally settling down at place D, and if he is enumerated at place D his last upr will be B and not C.

**6.3.16 Item 18: no. of members who moved out of the household during last 365 days:** In order to collect data on out-migration (within and outside the country), information regarding the number of persons who have left the household and gone outside the village / town where the household is residing is to be collected. In case no member has left the household "0" will be recorded. It is important to note that only those persons who were

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members of the household at the time of their departure and are presently alive and staying elsewhere are to be considered. Persons gone out for purely temporary purposes for short periods, say, for meetings / conferences or official tours or tourism purpose, participation in games, sports, etc. will not be considered. Similarly, who have only moved from one locality to another within the same town / village will not be considered.

#### 6.4 Block 4: Particulars of living facilities

6.4.0 In block 4 information relating to housing amenities such as drinking water, sanitation, lighting, cooking electricity and electric wiring and possession of some durable goods will be collected. Item wise descriptions are given below:

6.4.1 **Item 1: major source of drinking water:** The information in respect of the household's major source of drinking water will be collected and entered against this item in codes. The codes are:

|  |   |
|--|---|
| tap .....                                | 1 |
| tube well / hand-pump .....              | 2 |
| well .....                               | 3 |
| tank / pond (reserved for drinking)..... | 4 |
| other tank / pond .....                  | 5 |
| river / canal / lake.....                | 6 |
| spring .....                             | 7 |
| others.....                              | 9 |

If an arrangement is made by corporation, municipality, panchayat or other local authorities or any private or public housing estate or agency to supply water through pipe for household uses and if the sample household is availing such facility, then code 1 will be appropriate. Drinking water carried through pipe from sources like well, tank, river etc. by the owner / occupants only for convenience of the household, however, will not be treated as tap water. Instead, such a source will get the code appropriate to the actual source from which water is carried through pipe. The other codes are self-explanatory. If the household gets drinking water from more than one source, the source which is in major use should be its source. In this connection, it may be mentioned that particularly in rural areas, the source of drinking water may be different in different seasons. In such cases, the investigator is to ascertain the household's major source of drinking water and record it considering all the seasons during the last 365 days against this item.

6.4.2 **Item 2: whether availability of drinking water is sufficient throughout the year? :** For collecting this information, the investigator will have to depend on the judgement of the informant. The code is 1 for 'yes' and 2 for 'no'.

6.4.3 **Item 3: facility of drinking water:** Information as to whether the household's source of drinking water is for its exclusive use or is shared with other households/community will be indicated in codes. The codes are:

|   |   |
|---|---|
| household' exclusive use ..                 | 1 |
| common use of households in the building .. | 2 |
| community use .....                         | 3 |

If the source is for the exclusive use of the household, code 1 will be recorded. If the source is shared by the household with one or more households in the building, code 2 will be recorded. Similarly, code 2 will be applicable when a few households have a single well, hand pump etc. for their exclusive use. If the source is for community use, i.e., for use of households in two or more buildings in the locality, code 3 will be recorded.

**6.4.4 Item 4: distance to the source of drinking water:** The distance to the source of drinking water from the dwelling unit will be ascertained and recorded in codes. The codes are:

|  |   |
|--|---|
| within dwelling .....                          | 1 |
| outside dwelling but within the premises ..... | 2 |
| outside premises:                              |   |
| less than 0.2 km... ..                         | 3 |
| 0.2 to 0.5 km.....                             | 4 |
| 0.5 to 1.0 km.....                             | 5 |
| 1.0 to 1.6 km. ....                            | 6 |
| 1.6 km or more .....                           | 7 |

The source of drinking water mentioned here refers to the source recorded in item 1 of this block. If the source of drinking water is within the dwelling unit, code 1 will be recorded. When the source is outside the dwelling but within the building plot of the dwelling unit, code 2 will be recorded. In the other cases i.e., when the source is outside the premises, the distance of the source from the dwelling unit will be ascertained and appropriate distance code will be entered.

**6.4.5 Item 5: bathroom:** Information about the bathroom facility available to the members of the household will be indicated against item 5 in codes. The codes are:

|                          |   |
|--------------------------|---|
| bathroom: attached ..... | 1 |
| detached .....           | 2 |
| no bathroom .....        | 3 |

If the dwelling unit does not have a bathroom in its premises, code 3 will be recorded. On the other hand, if it has a bathroom in its premises but not attached to dwelling unit, code 2 will be recorded. If the dwelling unit has one or more bathrooms attached to the dwelling unit (i.e. with direct access from its rooms veranda or corridor) code 1 will be recorded. If the bathroom is in a structure separated from the main building which also contains rooms used for living purposes, 1 will be the appropriate code. A room used as bedroom, sitting room, reading room, prayer room or dining room will be considered a room used for living purposes. An enclosed area without a roof used for bathing purposes, or any living room / kitchen used for bathing purpose is not a bathroom for that dwelling.

**6.4.6 Item 6: distance from the bathing place:** The distance of the bathing place from the dwelling unit will be ascertained and entered against this item in codes. The codes are:

|                          |   |
|--------------------------|---|
| within the premises..... | 1 |
| outside premises:        |   |
| less than 0.2 km. ....   | 2 |

|                     |   |
|---------------------|---|
| 0.2 to 0.5 km. .... | 3 |
| 0.5 to 1.0 km.....  | 4 |
| 1.0 km or more..... | 5 |

If the household members use more than one bathing place the one used by majority of the members will be its bathing place. An enclosed area without a roof used for bathing purposes will also be considered as a bathing place and not as a bathroom.

**6.4.7 Item 7: latrine:** The information about the type of latrine used by the household will be recorded in codes. The codes are:

|                           |               |           |                        |
|---------------------------|---------------|-----------|------------------------|
| public/community latrine: | service – 01, | pit – 02, | septic tank/ flush– 03 |
| shared latrine:           | service – 04, | pit – 05, | septic tank/flush – 06 |
| own latrine:              | service – 07, | pit – 08, | septic tank/flush – 10 |
| other latrine .....       | 99            |           |                        |
| no latrine facility.....  | 11            |           |                        |

If the household does not have any latrine facility, i.e. its members use open area as latrine, code 11 will be recorded. In a few areas, one may still comes across latrines that are serviced by scavengers. These are called service latrines. A latrine connected to underground sewerage system is called flush system latrine. A latrine connected to underground septic chambers will be considered as a septic tank latrine. A latrine connected to a pit dug in earth is called a pit latrine. If the household uses a latrine of any other type, code 99 will be recorded. The approach for deciding the public / community use, shared etc. is the same as in item 3 of this block.

**6.4.8 Item 8: (if code 04, 05 or 06 in item 7), number of households using the latrine(s):**

If the household is using shared latrine, then the number of households sharing the latrine is to be ascertained and reported in this item. In case the exact number of households sharing the latrine is not known, approximate number may be recorded after proper probing.

**6.4.9 Items 9: (if code 01, 02, 03 or 11 in item 7), distance to travel for latrine (code):** If the household uses public / community latrine or no latrine, the distance normally travelled for latrine from the dwelling unit in which the sample household lives will be ascertained and the distance recorded in appropriate codes. The codes are:

|                        |   |
|------------------------|---|
| less than 0.2 km. .... | 1 |
| 0.2 to 0.5 km. ....    | 2 |
| 0.5 to 1.0 km.....     | 3 |
| 1.0 km. or more.....   | 4 |

**6.4.10 Item 10: primary source of energy for cooking:** Against this item, the code corresponding to the primary source of energy used by the household for cooking during last 30 days preceding the date of survey, will be recorded. If more than one type of energy is utilised, the primary or principal one on the basis of its use will have to be identified and the corresponding code will be recorded. The codes are:

|                          |    |
|--------------------------|----|
| coke/coal.....           | 01 |
| firewood and chips ..... | 02 |

|                             |    |
|-----------------------------|----|
| LPG .....                   | 03 |
| gobar-gas.....              | 04 |
| dung cake .....             | 05 |
| charcoal.....               | 06 |
| kerosene.....               | 07 |
| electricity.....            | 08 |
| others.....                 | 99 |
| no cooking arrangement..... | 10 |

**6.4.11 Item 11: primary source of energy for lighting:** Against this item, the code corresponding to the primary source of energy used by the household for lighting during last 30 days preceding the date of survey, will be recorded. If more than one type of energy is utilised, the primary or principal one on the basis of its use will have to be identified and the corresponding code will be recorded. The codes are:

|                               |   |
|-------------------------------|---|
| kerosene.....                 | 1 |
| other oil.....                | 2 |
| gas .....                     | 3 |
| candle .....                  | 4 |
| electricity.....              | 5 |
| others .....                  | 9 |
| no lighting arrangement ..... | 6 |

**6.4.12 Item 12: (if code 5 in item 11), type of electric wiring:** If the primary source of energy for lighting is electricity, type of electric wiring done in the dwelling unit will be indicated here. The codes are:

|                          |   |
|--------------------------|---|
| conduit wiring .....     | 1 |
| fixed to the walls ..... | 2 |
| temporary .....          | 3 |

Conduit is a pipe or tube used for carrying insulated electric wires.

**6.4.13 Items 13 to 27: does the household possess?:** A number of households durable goods are listed in items 13 to 27. Information about the possession of each listed durable goods by the household as on the date of survey will be collected and recorded in codes. Each item should get applicable code and no item will be left blank. It may be noted that any item requiring normal repair will be considered for recording code for 'yes'. However, if the item has been out of use and the repairs are either not feasible or uneconomical, then code for 'no' may be recorded. Tractor will also include tractor-like equipment.

## 6.5 Block 5: Housing characteristics and micro environment

**6.5.0** Information relating to the house in which the sample household lives and particulars relating to the environment around the house will be collected in this block. However, if the residential house is located in a building then relevant particulars for the building will be recorded.

**6.5.1 Item 1: area type in which the house is located:** Information on the type of area in which the building housing the sample household is located will be recorded against this item in terms of codes. The codes are:

|                          |   |
|--------------------------|---|
| notified slum.....       | 1 |
| non-notified slum.....   | 2 |
| squatter settlement..... | 3 |
| other areas.....         | 9 |
| no house.....            | 4 |

For households in rural areas, codes 4 and 9 will only be applicable.

To collect this information, apart from the informant belonging to the sample household, some knowledgeable persons of the locality may have to be contacted. For a household living under a tree or bridge, in a pipe, or on a footpath without a structure etc. code 4 will be recorded and items 2 to 11 of this block will be left blank.

If the house is situated in a slum area, then code 1 will be recorded if the area is notified as a slum by the municipality or other appropriate authorities, otherwise code 2 will be recorded. Sometimes an area develops into an unauthorised settlement with unauthorised structures put up by “squatters”. Such an area, if not categorised as a slum area, will be considered as a “squatter settlement” and houses in such an area will get code 3. For all other areas code 9 will be recorded against this item. For definitions please see Chapter One.

**6.5.2 Item 2: plinth area of the house (in square feet):** Plinth refers to the construction extending from the top of the foundation to the ground floor level of the house i.e. foundation base of a building. Plinth area is the total constructed area of the surface on the ground over which the structure is created. The plinth area will be recorded against this item in square feet in whole numbers. In case more than one structure is used by the household, total plinth area of all taken together will be recorded. In case of a multi-storeyed building plinth area will refer to the whole building.

**6.5.3 Item 3: plinth level (in feet):** Plinth level means the constructed ground floor level from the land (at the main entrance of the building) on which the building is constructed. If the ground floor is at the same level as the land on which the house stands, it will be considered as having no plinth and ‘0’ will be recorded. It may be noted that plinth level of the building is to be recorded, even if the household is residing in a floor higher or lower than the ground floor. If the building consists of more than one structure, plinth level of the building will relate to the main (in the sense of having greater floor area) structure used for residential purpose. The plinth level will be recorded against this item in feet in whole numbers.

**6.5.4 Item 4: use of house:** The purpose for which the house is used will be entered against this item. The codes are:

|                               |   |
|-------------------------------|---|
| residential only .....        | 1 |
| residential-cum-factory ..... | 2 |
| residential-cum-office .....  | 3 |



|  |   |
|--|---|
| residential-cum-shop .....               | 4 |
| any combination of codes 2, 3 and 4..... | 5 |
| others .....                             | 9 |

In case of a flat, it will refer to the flat in which the household is residing.

**6.5.5 Item 5: period since built:** Period since built will be counted from the time of the first occupation after completion of the building and this information will be entered in terms of codes. The codes are:

|                        |   |
|------------------------|---|
| less than 1 year ..... | 1 |
| 1 to 5 years .....     | 2 |
| 5 to 10 years .....    | 3 |
| 10 to 20 years .....   | 4 |
| 20 to 40 years .....   | 5 |
| 40 to 60 years .....   | 6 |
| 60 to 80 years .....   | 7 |
| 80 years or more ..... | 8 |

Period since built is in respect of the ground floor of the building when the different stories were built at different times and the household is occupying the whole building. However, if different storeys are occupied by different households, year of construction will relate to the unit where the sample household resides.

**6.5.6 Item 6: condition of structure:** Condition of structure refers to the physical condition of the structure of the house and will be recorded in appropriate code. The codes are:

|                   |   |
|-------------------|---|
| good .....        | 1 |
| satisfactory .... | 2 |
| bad .....         | 3 |

The code relevant for the structure will be determined as follows:

(i) if the structure does not require any immediate repairs, major or minor, it will be regarded as in 'good' condition and code 1 will be assigned.

(ii) if the structure requires immediate minor repairs but not major repairs, it will be regarded as in 'satisfactory' condition and code 2 will be recorded for such a structure.

(iii) if the structure of the building requires immediate major repairs without which it may be unsafe for habitation or requires to be demolished and rebuilt, it will be regarded as in 'bad' condition and code 3 will be recorded for such building.

**6.5.7 Item 7: drainage arrangement:** Information on the drainage arrangement available to the house will be recorded against this item in codes. The codes are:

|                             |   |
|-----------------------------|---|
| drainage: underground ..... | 1 |
| covered pucca.....          | 2 |
| open pucca .....            | 3 |
| open katcha .....           | 4 |

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no drainage ..... 5

Drainage arrangement means arrangement for carrying off the waste water and liquid waste of the house.

**6.5.8 Item 8: garbage disposal (urban):** This item will be filled in for urban areas only. For fsus belonging to rural area, a '–' may be put against this item. In the urban areas, some arrangements usually exist to carry away the refuse and waste of households to some dumping place away from the residential areas. In some places, the public bodies collect the garbage from the premises of the household or from some fixed points in the locality where the residents put their garbage. In some places, a body of residents themselves make the arrangement of carrying the garbage to the final dumping place away from residential areas without participation of any public body. Information on the arrangement prevailing for the colony / locality of the dwelling unit will be obtained and entered in codes. The codes are:

|                     |   |   |
|---------------------|---|---|
| disposal:           | by panchayat / municipality / corporation ... | 1 |
|                     | by resident(s).....                           | 2 |
|                     | others.....                                   | 9 |
| no arrangement..... |   | 3 |

**6.5.9 Item 9: animal shed:** Information as to whether there is any animal shed or not in the building or its neighbourhood will be recorded against this item in codes. The codes are:

|                      |                                |   |
|----------------------|--------------------------------|---|
| shed:                | detached from the building ... | 1 |
|                      | attached to the building ..... | 2 |
| no animal shed ..... |                                | 3 |

If there is no animal shed within 100 feet of the house (even on the adjacent plots) code 3 will be recorded. If there is an animal shed in the house or attached to the house code 2 will be recorded. If there is an animal shed within 100 feet of the house but not within / attached to it, code 1 will be recorded. The animals and / or the shed need not be owned or possessed by any household in the house. Animal shed for the purpose of this survey, is a structure where livestock (cattle, buffalo, horse, goat, pig, etc. but not poultry and pets) are sheltered.

**6.5.10 Item 10: whether experienced any flood during last 5 years?:** If rain water during monsoon and / or water from sea, river etc. enters into the ground floor of the house, then the house is said to have experienced flood. The codes for this item are:

|           |                        |   |
|-----------|------------------------|---|
| yes:      | from excessive rain... | 1 |
|           | river, sea etc.....    | 2 |
| none..... |                        | 3 |

In case both codes 1 and 2 are applicable, code 2 will be recorded.

**6.5.11 Item 11: approach road / lane / constructed path:** Information as to whether the house has a direct opening to any road or not will be recorded against this item in codes. If from the plot of the house, one can approach a road / lane / constructed path without passing through another plot, the house is to be regarded as having a direct opening to a road. If, on the other hand, one has to pass through another plot to approach a road / lane / constructed path, the house is to be regarded as having no direct opening to a road. A road / lane /

constructed path will be treated as having street lights if it has some lighting provision as on the date of survey. The codes are:

|   |  |   |
|---|--|---|
| direct opening to:  | motorable road / lane / constructed path with street light.....  | 1 |
|   | motorable road / lane / constructed path without street light... | 2 |
|   | other road / lane / constructed path with street light.....      | 3 |
|   | other road / lane / constructed path without street light.....   | 4 |
| no direct opening to road / lane / constructed path ..... |  | 5 |

## 6.6 Block 6: Particulars of the dwelling

6.6.0 In this block, details regarding the living accommodation occupied by the household will be collected.

6.6.1 **Item 1: ownership of the dwelling:** Information in respect of the ownership of the dwelling unit (for definition of dwelling unit see Chapter One) will be recorded against this item in codes. The codes are:

|                                |   |
|--------------------------------|---|
| owned .....                    | 1 |
| employer quarters.....         | 2 |
| other hired accommodation..... | 3 |
| others.....                    | 9 |
| no dwelling.....               | 4 |

If the dwelling unit is owned by the sample household or it has owner-like possession of the dwelling, code 1 will be recorded. If the accommodation is provided by the employer of a member of the sample household, it will be treated as quarters and code 2 will be given. If the dwelling is taken on rent payable at monthly, quarterly or any other periodic intervals or on lease, it will be treated as a hired dwelling and code 3 will be recorded. Households living more or less regularly, under bridges, in pipe, under staircase, in purely temporary flimsy improvisations built by the roadside (which are liable to be removed any moment) etc. are considered to have no dwellings and for such households code 4 will be recorded against this item. Code 9 will be entered in all other types of possession.

In case of code 4 in item 1, items 2 to 23 of this block will be left blank.

Items 2 to 5 shall be filled in if the dwelling is hired, i.e., if code 2 or 3 in item 1.

6.6.2 **Item 2: monthly rent (Rs.):** This item will be filled in for all dwellings with code 2 or 3 against item 1. For other households, a ‘-’ mark may be put against this item. The actual amount (in whole number of Rupees) payable per month by the household will be recorded against this item. If the household has paid some amount initially which is adjusted in the monthly rent, the amount adjusted in each month shall also be included in the monthly rent. If the household is residing in employer’s quarters, (i.e. for those with code 2 against item 1), the amount deducted from the salary of the household member for whom the quarter is allotted on account of rent for the dwelling unit plus the house rent allowance the person might have received if he/she had not been provided the accommodation, will be the rent of the dwelling unit. Rent does not include any salami/pugree or any kind of cess payable to

local bodies or government or monthly maintenance charges payable to the co-operative society etc.

**6.6.3 Item 3: year of taking on rent:** The year when the dwelling was taken on rent is to be recorded against this item. The cell against this item has been divided into four cells for recording four digits of the year, e.g., 1998.

**6.6.4 Item 4: non-adjustable deposit paid (Rs):** The amount of non-adjustable deposit paid for taking the dwelling on rent is to be recorded in rupees in whole number. Non-adjustable deposit means the deposit which is not adjusted in the monthly rent of the dwelling.

**6.6.5 Item 5: if entry in item 4 is positive, whether recoverable at the time of vacation?:** In case the entry against item 4 is positive, then it is to be ascertained whether or not the deposit paid is recoverable at the time of vacating the dwelling. If the deposit is recoverable code 1 is to be given, else code 2 is to be given. In case only a part of the amount is recoverable, then code 1 may be given if the recoverable amount forms major part of the deposit; else code 2 may be given.

**6.6.6 Item 6: if not hired (i.e. if code 1 or 9 in item 1), imputed monthly rent (Rs.):** Information on imputed rent for those dwellings which are not hired (i.e. for those with codes 1 or 9 in item 1 of this block) will be collected and entered against this item. Imputation will be done on the basis of the prevailing rate of rent for similar accommodation in the locality. For hired dwellings (i.e. for those with codes 2 or 3 in item 1) a ‘–’ will be put against this item. Imputed rent will be recorded in rupees in whole number. Proper probing and local enquiry is essential to ascertain the rent, the dwelling unit may fetch at the prevailing market rate.

**6.6.7 Item 7: if code 3 in item 1, residential status of the landlord:** Residential status of the landlord (for those households with code 3 against item 1) will be recorded in codes. The codes are:

|  |   |
|--|---|
| staying in:                            |   |
| same building .....                    | 1 |
| same village/town .....                | 2 |
| same district .....                    | 3 |
| other district of the same state ..... | 4 |
| other state .....                      | 5 |
| other country .....                    | 6 |

State here means both State and U.T.

**6.6.8 Item 8: type of the dwelling:** the information on the type of the dwelling unit will be entered against this item in codes. The codes are:

|                        |   |
|------------------------|---|
| independent house..... | 1 |
| flat.....              | 2 |
| others.....            | 9 |

Definition of independent house and flat is given in Chapter One. “Others” will include all other housing arrangements such as flat-like dwellings which are not self contained in

respect of bath and toilet facilities, huts/ tenements constructed of mud, bamboo, grass, leaves, reeds and other katcha materials.

**6.6.9 Items 9-10: number of rooms in the dwelling:** Number of 'living rooms' will be recorded against item 9 and number of 'other rooms' will be recorded against item 10. Definition of 'living room' and 'other rooms' is given in Chapter One.

**6.6.10 Items 11-15: floor area of the dwelling (square feet):** Information for each of these items is to be recorded in square feet and in whole numbers. The information on inside floor area (carpet area), i.e. the inside area of the floor excluding the area covered by the walls, of all "living rooms" taken together is to be recorded against item 11 and that of "other rooms" will be recorded against item 12. If a room is used without any apportioning for both business and residential purposes and the residential use is not very nominal, the total area of the room will be included for recording the entry. On the other hand, if only a portion of a room is used for residential purposes, only the area of that portion will be included for making the entry. The same procedure will be adopted in case of room being shared with another household. The floor area of the "covered veranda" and that of "uncovered veranda" is to be recorded against items 13 and 14 respectively. Covered and uncovered verandas are described in Chapter One. Item 15 will be total of items 11 to 14.

**6.6.11 Item 16: ventilation of the dwelling unit:** Information as to whether, in general, ventilation of the dwelling unit is good, satisfactory or bad will be collected and entered against this item in terms of codes. The codes are:

|                    |   |
|--------------------|---|
| good .....         | 1 |
| satisfactory ..... | 2 |
| bad .....          | 3 |

It is to be noted that ventilation of all the rooms in the dwelling unit is to be considered. By ventilation it is generally meant *the extent to which the rooms are open to air and light*. For eliciting this information, the investigator will have to depend mainly on the judgement of the informant. A few guidelines are suggested below which may be helpful for the investigator for assessing the situation.

(i) If the majority of the rooms have more than one window with arrangement for cross ventilation, the dwelling unit may be considered as having 'good' ventilation and code 1 will be recorded.

(ii) If the majority of the rooms have two or more windows without having any arrangement for cross ventilation or if majority of the living rooms have only a single window each with proper arrangement for cross ventilation, the dwelling unit will be considered to have a 'satisfactory' ventilation arrangement and in such cases code 2 will be recorded.

(iii) If the majority of the rooms have no window or have only one window each without any arrangement for cross ventilation, the dwelling unit will be considered to have 'bad' ventilation and code 3 will be entered.

**6.6.12 Item 17: total number of married couples in the household:** Total number of married couples in the household irrespective of their ages is to be recorded in this item. A

man with two wives in a household will constitute two married couples. But one woman with two husbands in a household will form a single couple.

**6.6.13 Item 18: whether a separate room is available to each married couple?:** Information as to whether each married couple of the household has a separate room for their use or not is to be ascertained and recorded against this item in terms of codes. Even if children of age 10 years or below are also using the room along with the couple, it is to be considered as a case of having a separate room for the couple. A couple living in single room-cum-kitchen will be considered to have a separate room. The codes to be used are:

|                      |   |
|----------------------|---|
| yes .....            | 1 |
| no .....             | 2 |
| not applicable ..... | 9 |

Code 9 is admissible when there is no married couple in the household.

**6.6.14 Item 19: if code 2 in item 18, number of married couples not getting a separate room:** if code 2 in item 18, number of married couples not getting a separate room is to be recorded against this item.

**6.6.15 Item 20: kitchen type:** Information about the kitchen facility in the dwelling unit will be recorded in codes. The codes are:

|                                       |   |
|---------------------------------------|---|
| separate kitchen: with water tap..... | 1 |
| without water tap .....               | 2 |
| no separate kitchen .....             | 3 |

If the dwelling unit has a room used exclusively as a kitchen, it will be considered to have a separate kitchen. If such a kitchen has a water tap inside, code 1 will be recorded and code 2 will be recorded otherwise. If a room is used as kitchen-cum-store or kitchen-cum-dining room, then also the household will be considered to have a separate kitchen. In all other cases, code 3 will be recorded. If a room, with or without partition (which does not extend up to the ceiling), is shared as kitchen by two or more households, code 3 will be the appropriate entry against this item.

**6.6.16 Items 21-23: floor, wall and roof type:** Information on the basic building materials with which the floor, walls and roof of the dwelling unit are constructed will be collected and recorded in codes against items 21, 22 and 23, respectively. The codes are:

*floor type:*

|                               |   |
|-------------------------------|---|
| mud .....                     | 1 |
| bamboo / log .....            | 2 |
| wood / plank .....            | 3 |
| brick / limestone / stone ... | 4 |
| cement .....                  | 5 |
| mosaic / tiles .....          | 6 |
| others .....                  | 9 |

*wall type:*

|   |   |
|---|---|
| grass / straw / leaves / reeds / bamboo etc. .... | 1 |
| mud (with / without bamboo) / unburnt brick ...   | 2 |
| canvas / cloth .....                              | 3 |
| other katcha .....                                | 4 |
| timber .....                                      | 5 |
| burnt brick / stone / limestone .....             | 6 |
| iron or other metal sheet .....                   | 7 |
| cement, RBC, RCC .....                            | 8 |
| other pucca .....                                 | 9 |

*roof type:*

|   |   |
|---|---|
| grass / straw / leaves / reeds / bamboo, etc. ....  | 1 |
| ....  |   |
| mud / unburnt brick .....                           | 2 |
| canvas / cloth .....                                | 3 |
| other katcha .....                                  | 4 |
| tiles / slate .....                                 | 5 |
| burnt brick / stone / limestone .....               | 6 |
| iron / zinc / other metal sheet / asbestos sheet .. | 7 |
| cement / RBC / RCC .....                            | 8 |
| other pucca .....                                   | 9 |

When the basic building materials used are different for different walls, the materials used for major portion of wall area of the dwelling will be the wall type. For determining the wall type, only the walls of the dwelling will be considered. Roof / floor type will also be determined on the basis of the material used for major portion of roof / floor area of the dwelling, if the different portions of the roof / floor are made of different building materials. For determining the material of the roof, the material of which the outer roof exposed to the weather (and not the ceiling) is made i.e. tiles, thatch, corrugated iron, zinc or asbestos sheet etc. will be considered. However, if the roof is mainly made of bricks, tiles, stone etc. with the mud, cement or lime plaster exposed to the sky, the material of roof will not be mud, cement, lime etc. but it will be brick, tile, stone etc. which constituted the fabric of the roof.

## 6.7 Block 7: Particulars of construction and repair for residential purpose

6.7.0 For collecting information in this block, construction would mean 'construction of new residential building, construction relating to addition of floor space, alteration, improvement and major repair of the existing residential building'. Constructions complete or incomplete as on the date of survey shall be considered. Routine repairs and maintenance of the structure such as white washing, painting etc. will not be considered here. Particulars of construction undertaken during the last five years by the sample household for residential purposes will be considered in this block. However, the detailed information will be collected for the two most recent constructions 'at the present premises' (under columns 3 & 4) of residence of the household as well as the two most recent constructions undertaken 'elsewhere' (under columns 5 & 6) by the household. It may be noted that information would relate only to the

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residential part of the constructions if construction undertaken is not solely for residential purpose. Further, the constructions done as an entrepreneurial activity are not to be considered as constructions by the household.

In some cases the households may not be constructing the residential unit themselves, but purchasing new readymade house / flat. This will not be considered as a construction undertaken by the household and information in this regard will only be recorded in item 24 of this block.

**6.7.1 Item 1: number of constructions initiated during last 5 years:** The number of constructions (as defined above) initiated by the sample household for residential purposes during the last 5 years is to be entered against this item.

If entry is '0' in col. (3) or col. (5) of item 1, items 2 to 23 under that category will not be filled in.

**6.7.2 Item 2: srl. no. of two most recent constructions:** Srl. no. 1 and 2 are already printed in column (3) and (4) for recording information about two most recent constructions 'at the present premises' and in column (5), (6) for constructions 'elsewhere'. Each column relates to one construction and information in items 3 to 23 is to be collected for each construction.

**6.7.3 Item 3: type of construction:** Against item 2, serial numbers of construction 1 & 2 are already printed. Against item 3, type of construction will be recorded in codes in different columns. If there was one construction 'at the present premises' and one 'elsewhere', columns (3) and (5) with serial number 1 are to be used for recording information for these constructions. All columns are to be used when there are two constructions 'at the present premises' and two 'elsewhere'. The codes are:

|                                      |   |
|--------------------------------------|---|
| new building .....                   | 1 |
| addition to floor space .....        | 2 |
| alteration/improvement/major repair. | 3 |

For construction of an entirely new building code 1 will be recorded. If extension of existing building results in the increase of floor area, it is to be considered as addition to floor area and code 2 will be recorded for such construction. Any type of remodelling, renovation or major repair work is to be treated as alteration/improvement/major repair and code 3 will be recorded for such constructions.

**6.7.4 Item 4: whether construction is complete as on the date of survey?:** A new building construction will be considered as 'completed' if it is considered by its owner as completed and ready for its first occupation. Issuing of 'completion certificate' from any authority will not be a pre-requisite for the building to be considered as 'completed'. In the case of addition, alteration and improvement, a construction will be considered as 'completed' if the owner feels so. If the construction is 'complete' on the date of survey, code 1 will be recorded, otherwise code 2 will be recorded.

**6.7.5 Items 5 to 8:** These items are to be filled in if code in item 4 is 1, i.e., when the construction is complete as on the date of survey. In the case of ongoing constructions, information relating to these items will not be collected and, therefore, a '—' will be given against these items.



**6.7.5.1 Item 5: month / year of completion:** For the construction completed during the last 5 years, the date of completion will be recorded against this item in relevant columns (3) to (6). The entry will be in 4-digit formation of which the leftmost 2 digits will indicate the month of the year and the rightmost 2 digits the year of completion. Thus, if the construction was completed in August 2000, the appropriate entry will be '0800' (08 will be under the cells with MM and 00 under YY).

**6.7.5.2 Item 6: type of structure:** The type of structure i.e. whether the structure constructed is pucca, semi-pucca or katcha will be recorded against this item in terms of codes for each construction completed. If a building consists of different types of structure, the determination of its type will be based on the type of structure that covers major floor area. The codes are:

|                  |   |
|------------------|---|
| pucca .....      | 1 |
| semi-pucca ..... | 2 |
| katcha .....     | 3 |

Katcha includes both serviceable katcha and unserviceable katcha. Pucca, semi-pucca and katcha structures are defined in Chapter One.

**6.7.5.3 Item 7: floor area (sq. ft.):** This item will be filled-in for (i) new building and (ii) also in the case of building where addition to floor space has taken place (for those constructions with codes 1 or 2 against item 3). Floor area refers to the carpet area of the building. It includes the area of room, kitchen etc., but excludes uncovered area both inside and outside the structure; e.g. terrace, stairs, stairways, landing etc.

**6.7.5.4 Item 8: no. of dwelling units:** The number of dwelling units occupying or expected to occupy the new building or the additional floor space constructed will be recorded against this item in the relevant column(s).

**6.7.6 Item 9: cost of construction during last 5 years (Rs.):** Actual cost incurred for the construction during the last 5 years will be recorded in whole number of rupees against this item in the relevant column(s). The cost of purchase or procurement of only that part of the total materials, labour (household labour will be evaluated at the wage rate prevailing at the time of construction) and services (i.e. expenditure incurred including payment due on account of professional and personal services, municipal and other taxes and fees etc. for construction) hired which have actually been utilised in the construction during the reference period will be considered for making entries. Materials supplied from home will be evaluated at the ex-farm/ex-factory price prevailing at the time of its use. For materials obtained as free collection and used in the construction, only transport charges and the related hired and household labour will be evaluated. Similarly household labour may be evaluated at the prevailing local rates. Household supervision shall not be considered. The total cost will also include the cost of site preparation such as demolition of the existing structure, development of land, etc. However, the value of land on which the construction is made will not be included in the cost to be recorded against this item as also the expenditure incurred on routine repairs and maintenance of the structure such as white washing, painting etc.

**6.7.7 Item 10 to 18: source of finance of construction during last 5 years:** For each of the two most recent constructions (at the present premises and elsewhere), the amount spent in actual money terms during the reference period will be recorded in the relevant columns by

the sources from where the money was obtained. Eight different sources are already listed and the amount obtained from each source for the construction will be recorded against the different source in whole number of rupees. As this item refers to only cash expenditure, the total amount recorded against item 10 to 18 need not agree with the total cost of construction recorded against item 9. While recording the entries against the different sources of finance the following may be kept in mind.

- (i) The amount to be recorded against 'own source' relates to the savings of the different members of the household for whom the construction has been undertaken.
- (ii) Amount spent on construction out of the borrowings from co-operative society, co-operative bank etc. will be recorded against 'co-operative'.
- (iii) All institutions (excluding co-operative societies, co-operative banks etc.) primarily engaged in banking and financing activities, insurance services etc. will be treated as 'financial institutions'. Those run by the government, local bodies etc. will be considered as 'government financial institutions' and those run by private agencies will be treated as 'non-government financial institutions'.
- (iv) Persons who lend money on interest will be considered as money lenders.
- (v) Friends and relatives in this particular context are those who lend money free of interest. A friend or relative who charges interest for any loan advanced will be regarded as money lender.
- (vi) In the case of final withdrawal from provident fund, for construction, it will be considered as taken from own source, but if money is taken as a loan from provident fund which is to be repaid, it should be considered as borrowing from government or non-government non-financial institution depending on the status of the employer.

**6.7.8 Items 19-23: cost of construction during last year (Rs):** Expenditure on two most recent constructions (at the present premises and elsewhere) incurred during last year will be recorded against this item with the break up in items 19-20: material—separately pucca and others, item 21: labour and item 22: others. The total expenditure will be recorded against item 23. Expenditure relating to the material and labour purchased, hired or procured but not used in the construction during the last one year will not be taken into account for filling in this item. It may be noted that, service charges, i.e., expenditure incurred (including payments due) on account of professional and personal services, municipal and other taxes and fees if any for construction, rental and hire charges of equipment used for construction will be included with others. All efforts are to be made to give item-wise information in items 19-22. However, in extremely few cases if it is not possible, total amount may be recorded in item 23 and remarks be given in blocks 10/11.

**6.7.9 Item 24: total expenditure incurred for acquiring new residential unit during last 5 years (Rs.):** If the sample household did not carry out the construction itself but made full or part payment during the last 5 years for acquiring or for already acquired readymade new house / flat, the total amount paid for this purpose will be recorded in item 24. It may be noted that the 'new residential unit' means first hand purchase irrespective of the year of purchase and second hand purchase is not to be considered. If the cost of the land is paid separately, then the amount paid for the land will not be considered for recording the total expenditure. But if it cannot be separated, the total would include the cost of the land.

### 6.8 Block 8: Particulars of dwelling / land owned elsewhere within the country

6.8.0 This block will be used for collecting and recording information regarding the dwelling unit / land owned by the sample household at places other than the one in which the household is presently residing. The information will, however not include the dwelling / land owned by servants or paying guests who, by definition, are members of the household.

6.8.1 **Item 1: does the household own any dwelling elsewhere?:** It is to be ascertained whether the sample household owns any dwelling unit elsewhere, i.e., in place(s) other than the place of present stay and the information obtained will be entered in codes against item 1.

The codes to be used for this purpose are:

|          |   |   |
|----------|---|---|
| yes :    | at native place .....                     | 1 |
|          | other place : same village/town .....     | 2 |
|          | elsewhere.....                            | 3 |
|          | native place as well as other place ..... | 4 |
| no ..... |   | 5 |

‘Other place’ means ‘place other than the native place’, same village town means the village / town of present residence. If code in item 1 is 1 to 4 then items 2 to 4 will be filled.

6.8.2 **Item 2: type of structure:** If the sample household owns any dwelling elsewhere (i.e. for codes 1, 2, 3 or 4 against item 1), the type of structure i.e., whether the structure is pucca, semi-pucca, serviceable katcha or unserviceable katcha will be recorded against this item in terms of codes. The codes are:

|                            |   |
|----------------------------|---|
| pucca .....                | 1 |
| semi-pucca .....           | 2 |
| serviceable katcha.....    | 3 |
| unserviceable katcha ..... | 4 |

For details of pucca, semi-pucca, serviceable katcha and unserviceable katcha, please see Chapter One.

When the household owns dwellings at two or more places (i.e. for code 4 against item 1), the information to be recorded will relate to the best type of structure. This procedure is to be adopted for filling in items 3 and 4 also.

6.8.3 **Item 3: if codes 1 to 4 in item 1, location:** The location of the dwelling owned by the household elsewhere will be recorded in terms of codes against this item. The codes are:

|                                   |   |
|-----------------------------------|---|
| same district:                    |   |
| rural .....                       | 1 |
| urban .....                       | 2 |
| other district of the same state: |   |
| rural .....                       | 3 |
| urban .....                       | 4 |
| other state:                      |   |
| rural .....                       | 5 |

urban..... 6

**6.8.4 Item 4: (if codes 1 to 4 in item 1) present use:** The present use of the dwelling owned by the household elsewhere will be ascertained and recorded against this item in terms of the following codes:

occupied : rented ..... 1  
                   free of charge..... 2  
 vacant ..... 3

**6.8.5 Item 5: does the household own any cultivable land elsewhere?:** As in the case of dwelling(s) owned elsewhere, it is to be ascertained whether the sample household owns any cultivable land elsewhere. The information obtained will be entered against this item in codes that are:

yes: at native place ..... 1  
       other place: same village/town .... 2  
                   elsewhere ..... 3  
       native place as well as other place.. 4  
 no: ..... 5

**6.8.6 Item 6: does the household own a plot for residential house construction?:** The information whether the sample household owns a plot for residential house construction will be ascertained and recorded in codes against item 6. The codes are:

yes: at native place ..... 1  
       other place: same village/town .... 2  
                   elsewhere ..... 3  
       native place as well as other place.. 4  
 no: ..... 5

**6.8.7 Item 7: does the household plan to construct / acquire a house during the next 2 years?:** If the household on enquiry, reports that it plans to construct / acquire a house or flat during the next two years, then for such a household, code 1 will be recorded against this item; otherwise, code 2 will be recorded.

**6.8.8 Item 8: if code 1 in item 7, source of finance :** The source of finance for the planned construction / acquisition of the house, (if the household has such a plan, i.e. for code 1 in item 7) will be recorded against this item in codes. The codes to be used are:

own savings ..... 1  
 borrowings ..... 2  
 both ..... 3

**6.9 Block 9: Some general particulars of slum dwellers (dwellings of area type code 1 or 2 as in item 1, bl. 5)**

**6.9.0** This block is to be filled-in **only in urban areas** when the entry against item 1, block 5 is either 1, 2 or 3. Some broad information about the slum dwellers in regard to their stay in the slum, reason for movement to the slum, whether received any benefit as a slum dweller, whether tried to move out of the slum etc., will be recorded in this block.

**6.9.1 Item 1: duration of stay in the slum (years):** The information on duration of stay (in years) in the slum is to be ascertained from the sample household and will be entered in whole number. The period of stay in the slum will be recorded in years rounded off to the nearest integer against this item. If the period of stay is less than 6 months, then the entry will be '0'.

**6.9.2 Item 2: place where the household was residing before coming to this slum:** The place where the household was residing before coming to this slum will be recorded against this item in codes. The codes are:

|                        |   |
|------------------------|---|
| within same town ..... | 1 |
| other town .....       | 2 |
| village.....           | 3 |

In case the household has been living in the present slum throughout, then the entry will be 1.

**6.9.3 Item 3: (if code 1 in item 2) type of structure of the accommodation availed of earlier:** The type of structure of the accommodation availed of earlier by those households which were living elsewhere in the same town before moving into the slum will be recorded in codes. The codes are: pucca – 1, semi -pucca – 2, katcha – 3, no dwelling – 4.

**6.9.4 Item 4: (if code 1 in item 2) reason for movement to the slum:** The reason for movement to the slum for those households which were living elsewhere in the same town before moving into the slum will be ascertained and indicated in codes. The codes are:

|                                 |   |
|---------------------------------|---|
| free / low rent.....            | 1 |
| independent accommodation.....  | 2 |
| proximity to place of work..... | 3 |
| others.....                     | 9 |

**6.9.5 Item 5: does the head of the household possess any of the documents?:** The information as to whether the head of the household possesses any of the documents will be recorded against this item in terms of codes. The codes are:

|            |                                     |   |
|------------|-------------------------------------|---|
| possesses: | ration card.....                    | 1 |
|            | voter ID card .....                 | 2 |
|            | passport.....                       | 3 |
|            | any combination of codes 1 to 3.... | 4 |
|            | other .....                         | 9 |
| none ..... |                                     | 5 |

**6.9.6 Item 6: whether received any benefit as a slum dweller?:** It is to be ascertained whether the household received any benefit as a slum dweller and the appropriate code relating to the information given is to be recorded against this item. The codes are:

|  |   |
|--|---|
| received allotment of land / tenement..... | 1 |
| received other benefits.....               | 9 |
| received no benefit.....                   | 2 |

**6.9.7 Item 7: whether tried to move out of the slum?:** The informant is to be asked whether or not the household ever tried to shift from the present place to a locality outside the slum. The answer obtained will be entered against this item in terms of codes. The codes are: yes-1, no-2.

**6.9.8 Item 8: (if code 1 in item 7) main reason:** If the household has at any time attempted to move out of the slum, the reason thereof will be given in terms of codes. The relevant codes are:

|                                  |   |
|----------------------------------|---|
| better accommodation .....       | 1 |
| proximity to place of work ..... | 2 |
| social/religious factors .....   | 3 |
| others .....                     | 9 |

**6.10 Block 10: Remarks by investigator:** Any relevant remarks relating to the problems encountered in collecting the data, attitude of respondents, etc., will be recorded in this block by the investigator. If the investigator feels that certain information given by the informant is of doubtful nature, it may also be indicated with comments, if any. Any other comment, which may help to make proper assessment of the entries made in the schedule, may also be recorded here.

**6.11 Block 11: Comments by supervisory officer:** This block will be used by the Supervisory Officers to record their comments and suggestions. They should particularly highlight the inconsistent data, if any, recorded in the schedule giving possible reason for such entries.

## Chapter Seven

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### Schedule 1.0 : Household Consumer Expenditure

#### Introduction

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

7.0.2 Consumption of an item can be measured either in terms of quantity or in terms of value. Consumption of items does not necessarily convey the same meaning. Some items can be consumed only once while some others can be consumed repeatedly. Again, repeatedly consumed items are of three types: 1) durable goods 2) semi-durable goods 3) perishable goods. So, it is necessary to define consumption of different items differently for Household Consumer Expenditure Survey. In the Consumer Expenditure Survey three different approaches are followed for defining consumption of items. These are: 1) Consumption approach 2) Expenditure approach and 3) First-use approach. The items of consumption have been classified into four groups. For items of Group I, the approach is consumption, for Group II it is first-use approach and for Groups III & IV it is expenditure approach. The four Groups of items are:

Group I: Items of **food, pan, tobacco & intoxicants and fuel & light other than ‘cooked meals’**: Consumption is the actual consumption during the reference period.

Group II: Items of **clothing and footwear**: An item is consumed if it is brought into first-use during the reference period. The item may or may not be procured within the reference period. It can be procured by purchase, home-production, gift, charity, etc.

Group III: **Durable goods**: An item is consumed if any expenditure is incurred on it for purchase or towards cost of raw materials and services for its construction and repair during the reference period.

Group IV: **Cooked meals, Miscellaneous goods and services including education, medical, rent, taxes and cess**: An item is consumed if any expenditure is incurred on it during the reference period.

7.0.3 **Procurement of consumption basket**: A household procures different items for its consumption by different ways. The different ways of collecting items of consumption are:

- 1) purchase;
- 2) receipt in exchange of goods and services;
- 3) home-grown/home-produced stock;

- 4) transfer receipts such as gifts, loans, charities, etc., and
- 5) free collection.

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

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

**7.0.5 Reference period:** Usually, value of consumer expenditure is expressed in terms of monthly per capita although the reference period may or may not be last 30 days preceding the date of survey. Reference period means the period of time for which data on consumption were collected. The reference periods to be used during the present survey for different groups of consumption items are given below:

| Item  | Reference period to be used |
|---|-----------------------------|
| Education, medical (institutional), clothing, bedding, footwear and durable goods   | ‘last 365 days’             |
| All other items (viz food, pan, tobacco and intoxicants, fuel and light, miscellaneous goods and services including non-institutional medical, rents and taxes) | ‘last 30 days’              |

**7.0.6 Earlier surveys on consumer expenditure:** Since its inception, the National Sample Survey (NSS) had been collecting data on consumer expenditure in every round up to the 29<sup>th</sup> round (1972-73). After the 26<sup>th</sup> round of the survey, the Governing Council of National Sample Survey Organisation (NSSO) decided to undertake the surveys on consumer expenditure and employment and unemployment together once in every five years. Accordingly, programme of quinquennial surveys was conducted in the 27<sup>th</sup>, 32<sup>nd</sup>, 38<sup>th</sup>, 43<sup>rd</sup>, 50<sup>th</sup> and 55<sup>th</sup> rounds since 1972-73. Planners and research workers also felt the need for an annual series on consumer expenditure. The Governing Council, therefore, decided that an annual survey on consumer expenditure would be undertaken on a thin sample basis in the intervening rounds between successive quinquennial rounds. The annual series started from the 42<sup>nd</sup> round (July 1986-June 1987).

**7.0.7** The present survey is the fourteenth of the annual series on household consumer expenditure. It will be conducted during July 2002 - December 2002.



## Details of Schedule

**7.0.8 Schedule design:** Schedule 1.0 has been split into several blocks to obtain detailed information on the expenditure incurred on domestic consumption and other particulars of the sample household. Besides, information will be collected on sufficiency of food. No account will, however, be taken of any expenditure incurred towards the productive enterprises of the households.

**7.1.0 Block 0: Descriptive identification of sample household:** This block is meant for recording descriptive identification particulars of a sample household. All the items are self-explanatory. A dash (-) may be recorded against not applicable items. (e.g., village name is not applicable for urban sample.)

**7.1.1 Block 1: Identification of sample household: items 1 to 12:** The identification particulars for items 3-12 will be copied from the corresponding items of block 1 of listing schedule (Sch.0.0). The particulars to be recorded in items 2 and 3 have already been printed in the schedule.

**7.1.2 Item 13: segment (1 / 2):** This item will be either 1 or 2. It is to be copied from heading of block 4 or column 7 of block 3.2 of Sch.0.0.

**7.1.3 Item 14: second stage stratum:** This item will be either 1 or 2. It is to be copied from heading of column (20) or column (21) of block 4 of Sch. 0.0.

**7.1.4 Item 15: sample household number:** The sample household number (i.e., order of selection) of the selected household is to be copied from column (20) or (21) of block 4 of Sch.0.0.

**7.1.5 Item 16: srl. no. of informant (as in col. 1, block 4):** The srl. no. of the person recorded in column 1 of block 4, schedule 1.0 from whom the bulk of the information is collected will be entered. If the household is a resident of a 'residential institution for the disabled persons' and information is collected from the owner / official of the institution, '99' may be recorded against this item.

**7.1.6 Item 17: response code:** This item is to be filled-in after canvassing the schedule. The type of informant, considering his co-operation and capability in providing the required information, will be recorded against this item in terms of specified response codes. The codes are:

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

**7.1.7 Item 18: survey code:** Whether the originally selected sample household has been surveyed or a substituted household has been surveyed will be indicated against this item by recording '1' if it is the originally selected sample household, and '2' if it is the substituted one. If neither the originally selected household nor the substituted household can be surveyed i.e., if the sample household is a casualty, code '3' will be recorded. In such cases only blocks 0, 1, 2, 12 and 13 will be filled-in and on the top of the front page of the schedule the word 'CASUALTY' will be written and underlined.

**7.1.8 Item 19: reason for first substitution of original household (code):** For an originally selected sample household which could not be surveyed, irrespective of whether a substituted household could be surveyed or not, the reason for not surveying the original household will be recorded against item 18 in terms of the specified codes. The codes are:

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

This item is applicable only if the entry against item 17 is either 2 or 3. Otherwise, this item is to be left blank.

**7.2.0 Block 2: Particulars of field operation:** The identity of the Investigator, Assistant Superintendent and Superintendent associated, date of survey/inspection/scrutiny of schedules, despatch, etc., will be recorded in this block against the appropriate items in the relevant columns. Person codes of field officials have to be recorded against item 1(ii) for central sample only. If the schedule is required to be canvassed for more than one day, the first day of survey is to be recorded against the item srl. no. 2(i). The time required to canvas the schedule should be the actual time to canvass the schedule. It will not include the time taken by the investigator to finalise the schedule.

**7.3.0 Block 3: Household characteristics:** Characteristics which are mainly intended to be used to classify the households for tabulation will be recorded in this block.

**7.3.1 Item 1: household size:** The size of the sample household i.e., the total number of persons normally residing together (i.e., under the same roof) and taking food from the same kitchen (including temporary stayaways and excluding temporary visitors) will be recorded against this item. This number will be same as the last serial number recorded in column 1 of block 4.

**7.3.2 Item 2: principal industry (NIC-1998):** The description of the principal household industry will be recorded in the space provided. The entry cell for item 2 has been split for recording each digit separately. The appropriate five-digit industry code of the NIC 1998 will be recorded here. For households deriving income from non-economic activities only, a dash (-) may be put against this item. For details please see Chapter One.

**7.3.3 Item 3: principal occupation (NCO-1968):** The description of the principal household occupation will be recorded in the space provided. The appropriate three-digit occupation code of the NCO 1968 is to be recorded in the entry cell which has been trisected for recording each digit separately. For households deriving income from non-economic activities only, a dash (-) may be put against this item. For details please see Chapter One.

**7.3.4 Item 4: household type (code):** The household type code based on the means of livelihood of a household will be decided on the basis of the source of the household's income during the 365 days preceding the date of survey. For this purpose, only the household's income (net income and not gross income) from economic activities will be considered; but the incomes of servants and paying guests will not be taken into account. For the **rural** areas, the selected household will be assigned appropriate type code out of the following five different household type codes:

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

The procedure for assigning type codes is laid down in paras 4.3.5 to 4.3.8. For **urban** areas, the household type codes are as follows:

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

**7.3.5 Procedure for assigning household type codes in rural sector:** For a rural household, if a single source (among the five sources of income listed in preceding paragraph) contributes 50% or more of the household's income from economic activities during the last 365 days, it will be assigned the type code (1, 2, 3, 4 or 9) corresponding to that source. For a household to be classified as 'agricultural labour' or 'self-employed in agriculture' (code 2 or 4) its income from that source must be 50% or more of its total income.

**7.3.6** If there is no such source yielding 50% or more of the household's total income, it will be given code 1, 3 or 9 according to the following procedure.

**7.3.7** To be classified as self-employed in non-agriculture (code 1), the household's income from that source must be greater than its income from rural labour (all wage-paid manual labour) as well as that from all other economic activities put together (a three-way division is to be considered here).

**7.3.8** A household not getting code 1, 2 or 4 will be classified as other labour (code 3) if its income from rural labour (all wage-paid manual labour) is greater than that from self-employment as well as that from other economic activities (again a three-way division). All other households will get type code 9.

**7.3.9** For **urban** areas the different urban type codes correspond to four sources of household income, unlike the rural sector where five sources are considered. An urban household will be assigned the type code 1, 2, 3 or 9 corresponding to the major source of its income from economic activities during the last 365 days. A household, which does not have any income from economic activities, will get type code 9 (others).

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

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

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

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

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

**7.3.12 Item 7: land possessed:** The total land area possessed by the household as on the date of survey will be worked out and recorded in two places of decimal against this item. The entry cell has two parts. The integral part will be recorded in the left-hand part and the decimal part in the right -hand part. For further details see Chapter One.

(1 acre  $\approx$  0.4047 hectare, 1 hectare = 10,000 sq metre and 0.01 hectare = 100 sq metre)

**7.3.13 Item 8: dwelling unit:** This item of the block refers only to the dwelling unit or the actual residence of the sample household. The dwelling unit may be the entire structure for one household or may be only a part of it. Accordingly, the investigator will ask the informant if it is owned, hired or otherwise occupied. If the occupant owns the dwelling unit, code 1 will be recorded against item 8. If it is taken on rent, code 2 will be entered and if it is occupied otherwise, code 9 will apply. However, if any household is found living under trees, bridges, in pipes, etc. it will not be treated as living in dwelling unit. For such households code 3 will be recorded and in such cases a cross 'x' mark will be put against the items 9, 10 and 11 of the block. It may be noted that a dwelling unit constructed on a plot of land which is taken under long-term lease, usually 30 years or more, will be considered as being held under owner-like possession. Similarly, a dwelling unit itself possessed by a household under a long-term lease may be treated as under owner-like possession and code 1 will be applicable in such cases also.

**7.3.14 Item 9: type of dwelling:** A dwelling unit may be in an independent house, a flat or not. The appropriate code will be entered against the item. The codes are:

|                        |   |
|------------------------|---|
| independent house..... | 1 |
| Flat.....              | 2 |
| Others.....            | 9 |

For details see Chapter One.

**7.3.15 Item 10: type of structure:** The structures have been classified into three categories, namely, pucca, semi-pucca and katcha on the basis of materials used for construction. This item is to be filled in code. The codes are:

katcha-1, semi-pucca-2, pucca-3.

For further details see Chapter One.

**7.3.16 Item 11: covered area (square feet):** This will be the sum of the floor areas of all the rooms, kitchen, etc., and verandah of the building. The area will be recorded (to nearest integer) in square metres. The verandah will mean a roofed space adjacent to living/other rooms and not walled from all sides. In other words, at least one side of such space is either open or walled only to some height or protected by grille, net, etc.

(1 square foot  $\approx$  0.0929 square metre)

**7.3.17 Items 12 & 13: primary source of energy used for cooking and lighting:** Against these two items, the code corresponding to the primary source of energy that is used by the household for cooking and lighting during **last 30 days preceding the date of survey**, will be recorded. If more than one type of energy is utilised, the primary or principal one on the basis of its use will have to be identified and the corresponding code will be noted in the appropriate box. The codes are:

**cooking:** coke, coal- 01, firewood and chips- 02, LPG- 03, gobar gas - 04, dung cake- 05, charcoal- 06, kerosene- 07, electricity- 08, others- 99, no cooking arrangement- 10

**lighting:** kerosene -1, other oil -2, gas - 3, candle - 4, electricity - 5, others -9, no lighting arrangement - 7

**7.3.18 Item 14: did any member of the household take any meal from outside during the last 30 days?:** If any member of the household has taken meals from outside, with or without payment, during last 30 days preceding the date of enquiry, code 1 will be recorded against this item, otherwise code 2 will be entered. For definition of meal, etc. see Chapter One.

**7.3.19 Item 15: did the household perform any ceremony during the last 30 days?:** Ceremonies are performed to solemnise some events of life, e.g. birth, marriage, etc. Members of a household may have to perform some religious rites consequent upon the death of a person. For various religions, faiths, there are some days in a year, which are observed with ceremonial performances like offering puja, prayer, ritual performances, etc. Some of such ceremonies may be performed by household members as required under the social/religious customs without incurring expenditure for entertaining guests. On the other hand, some households may spend some amount of money for entertaining guests with meals. The former will not be considered as the ceremony performed while the latter will be considered. Code 1 will be entered in the box space provided against this item if the household had performed at least one ceremony during the last 30 days preceding the date of enquiry, and code 2 will be entered if the household performed no such ceremony.

**7.3.20 Item 16: did the household purchase any cereal from ration/fair price shop during last 30 days?:** The answer against this question will be recorded in codes. The codes are yes-1, no-2. Purchase of foodgrains by workers from shops run by their employer at concessional or subsidised rates (this is prevalent, for example, in tea garden areas) will not be considered as purchase from ration/fair price shop.

**7.3.21 Item 17: monthly per capita expenditure (Rs. 0.00):** This item will be filled-in only after completing blocks 5 to 9 and 11. It will be copied from column 6 of item srl. no. 37 of block 11. (The sum total of the relevant sub-total items (as indicated in block 11) adjusted for 30 days will be divided by the household size to obtain the monthly per capita expenditure.)

**7.4.0 Block 4: Demographic and other particulars of household members:** All members of the sample household will be listed in this block. Demographic particulars (viz., relation to head, sex, age, marital status and general education), working status, type of income

received and number of meals taken will be recorded for each member using one line for one member.

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

**7.4.2 Column (2): name of member:** The names of the members corresponding to the serial numbers entered in column (1) will be recorded in column (2).

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

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

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

**7.4.5 Column (5): age (years):** The age in completed years of all the members listed will be ascertained and recorded in column (5). For infants below one year of age at the time of listing, '0' will be entered in column (5). Similarly, for persons of age 99 years or more, 99 will be entered in this column.

**7.4.6 Column (6): marital status (code):** The marital status of each member will be recorded in terms of the specified code in this column. The codes are:

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

**7.4.7 Column (7): general education (code):** Information regarding the level of general education attained by the members of the household listed will be recorded in column (7) in terms of the specified code. For the purpose of making entries in this column, only the course successfully completed will be considered. For instance, for a person who has studied up to say, first year B.A., his/her educational attainment will be considered as higher secondary (code 07). For a person who has studied up to 12th standard but has not appeared for the final examination or has failed, his/her educational attainment will be considered under 'secondary' (code 06). The relevant codes to be used for recording entries in column (7) are:

*not literate –01, literate without formal schooling –02, literate but below primary –03, primary –04, middle –05, secondary –06, higher secondary –07, diploma/certificate course –08, graduate –10, post graduate and above –11*

**7.4.8** A person who can both read and write a simple message with understanding in at least one language is to be considered literate. Those who are not able to do so, are to be considered not literate and will be assigned code 01. Those who are literate but never attended any school, will be assigned code 02. Those who are by definition literate but are yet to pass a primary standard examination will get code 03. Similarly codes 04, 05, 06 and 07 will indicate the successive higher standards of examinations passed.

**7.4.9** Persons who have attained proficiency in Oriental languages (e.g. Sanskrit, Persian, etc.) through formal but not the general type of education will be classified appropriately at the equivalent level of general education standard.

**7.4.10 Usual activity and current weekly activity particulars:** Columns (8) to (13) of this block are meant for recording the usual as well as current weekly activity status particulars of all the members of the household listed in this block.

**7.4.11** The different activity statuses used in the survey (with the corresponding codes) are given below:

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

|   |    |
|---|----|
| (a) worked in household enterprise (self employed) as an own account worker         | 11 |
| (b) worked in household enterprise (self employed) as an employer                   | 12 |
| (c) worked in household enterprise (self employed) as 'helper'                      | 21 |
| (d) worked as regular salaried/wage employee  | 31 |
| (e) worked as casual wage labour in public works                                    | 41 |
| (f) worked as casual wage labour in other types of works                            | 51 |
| (g) did not work due to sickness though there was work in household enterprise      | 61 |
| (h) did not work due to other reasons though there was work in household enterprise | 62 |
| (i) did not work due to sickness but had regular salaried/wage employment           | 71 |
| (j) did not work due to other reasons but had regular salaried/wage employment      | 72 |

|  |    |
|--|----|
| (ii) not working but seeking or available for work (unemployed):   |    |
| (a) sought work  | 81 |
| (b) did not seek but was available for work  | 82 |
| (iii) not working and also not available for work (not in labour force):   |    |
| (a) attended educational institution   | 91 |
| (b) attended domestic duties only  | 92 |
| (c) attended domestic duties and was also engaged in free collection of goods,<br>tailoring, weaving, etc. for household use | 93 |
| (d) recipients of rent, pension, remittance, etc.  | 94 |
| (e) not able to work due to disability   | 95 |
| (f) beggars, prostitutes, etc.   | 96 |
| (g) others   | 97 |
| (h) did not work due to sickness (for casual workers only)   | 98 |

7.4.12 Persons engaged in household farm or non-farm enterprises or working in others' farm or non-farm enterprises as salaried/wage employees but absenting themselves from work temporarily due to sickness or enjoying leave or holiday or for other reasons will be categorised under codes 61 & 62 or 71 & 72 respectively depending on whether they are self-employed in household farm or non-farm enterprises or employed in others' farm or non-farm enterprises as wage/salaried employees. In the case of self-employed, if the reason is sickness, the code to be used is 61 and for other reasons, the relevant code is 62. Similarly, for the regular salaried/wage employees, code 71 will be recorded for those who did not work due to sickness and code 72 will be entered for others who did not work due to other reasons. For definition of different terms associated with the above activity statuses, see Chapter One.

7.4.13 **Column (8): usual (principal) activity status:** The appropriate activity status code from the list of the codes given in para 4.4.11 is to be reported here. The procedure of determining the usual (principal) activity status is described in detail in Chapter One. For this item codes 61, 62, 71, 72, 82 and 98 are not applicable. Here code 81 will be used to indicate both the situations of seeking work and being available for work.

7.4.14 **Column (9): NIC-98 code (2 digits):** For the persons categorised 'working' (i.e., those with status codes 11-51), the corresponding industry division will be recorded in terms of the two digit NIC 98 codes in column (9).

7.4.15 **Columns (10) & (11): subsidiary economic activity status:** For all persons engaged in any 'work' in subsidiary capacity, the status codes of the economic activities pursued by them in their subsidiary capacity will be recorded in col.(10) and the corresponding NIC-98 code (2 digits) will be recorded in col.(11). In the situation where a person has been found to have pursued more than one economic activity during the last 365 days in his or her subsidiary capacity, the activity on which more time has been spent would be considered for recording entry in this column. Columns (10) & (11) are to be filled in for each and every member of the household irrespective of whether the person's principal status is economic activity or not. For those reporting no subsidiary economic activity, 'X' may be recorded in both the columns. For details one may refer to Chapter One.



**7.4.16 Column (12): current weekly activity status:** Currently weekly activity status of a person will be recorded in this column. The details of this term are given in Chapter One. For a person, the appropriate broad 'status' will be determined first adopting the priority criterion. If a person categorised 'working' is found to be pursuing more than one economic activity during the reference week, the economic activity in which relatively more time has been spent will be the appropriate detailed 'status' that will be assigned to him/her. (If the time spent on the different activities is found to be equal, the activity that appears first in the list will be assigned to the person.)

7.4.17 In case more than one 'non-economic activity status' (codes 91-98) are assignable to a person in view of typical activity pattern followed by him/her during the reference week, the activity which appears first in the code list in the ascending order starting from 91 will be assigned. But it may be noted that a person engaged in 'domestic duties' should not be classified as 'student' (code 91) simply because he/she was attending some training. Similarly, a disabled person who was a recipient of regular pension, remittance, etc, should be classified as 'rentiers, pensioners, remittance recipients, etc.', and not in the category 'not able to work due to disability' (code 95). After thus determining the current weekly activity status of a household member, the appropriate 2-digit status code will be recorded in column (12).

7.4.18 The following points may be noted while assigning the activity status to a person

(a) a person found to be engaged in domestic duties should not be categorised 'engaged in domestic duties' (code 92) if the person reports that he/she has also been available for work concurrently.

(b) a person engaged in regular wage/salaried employment but currently not at work, will be assigned code 71 or 72 irrespective of whether he/she is engaged in any other 'economic' or 'non-economic' activity.

(c) unpaid apprentices will be treated as 'students' while paid apprentices will be treated as employees.

(d) persons under 'paid lay-off' will be considered 'employed' and those under 'unpaid lay off' as 'unemployed' if they are seeking and/or available for work.

(e) 'free collection for sale' will be treated as self-employment. If the products collected relate to agricultural sector (even if the products collected are not for sale but for household consumption) the NIC-98 tabulation category will be 'A' and for other goods like rag, waste paper, tins, etc., the NIC-98 tabulation category will be 'G'.

**7.4.19 Column (13): NIC-98 code (2 digits):** For persons categorised as 'working' i.e., those with status codes 11-72 in column (12), NIC-98 code (2 digits) corresponding to the activity status recorded in column (12) will be entered in column (13).

#### **7.4.20 Activity Status: Some Important Clarifications**

(i) If a student is reported to be engaged in private tuition or in any other economic activity like helping the family enterprise for at least one hour on any day during the reference week, his current weekly activity status code will be 11 (self-employed). If the time spent on such activity is less than one hour, his current weekly activity status code will be 91 (student).

(ii) A disabled person/pensioner, reported to be seeking/ available for work, will be treated as unemployed and not as a disabled person/pensioner.

(iii) When a female casual labourer reports that she is not able to work due to pregnancy, she will be treated as 'casual labour not working due to sickness' and will be assigned current activity code 98.

(iv) Exchange labour will be considered as 'self-employed'. But a regular employee as exchange labour while on leave or holiday will be assigned status code 72. On the other hand, a casual labourer working as 'exchange labour' on some days will be categorised as 'self-employed' for those days.

(v) For determining the activity status code of an MP/MLA/ Municipal Councillor (MC), etc, it has to be first ascertained whether they had any other primary economic occupation or not. If they had other primary economic occupation, their activity status will be according to that economic occupation. If not, they will be categorised as 'self-employed' (status code 11) with NIC-98 tabulation category as 'O'.

(vi) A pensioner reported to be engaged in the family enterprise or employed in any other capacity should be considered as 'currently working', if he/she was engaged in the activity at least for one hour on any one day of the reference week and 'usually working', if he/she was engaged for a relatively long time during the reference year.

(vii) The 'meal carriers' (who deliver lunch at various offices), 'night watchmen' of a locality, 'cowherd', etc. are normally employed by a group of households on a regular monthly wage. The 'activity status' of such workers will be the same as that of maid servant/male servant, etc. i.e., 'wage/salaried employee'.

(viii) Sometimes it is found that a regular student is currently on live register of the Employment Exchange and such a situation creates confusion in deciding his activity status. Normally, the person will be categorised as a student. But before categorising him/her as a student, further probes should be made as to whether he/she will give up his/her studies the moment he/she gets a job. If it is found that he/she will leave his studies to take up the type of job for which he/she has registered, he/she will be considered as unemployed.

(ix) Engagement in domestic duties by a member of the household is not considered economic activity but the domestic duties performed by the domestic servant staying in the employer's household and taking food from the common kitchen and thereby being a member of the household is to be considered as an economic activity, as a special case. The appropriate work status code depending on the duties performed is to be assigned to him/her.

**7.4.21 Column (14): number of days stayed away from home during the last 30 days:** The number of days for which the member 'stayed away from home' during the 30 days preceding the date of enquiry should be recorded here. A continuous absence from home for 24 hours will be reckoned as a 'day stayed away'. That is, the entry will be made in completed number of days and any fraction of a day will be ignored. The location of the place where the person stayed, having been away from his/her own household, may also be within the same village/town and staying away will not only mean physical absence but also non-participation in food consumption from his/her own household.

**7.4.22 Column (15): number of meals usually taken in a day:** The number of meals consumed by a person is usually reported as 2 or 3. In rare cases, one may come across a person who may be taking food only once in a day or more than three times a day. While in the former case the number of meals for the person will be 1 per day, in the latter case, however, only 3 should be entered. That is, in this column, the recorded number of meals taken in a day, even if it is reported to be higher, should not exceed

3. A breast-fed baby does not directly share the food consumed by members of the household. Hence for such babies the entry in this column will be '0'. To have a clear idea of what constitutes a meal, Chapter One may be referred to.

**7.4.23 Columns (16), (17), (18), (19) and (20): number of meals taken during last 30 days:** It is important to note that the entries are to be made in these columns depending on the place from where food is served irrespective of where it is consumed.

7.4.24 Columns (16), (17) & (18) pertain to meals taken away from home without payment. Number of meals taken outside home on payment and at home during last 30 days preceding the date of survey, for each member of the household will be recorded against columns (19) & (20). There are schools/balwadis, etc., which provide standard food to all or some students as midday meal, tiffin, etc., free or at subsidised rate. Such meals are to be considered as meals taken away from home. If such food is received free it will be recorded in column (16). Meals received at subsidised rate will be recorded in column (19). There are institutions, which provide canteen facilities to their students. Students can purchase food of their choice and to their requirements from those canteens on payment. In such cases also entry will be made in column (19).

7.4.25 Sometimes meals are provided by the employer. These may be as perquisites or as part of wages in kind. These meals are generally consumed at the place of work and are to be considered as meals taken away from home. It may not be rare that meals provided by the employer are brought home by the employees and consumed there. Such meals are also to be considered as meals taken away from home. In column (17), the number of such meals received and consumed during the reference period by an individual member will be recorded. Similarly meals consumed as guests in other households, will also be taken into account while making entries in column (18). For the purpose of making entry in column (19), 'meals received on payment' will mean that the informant has to incur some expense or part with a certain portion of his salary/wage for getting the meals. Meals purchased from hotel, restaurant or an eating-house will be considered as 'meals taken away from home on payment' and will have to be counted also for making entry in column (19). Meals taken away from home during the days of absence from the household should also be accounted for in making entries in these columns. Such meals are to be counted under either of the columns (16) to (18) or (19).

7.4.26 In column (20), the number of meals taken at home by each member of the household during the period of 30 days preceding the date of survey will be recorded. A meal will be considered to be taken at home if the meal is prepared at home irrespective of the place where it is consumed. In short, all the meals consumed by a member which are either prepared by the household or purchased from outside the expenditure relating to which is collected and recorded at appropriate places of the schedule should be considered either as 'meals taken away from home on payment' or as 'meals taken at home'.

**7.5.0.0 Blocks 5 to 9: Blocks on Consumer Expenditure:** In these blocks information on consumer expenditure on various items/groups of items will be collected. The titles of the blocks are:

Block 5: Consumption of food, pan, tobacco and intoxicants.

Block 5.1: Consumption of fuel and light.

Block 6: Consumption of clothing, bedding, etc.

Block 7: Consumption of footwear.

Block 8.1: Expenditure on education & medical (institutional) goods and services.

Block 8.2: Expenditure on miscellaneous goods and services including medical (non-institutional), rents and taxes.

Block 9: Expenditure for purchase and construction (including repair and maintenance) of durable goods for domestic use.

7.5.0.1 In blocks 5 and 5.1, information on an item will be recorded only if it is consumed. In blocks 6 and 7 value of an item will be recorded only if it is brought into first-use during the reference period. In blocks 8.1, 8.2 and 9 expenditure will be recorded if it is incurred on any item during the reference period.

7.5.0.2 **Credit purchase:** In case of credit purchase of any item of blocks 8.1, 8.2 or 9 the actual expenditure made during the reference period will be recorded. If any payment is made during the reference period for any credit purchase made earlier, then that amount will also be included. If the household makes a lumpsum payment against the credit purchase of several items, apportionment will be made for each of the items in proportion to their value.

7.5.0.3 **Payment in kind:** If payment in kind is made against consumer services like payment to priests, domestic servants, barbers, washermen, etc. in terms of items of food, pan, tobacco, intoxicants, fuel, clothing and footwear, the value of the item will be recorded against the particular service consumed and not against the respective items of block 5, 6 or 7. But if such payment in kind is made in terms of miscellaneous goods or durable goods, it will not be recorded against consumer service, but instead, will have to be recorded against the respective items of blocks 8.1, 8.2 and 9. However, if an old (used) durable good (say, an almirah), is given to a person (say, a priest) for the services rendered by him, the present (imputed) value of the good may be recorded against the appropriate service item of block 8.2 (e.g. priest).

7.5.0.4 If a household member receives any item of blocks 8.1, 8.2 or 9 as a part of wages and salaries or perquisites from the employer (enterprise) then that is to be accounted for as expenditure incurred against the corresponding item even if a part of the said receipt is given away to others. However, an item of miscellaneous goods received by a domestic servant (household member) from his or her employer household will not be included in the recipient household. Such expenditure will be considered in the employer household.

7.5.1 **Block 5: Consumption of food, pan, tobacco and intoxicants:** In this block information on consumption of each item of food, pan, tobacco and intoxicants for the household for a reference period of 30 days preceding the date of survey will be collected.

7.5.2 **Columns (1) & (2): code and item:** It may be noted that for accounting of items a 3-digit coding system is used in all these blocks. Code and description of the items are printed in columns (1) and (2), respectively. Items are arranged in groups such as 'cereal', 'cereal substitutes', etc. Similarly, item codes and item descriptions for blocks 6, 7, 8.1, 8.2, and 9 appear in the body of the relevant block.

**7.5.3 Unit:** Each filled-in line of this block will relate to a particular item of consumption. Generally, the unit of quantity for the majority of the listed items is kilogram (kg). However, if 'kg' is not the appropriate unit for any item then the appropriate unit has been shown within brackets after the description of the item. The unit should be 'kg' for all items for which the unit has not been mentioned in the list.

**7.5.4** Against each item of blocks 5 to 7 and 9, there is a provision to record the quantity figure in terms of the respective standard unit. Value figure will be recorded in rupees. Each of these columns of blocks 5, 5.1, 6, 8.1 and 8.2 has been bifurcated in two parts. A quantity or value figure, in terms of the specified standard unit for an item, will usually have two parts - one integral part and the other fractional i.e., decimal part. The integral part will be recorded in the left hand part and the decimal portion will be entered in the right hand part. It may be noted that against the items printed on the schedule for which the specified unit is 'gram'/'number'/'box'/'pair'/'standard unit', two zeros (00) have already been printed in the decimal part. This means only the integral part of these units is to be recorded for such items. Similarly, '00' has been printed in the decimal part of value figure of those items for which the value is preferred to be in whole rupees.

**7.5.5 Columns (3) & (4): quantity and value:** These columns relate to the consumption of the household during the reference periods of last 30 days. Column (3) relates to the quantity of consumption and column (4) to the corresponding value. Here, consumption includes all consumption of monetary and non-monetary purchases and goods received as gift, loan, etc. However, the consumption data should be strictly confined to the domestic consumption of the household. The expenditure incurred on account of pet animals will be excluded. That expenditure should be recorded under item 493 of block 8.2. It may be noted that consumption by livestock belonging to the household will not be included in household consumption. Accounting should, however, be made of the livestock products like milk, meat, egg, etc., obtained from such livestock and consumed by the household. While making entries on household consumption care should be taken not to include any transfer payment in kind, like loans, advances, charities, gifts and other payments in kind, if any. But consumption from transfer receipts will be included. Consumption of the household will consist of consumption made out of:

- (i) commodities purchased in cash;
- (ii) commodities received in exchange of goods and services;
- (iii) home-grown/home-produced stock;
- (iv) transfer receipts such as gifts, loans, charities, etc., and
- (v) free collection.

**7.5.6 Column (5): source code:** Consumption of an item during the last 30 days may be made out of one or more sources mentioned in the preceding para. The source from which the item has been procured and consumed by the household will be recorded in terms of codes. The codes to be used are:

|  |          |   |                          |   |
|--|----------|---|--------------------------|---|
| only                                     | purchase | 1 | only free collection ... | 4 |
| .....                                    |          |   |                          |   |
| only home-grown stock.....               |          | 2 | others .....             | 9 |
| both purchase and home-grown stock ..... |          | 3 |                          |   |

Code 3 will be applicable if consumption is made out of both purchase and home-grown stock but not from any other sources. Any other combination of sources will get code 9. Consumption out of transfer receipts or commodities received in exchange of goods and services will also get code 9.

- Note:** 1. For a sub-total item a cross (X) or shade has already been put in column (5).  
2. For PDS items (101, 107, 260, 344) and ice (item 294), '1' has already been printed in column (5).  
3. Source code will be decided on the basis of reference period of last 30 days.

7.5.7 While recording consumption, care should be taken to include consumption on ceremonials, parties, etc. Note that if the household made any transfer payment in terms of commodities like rice, wheat, pulses, etc., the quantity of commodity so paid should not be shown under domestic consumption of the payer household. The portion out of that receipt consumed by the recipient household during the reference period will be shown against the consumption of the recipient household. However, if the transfer payment is made in terms of cooked meals then that will be shown as consumption of the payer household. If the meals were prepared by the household then the consumption will be shown under the respective items used for preparing the meals and if ready meals were purchased by the household and transferred, then the number of meals served and the value of those will be recorded under cooked meals (item 303) against the payer household. For such meals nothing is to be recorded against the recipient household.

7.5.8 **Imputation of value:** The method of imputing values of items which are consumed but not purchased has been given in para 4.0.4.

7.5.9 It may be mentioned that for all the items in block 5, the quantity reported to have been actually consumed is to be recorded. For example, if the weight of barley originally weighing 10 kg becomes only 9 kg after its cleaning, etc., the quantity of barley consumed is to be recorded as 9 kg only. On the other hand, if a person buys 2 kg of rice at Rs 10/- and consumes only 1 kg, the rest being thrown away due to damage by insects, infection, etc. then the quantity consumed is only 1 kg and value Rs 5/-.

7.5.10 **PDS item:** Purchase/consumption from PDS should be recorded irrespective of whether the household uses its own ration card or that of some other household. But any purchase made by paying some extra amount in addition to the normal PDS rates is to be considered as 'purchase from other sources' and not as purchase from PDS. Purchases made from PDS by the household for sale in the open market will not be accounted in this block.

7.5.11 **Items 101 & 102: rice:** Rice will mean the grain obtained after husking and cleaning paddy.

7.5.12 **Items 103 to 106:** Rice products like chira, khoi, lawa, muri, rice powder, etc. which are obtained by splitting, frying, powdering, parching of the grain are covered by these items. Food preparations out of rice viz., pastries, cakes, sweets, etc., should not be considered as rice products. These items will be put under the appropriate item of food group: beverages, etc. Rice purchased in the form of 'cooked rice' (not cooked meal) will also be treated as processed food and will be recorded against item 308 (other processed food).

**7.5.13 Items 107 & 108: wheat:** This will mean wheat in its whole grain form, broken wheat (not powdered) and also atta [powdered by grinding machine (atta-chaki)] used for food preparation.

**7.5.14 Items 110 to 114:** Wheat flour, that is, wheat in its powdered form (made by flour mills), will be included under item 110 (maida). Other wheat products will either be accounted against the specific listed items or against item 114 (other wheat products). It may be noted that while consumption of bakery bread will be recorded against item 113, those for other wheat preparation like biscuits, cakes, etc., will be accounted for in food group: beverages, etc. (items 290 to 308).

**7.5.15 Items 115 to 121:** This series of items has been provided for recording details of consumption of jowar, bajra, maize, barley, small millets, ragi. Each of these items will include their products also. Item 117 will include cornflakes, pop-corn, etc. (made of maize). As instructed earlier, food preparations of these cereals will be recorded against food group: beverages, etc.

**Note:** Sattu prepared by frying and powdering of barley will be included against item 118 (barley & products).

**7.5.16 Item 129: cereal: s.t.:** This is a sub-total item. ('s.t.' stands for sub-total.) The sum of all the cereal items will be obtained for columns (3) to (4) and the totals will be recorded in the respective columns of this line. In other words, the entry will be the sum of the entries recorded in that column against each of the constituent items (cereals and cereal products). Similarly, all other sub-total items will be derived.

**7.5.17 Item 139: cereal substitutes (tapioca, jackfruit seed, etc.):** Cereals are usually a person's staple food. But sometimes by choice or due to scarcity, a person may not consume much of cereals or consume no cereal at all. The food requirement is partially or wholly met in such cases by consumption of food, which could be treated as substitutes for cereals. Tapioca, for example, is consumed in some parts of the country as a substitute for cereals. Similarly, jackfruit seed, mahua, etc. are also consumed as substitute for cereals. Potato or sweet potato consumed as substitutes for cereals will not however be shown here. These will be recorded under the vegetables group.

**Note:** Sometimes mixed cereal flour, like idli flour, which is a mixture of cereals, pulses and also of spices, is purchased and consumed. In such a case if the proportion of different constituents of the mixture is not known and/or might be difficult to obtain, the quantity and value of it will be recorded against the major constituent item of the mixed cereal flour.

**7.5.18 Item 151: gram products:** This relates to items like sattu obtained by frying and powdering of gram (whole grain). However, besan made out of gram will not be considered here. Instead, it will be recorded against item 152 (besan).

**7.5.19 Items 160 to 167: milk and milk products:** These items relate to milk: liquid, baby food, and products of milk obtained on transforming milk by heating, churning milk or adding chemicals like acid drops or fermenting agent in the form of ghee, butter, curd (dahi), casein (chhana), buttermilk, etc. Sweetmeats like 'sandesh', 'rasagolla', 'pera', etc. prepared at home out of milk purchased or home-produced will not be treated as milk products and hence will not be accounted against these items. In

case a household prepares these sweetmeats from milk: liquid, then its consumption will be recorded against milk: liquid (item 160) and other constituent items of the preparations. Similarly, when milk products like ghee, butter, curd, etc. are obtained from milk: liquid by the household and consumed, consumption will be recorded against milk: liquid and not against the particular milk product. For example, suppose a household has consumed 30 litres of milk, out of which 15 litres was converted into curd and consumed. In this case 30 litres of milk will be shown against milk: liquid only. But if the milk product is purchased from the market and consumed by the household, the quantity and its corresponding value will be recorded against the particular milk product.

**7.5.20 Item 160: milk: liquid:** This will mean milk as directly obtained from cow, buffalo, goat or any other livestock. Milk sold in bottle or polypack will also be treated as 'milk: liquid'. The unit of quantity for milk: liquid is 'litre'. Readily drinkable flavoured and bottled milk should be considered as milk: liquid and should also be recorded against this item. Milk transformed into curd, casein, ghee, etc. only for the purpose of consumption and actually consumed during the reference period should also be included in this item. If ghee is prepared at home from 'milk: liquid' and a part of it has been consumed during the reference period then the quantity and value of 'milk: liquid' required for preparing the ghee actually consumed will be recorded against item 160 (milk: liquid).

**7.5.21 Item 161: baby food:** This relates to such baby food the principal constituent of which is milk e.g. Lactogen, Milk Care, Amulspray, etc. Other foods meant for babies like Farex, Cerelac, etc. whose principal constituent is not milk will not be accounted here. Such items should be recorded against 'other processed food' (item 308).

**7.5.22 Item 166: ice-cream:** Ice-cream for which major component is milk will be included against this item. Ice with syrup but without milk sold in the villages as ice-cream will not be included against this item. Instead, it will be accounted against item 298 (other beverages).

**7.5.23 Items 170 to 174: edible oil:** Oil used in food preparation will be considered as 'edible oil' such as mustard oil, groundnut oil, etc. Such oil used for toilet purpose will not be accounted against any of these items in this block, but will be recorded against item 453 (hair oil, lotion, shampoo, hair cream) or item 458 (other toilet articles) of block 8.2.

**7.5.24** Some edible oils, such as groundnut oil, etc., are sold in the market after refining the raw oil, obtained by crushing the seeds by some chemical process of neutralisation, bleaching and decolourisation. No distinction will be made between raw and refined oils.

**7.5.25** If oilseeds purchased or grown for extracting edible oil by crushing and the oil is consumed then the entry will be shown against the appropriate item of edible oil.

**7.5.26 Item 222: other vegetables:** It includes green fruits like mango, watermelon, etc. consumed after preparing processed food besides the vegetables listed in the schedule.



**7.5.27 Item 247: other fresh fruits:** It will include all fresh fruits which are not listed in the schedule. It will also include sugarcane consumed like fruits.

**7.5.28 Item 279: salt:** It will include all edible salt irrespective of whether it is iodised or not.

**7.5.29 Items 280 - 288: spices:** There are a large variety of spices which are generally used in food preparations. Of these items, turmeric and chillies are most commonly used. Items not listed here are mostly purchased in the villages as mixed spice and it may be difficult to collect information on expenditure and consumption of each individual item of spices. For such spices item 288 (other spices) has been provided.

**7.5.30 Item 294: ice:** It includes only ice purchased for household consumption. It excludes ice procured otherwise, e.g., made by refrigerator at home.

**7.5.31 Item 295: cold beverages:** It will include cold drinks like *thumsup*, *pepsi*, *cocoa cola* and *frooti*, etc.

**7.5.32 Item 298: other beverages (cocoa, etc.):** Mineral water, soda water, etc. will also be included against this item.

**7.5.33 Item 300: biscuits:** This will include all types of biscuits and will also relate to confectionery items like chocolate, toffee, lozenge, etc. Cake and pastry have been separated from confectionery items and these will be recorded against item 304.

**7.5.34 Item 303: cooked meals:** 'Cooked meals' may be (i) purchased from market, i.e., from hotel, restaurant, canteen, etc. (ii) obtained by paying a lump sum to an agency providing catering services for serving meals to guests attending a ceremony performed by the household, (iii) received as perquisites from employer's household, or (iv) received as gift or charity.

**7.5.35** As a general principle, for cooked meals, consumption will be taken account of in the purchaser household. Thus, in case of (i) entry will be made against the columns on consumption for the household reporting purchase of cooked meals, which might have been consumed by household members, employees, guests and other persons. There are factories and offices, which have their own canteen providing meals to the employees. Consumption of meals by the employees of such institutions, if these are received free of cost, will not be considered in the employee households for making entries against this item. However, such meals will be recorded in column (17) of block 4. The case (ii) will also be similarly treated as case (i), i.e., accounting will be made in the purchaser household as far as block 5 is concerned. No entry will be made in the schedule of the recipient households against this item, for the cooked meals of the type described under case (iii) and (iv). Consumption of such meals will, however, be noted in columns (17) & (18), respectively, of block 4 of the schedule (see paras 4.4.24 to 4.4.30). Sometimes a catering agency is engaged to provide meals only, for which the agency is paid on per plate basis. Some items like sweets, ice-cream, beverages, etc., are purchased separately and served to the guests. The purchase and consumption of such other items will be shown against the respective items and should be excluded from the item 'cooked meals'.

**7.5.36 Items 304 to 307: cake, pastry, etc.:** Cake, pastry (304), pickles (305), sauce (306) and jam/jelly (307) may be purchased or prepared at home. If ingredients like

fruits, spices, sugar, egg, atta, maida, salt, fuel and light, etc. required for preparing the product at home, are already accounted for in their respective item groups, care should be taken to avoid repetition of the same in item group beverages, etc.

**7.5.37 Item 308: other processed food:** Items like snacks, tiffin, food packets, etc. which have not been covered under items 300-307 of the list of food items, will be recorded against this item.

**Note:** Chowmin, soup, etc. will be included against other processed food (item 308).

**7.5.38 Item 312: supari:** Supari (betelnuts) in various forms are available in the market. These are fresh supari, sundried supari, fermented supari, boiled and coloured supari and scented supari. Supari consumed in any of the forms will be accounted for against this item.

**7.5.39 Item 315: other ingredients for pan:** All other ingredients excepting items 312-314, used for preparing pan, should be included in this item. But tobacco, zarda, surti, kimam, etc. which are also consumed with pan should not be included. Provision for them has been made in tobacco group. However, pan-parag will be included in this item.

**7.5.40 Item 321: cigarettes:** Cigarette paper and tobacco are sometimes purchased separately for making cigarettes. In such cases value to be recorded would be the value of tobacco plus the value of paper taken together. The corresponding entry in quantity column will be in terms of number of cigarettes actually made.

**7.5.41 Item 322: leaf tobacco:** It will include all leaf tobacco consumed during the reference period in any form. If tobacco leaf is burnt and powdered for brushing teeth then consumption will be shown against this item.

**7.5.42 Item 330: ganja:** It will also include ganja consumed in the form of cigarettes.

**7.5.43 Item 332: country liquor:** It will exclude country liquor prepared at home from its ingredients and consumed. Consumption entries will be made against the ingredients.

**7.5.44 Item 335: other intoxicants:** It will include drugs used for intoxication but exclude drugs used for medicinal purposes.

**7.5.1.0 Block 5.1: Consumption of fuel and light:** In this block information on consumption of each item of fuel and light for the household during last 30 days, prior to the date of survey, will be collected. Columns are similar to block 5.

**7.5.1.1 Item 342: electricity:** It will also include meter rent and surcharge for electricity.

**7.5.1.2 Item 348: LPG:** A fixed quantity of liquefied petroleum gas (LPG) is filled in a gas cylinder and supplied for domestic consumption. The quantity in kg is shown on the body of the cylinder. If, for example, a cylinder contains 14.2 kg of gas and usually the household consumes one full cylinder in 'D' days then the quantity of gas consumed during the last 30 days will be  $(14.2 \times 30)/D$ . This will be calculated up to two places of decimal. The value will also be derived in a similar manner. Caution

money deposited for getting a gas cylinder should not be considered as consumer expenditure and should not be recorded in this schedule.

**7.5.1.3 Item 352: gobar gas:** The value of gobar gas is to be imputed on the basis of value of inputs used for manufacturing gobar gas.

**7.5.1.4 Item 353: other fuel:** It will include all items of fuel and light not listed in the schedule. It will also include petrol, diesel, etc. used for generating electricity.

**7.6.0 Block 6: Consumption expenditure on clothing, bedding, etc. :** In this block, information on quantity and value of consumption of all items of clothing will be collected. The information in this block is required to be collected for a reference period of last 365 days. Consumption of clothing is defined as an item of clothing being brought into first-use. Clothing purchased first-hand will be considered for reporting against items 360 to 373 and items 380 to 387 (bedding, etc.). However, in case of second-hand purchase, total value of clothing purchased second-hand will be recorded against item 374: clothing (second-hand).

**Note:** 1. Second-hand imported ready-made garments will not be considered as second-hand. Instead, it will be treated as first-hand purchase and as such these will be included against item 368.

2. Liveries supplied by the employer even if it is used during duty-hours **only** will be taken into account.

**7.6.1 Columns (1) & (2):** In these two columns, the item code and the description of the clothing items are already printed in the block.

**7.6.2** The unit of quantity for an item, as shown within brackets after the name of the item in the list, is printed in the schedule itself. For detailed instructions, refer to para 4.5.4 & 4.5.5.

**7.6.3 Columns (3) & (4): quantity and value:** These columns relate to the consumption of the household during the reference period. Column (3) relates to the quantity of total consumption and column (4) to the corresponding value. Entries regarding consumption of clothing items will be the total of consumption out of purchase, out of home produce, out of transfer receipts such as gift, charity, and out of receipts in exchange of goods or services, etc. Care should, however, be taken to exclude purchases made on account of household productive enterprises.

**7.6.4** Consumption of clothing out of home production during the reference period will be evaluated at the producer's price. But consumption of clothing items made out of transfer receipts and receipts in exchange of goods and services will be evaluated at the retail price prevailing in the local market.

**7.6.5** For 'ready-made' garments, the unit of quantity will be number. But if a household prepared a garment out of cloth purchased, then the item of consumption will be recorded as 'cloth' and the quantity will be recorded in 'metres'. When any garment is sewn at home by a household member, its value will be equal to the value of cloth only. No labour charges for sewing of the garment need be included unless the sample household itself is running a tailoring shop. In case the household does have such a shop and a garment is sewn there, the value of cloth will be recorded against item 362 or 363 and the tailoring charge will be shown against item 484 of block 8.2.

Similarly, for a quilt made at home of which the materials (viz., cloth, stuffing, cotton, thread, etc.) were purchased, the quantity and value of the materials used will be shown against the respective items. The service charge paid to a hired person for making the quilt will be entered against item 484 as tailoring charge in block 8.2.

**7.6.6 Item 361: saree:** In some regions of the country a variant of the saree is commonly used. For example, Assamese ladies wear 'mekhla'. Similarly, in Garo hills ladies use 'dakbanda'. The length of the cloth used in 'mekhla' and 'dakbanda' is generally 1.50 metres. These dresses may be treated as sarees of shorter length. Sarees used in some areas on the other hand are much longer than the standard ones. Hence, the unit for saree has been prescribed as metre and not number. The length of mekhla, dakbanda, etc. and saree in 'metre' with two places of decimal should be recorded against this item.

**7.6.7 Item 374: clothing (second-hand):** All second-hand clothing items, like dhoti, saree, ready-made garments, etc., purchased and brought into first-use will be recorded against this item.

**7.6.8 Item 384: mosquito net:** Cloths purchased for making mosquito net will also be included here.

**7.7.0 Block 7: Consumption of footwear:** While filling in this block on purchase and consumption of footwear, the general instructions given for filling in the block on clothing will be followed. The quantity (number of pairs) and value (Rs) to be recorded are to be entered in whole number only.

- Note:**
1. If materials are purchased and footwear is made by taking service of a cobbler then cost of footwear will be imputed as the cost of raw materials plus service charges paid to the cobbler.
  2. A handicapped not having a limb purchased or got made only one shoe. In such case, quantity will be taken as one pair.
  3. Plastic footwear will be included against item 393: rubber/PVC footwear.
  4. Straps for slippers will not be included in this block. Such items will be included in block 8.2.

**7.8.1.0 Block 8.1: Expenditure on education and medical (institutional) goods and services:** Under this block, information will be collected on educational and institutional medical expenses incurred during the **last 365 days** preceding the date of survey. Non-institutional medical expenses will be recorded separately in block 8.2. The institutional category will include payments made for goods & services availed of as an inpatient in both private as well as Government medical institutions like nursing homes, hospitals, etc. All other medical expenses will be treated under non-institutional category. The actual expenditure incurred during the reference period on the items listed in the block will be recorded.

**7.8.1.1 Columns (1) & (2):** In these columns the three digit code of the items and the name of the items are already printed in the block.

**7.8.1.2 Column (3): value (Rs 0.00):** The amount of expenditure incurred on an item during the reference period of **365 days preceding the date of enquiry** will be recorded in this column. Expenditure will include both cash and kind.

**7.8.1.3 Items 400 - 406: education:** This is meant for recording expenses incurred in connection with education. It will include expenditure on goods purchased for the purpose of education, viz., books and journals, paper, pencil, etc. It also includes fees paid to educational institutions (e.g., schools, colleges, universities, etc.) on account of tuition (inclusive of minor items like game fees, fan fees, etc.) and payment to private tutor. Occasional payments to the school fund made on account of charities provided for indigent students and 'donations' generally will not be included here as these are regarded as transfer payments. It may be noted that all kinds of books, magazines, journals, etc. including novels and other fiction will be covered under item 400. Expenditure on Internet other than telephone charges will be covered under item 406.

**7.8.1.4 Items 410 - 424: medical (institutional & non-institutional):** This includes expenditure on medicines of different types and on medical goods; also, payments made to doctor, nurse, etc., on account of professional fees and those made to hospital, nursing home, etc. for medical treatment. Item 423 (family planning appliances) will include IUD (intra-uterine device), oral pills, condoms, diaphragm, spermicide (jelly, cream, foam tablet), etc. Expenditure incurred for clinical tests, X-ray, etc. will be recorded against items 411 or 421 (X-ray, ECG, pathological test, etc.). For Central government employees receiving medicines and medical services from CGHS dispensaries, only the monthly contribution made will be recorded. If, however, some medicine or service is purchased from outside during the reference period, the expenditure, even if reimbursed, is to be included. The distinction between institutional and non-institutional medical expenses, as mentioned in para 4. 8.1.0 above, lies in whether the expenses were incurred on medical treatment as in-patient of a medical institution or otherwise. Expenditure incurred on MTP (medical termination of pregnancy) may be recorded against item 414 or 424 depending on the category of treatment availed of, i.e. if hospitalisation is necessary for MTP then it has to be recorded against 414, otherwise against 424. Hiring charges for ambulance may likewise be recorded against item 414 or 424. However, transport expenses other than hiring charges of ambulance will be considered as travelling expense and not as medical expense.

**7.8.2.0 Block 8.2: Expenditure on miscellaneous goods and services including medical (non-institutional), rents and taxes:** In this block, relating to miscellaneous goods and services, information will be collected on the expenditure for purchase of these items during the reference period. The actual expenditure incurred towards purchase of these items, used for non-productive purposes, will be considered as the consumer expenditure of the household. Expenditure both in cash and kind will be taken into account. The reference period will be the **last 30 days** prior to the date of survey.

**7.8.2.1 Column (3): value (Rs. 0.00):** The amount of expenditure incurred on an item during the reference period of **30 days preceding the date of enquiry** will be recorded in this column. As in block 8.1, expenditure will include both cash and kind.

**7.8.2.2 Items 420 - 424: medical (non-institutional):** See para 4.8.1.4.

**Note:** In the rural areas, doctors charge a consolidated amount for consultation as well as giving medicines to the patient. In such case, the total amount will be recorded against item 420 (medicine).

**7.8.2.3 Item 423: family planning appliances:** It will also include various contraceptives such as tablets like Mala-D, Mala-N, etc.

**7.8.2.4 Items 430-437: entertainment:** This stands for entertainment and sports. Here consumption is represented by purchase of entertainment services or articles catering to entertainment. It is possible that on the occasion of attending sports or cinema/video show some expenditure is incurred on travelling and conveyance and/or on refreshment. Such expenditure will be excluded from this item group and will come under appropriate items reserved elsewhere in the schedule. Expenditure incurred on processing, developing, etc., of photographic film will be shown against item 435. Expenses incurred for hiring of video cassette/VCR/VCP will be recorded against item 436. But the expenditure incurred for viewing a video show will be recorded against item 430 (cinema, theatre). For item 433 (club fees) the last payment made divided by the number of months for which the amount was paid will be noted. But, entire amount of club fees paid for lifetime during the reference period of 30 days will be recorded against this item. Expenses incurred on subscription to dish antenna, cable TV facilities, etc. may be included in item 437: other entertainment.

**7.8.2.5 Item 458: other toilet articles:** It will include cooler perfume, body perfume, room perfume, etc.

**7.8.2.6 Item 467: washing soap/soda:** This will include washing soap in cake form, powdered form and also in liquid form (detergent powder is also to be reported) and washing soda.

**7.8.2.7 Item 468: other washing requisites:** It includes brushes, utensil cleaners, steelwool, etc.

**7.8.2.8 Item 473: other petty articles:** It will also include purchase of flower plant with pot.

**7.8.2.9 Item 480: domestic servant, cook:** Wages paid to domestic servant/cook may be recorded against this item **even if they are treated as members of the household for the purpose of consumer expenditure survey**. For domestic servant or cook who is also a member of the household by definition, only wages paid in cash during the reference period will be taken into account. Any expenditure incurred by a domestic servant who is also a member of the household should be treated as consumption expenditure of the household and recorded as such against the appropriate items of different blocks. Wages in kind not consumed by domestic servant/cook will be excluded.

**7.8.2.10 Item 482: barber, beautician, etc.:** The actual expenditure incurred for availing of the services of barber, beautician, etc. will be considered as the consumer expenditure of the household. Expenditure both in cash and in kind will be taken into account. In the villages the barber charges might be paid in kind annually. In such cases, if the payment in kind for the year is made during the reference month, the entire payment is to be evaluated at the local retail price and accounted for. On the other hand, if no payment was made during the reference month then no expenditure should be recorded. In this context, it may be noted that if the kind payment is in terms of an item of blocks 5 to 7, then the entry is to be made against item 482. But if it is in terms of an item of block 8.1, 8.2 or 9, then the entry will be made against that particular item.

**Note:** If a sample household is running a barber's shop and a member of that household has availed of the service then the barber charges will be imputed at the prevailing rate and recorded against item 482.

**7.8.2.11 Item 486: legal expenses:** This will include charges like lawyer's fees, legal and court fees, etc.

**7.8.2.12 Item 488: telephone charges:** For domestically installed telephones, the telephone bill last cleared divided by the period in months for which it was charged (i.e., monthly average payable) will be considered as the expenditure to be recorded even if the expenditure was not incurred during the reference period of 30 days. Cases like new telephone connections for which no bill has been paid till the date of survey may be ignored. Security deposit made for the installation of telephone connection is excluded. However, installation charges paid to the telephone department like labour charges, cost of wire, etc. will be included under this item. In addition, expenditure incurred during the reference period of last 30 days for making telephone calls from STD/PCO booth or other's telephone will be accounted against this item. Expenditure incurred on the purchase of mobile phone (instrument) will not be included in this item. Instead, it will be included against item 600 of block 9.

**7.8.2.13 Item 490: repair charges for non-durables:** This will include service charges paid to artisans for repairing any item of miscellaneous goods not used for productive purposes but used as items of domestic consumption.

**7.8.2.14 Item 492: miscellaneous expenses:** This item will include expenses such as application fees for employment, etc., subscriptions to societies and similar organisations, and generally, expenditure on any other 'miscellaneous' items relevant to the block and not provided in the list of items. If water is purchased through tanker, porter, etc., the expenditure incurred will also be recorded here. It will also include E-mail charges, Fax charges, photocopying charges, etc.

**7.8.2.15 Item 493: pet animals (incl. birds, fish):** This item will include expenditure incurred for purchase and maintenance of pet animals. Pet animals may be cat, dog, rabbit, monkey, mongoose, bird, fish, etc. Maintenance expenses will include cost of feed, treatment expenses, etc.

**7.8.2.16 Item 494: other consumer services excluding conveyance:** This item will stand for services of driver, coachman, cleaner, cobbler, blacksmith, unskilled labourers, etc.

**Note:** 1. Commission paid to the broker for purchase or sale of second-hand car/scooter will be accounted here.

2. It will include reconnection charge for electric line.

**7.8.2.17 Items 500 - 513: conveyance:** Expenditure incurred on account of journeys undertaken and/or transportation of goods made by airways, railways, bus, tram, steamer, motor car (or taxi), motor-cycle, autorickshaw, bicycle, rickshaw (hand-drawn and cycle) horsecab, bullock cart, hand-cart, porter or any other means of conveyance will be recorded against the respective items of conveyance. The expenditure will be the actual fare paid. The expenditure incurred on journeys undertaken under LTC, etc., even if reimbursed, is to be included. In case of owned conveyance, the cost of fuel (petrol, mobile oil, diesel, etc.) for power driven transport and animal feed for animal-drawn carriage will be recorded. For item 501 (railway

fare), season tickets valid for more than a month will be treated differently from other railway fare expenditure. Value of season tickets valid for more than a month held during the reference period by a household member will be divided by the number of months covered by the ticket to get the amount to be recorded. For all other railway fare expenditure, the amount actually paid during the reference period will be recorded.

**7.8.2.18 Item 502: bus/tram fare:** It includes expenditure incurred by the members of the household during the reference period in a public/private/government bus/tram in the capacity of individual passenger. If a bus hired for bringing guests by the sample household, the hiring charges will not be included against this item; instead it will be accounted against item 513 (other hired conveyance).

**7.8.2.19** The expenditure incurred on any conveyance used during the reference period partly for household enterprise and partly for domestic purposes will be apportioned on the basis of the number of kilometres it travelled for each type of use. In case the information on distance travelled is not available, the apportionment will be done on the basis of duration of use, say, number of hours or days used for enterprise and domestic purpose. In case information on actual number of days engaged in enterprise or in domestic use is also not available, it will be done on the basis of 'normal use'. The word 'normal' refers to a period beyond the reference period.

**7.8.2.20 Item 520: house rent, garage rent (actual):** This item consists of rent for residential building and garage rent for private vehicle of the household. Amount last paid divided by the number of months for which the payment was made will be recorded here. The procedure laid down for recording payment of telephone charges is also applicable to other starred items of this block. The rent for government quarters will be the amount of house rent allowance (HRA) per month not paid to the employee plus the licence fee deducted per month from the salary for the quarters. If some amount of money was paid in advance at the time of hiring the house, only that part of the advanced amount which is being deducted every month from that advance payment added up with the actual amount paid every month towards rent, will be the amount to be recorded as house rent. Salami/pugree will not be considered anywhere in the schedule.

**7.8.2.21 Item 522: other consumer rent:** Hiring charges for consumer goods like furniture, electric fans, crockery, utensils and charges for decoration on ceremonial occasions are to be recorded here. If any item is hired on monthly/quarterly/annual basis then the amount of last payment on such goods divided by the number of months for which the payment was made will be taken into account. However, hiring out of a vendor cart to run business by the sample household will be excluded. But, monthly maintenance charges payable to co-operative society, etc. will be included in this item.

**7.8.2.22 item 539: house rent, garage rent (imputed - urban only):** This item will be filled in for urban households residing in the house which it either owns or otherwise occupies without paying any rent. Otherwise a dash (-) may be recorded. Rent of the house/garage will be imputed on the basis of prevailing rate of rent for similar houses in the locality or surrounding areas. A household may occupy a dwelling unit which is neither owned, nor hired in. In such cases also the imputed rent will be recorded.



**7.8.2.23 Items 540 to 541: consumer taxes and cesses:** This is for recording the expenditure on taxes and cesses paid by the household as a domestic consumer. Only taxes and cesses are included which are considered to be levied on the household as a consumer unit. Road cess, chowkidari tax, municipal rates are some examples. Sometimes while purchasing a new vehicle life tax is paid. In such case, monthly average of tax & cess will be recorded against this item. Consumer licence fees will also be included. Examples are fees paid for possession of firearms, vehicles, etc. For taxes and cesses to be paid monthly/quarterly/annual basis entries will be the amount last paid divided by the number of months for which paid.

**Note:** Professional tax and Income tax will not be taken into account in the survey.

**7.8.2.24 Item 540: water charges:** Water charges last paid to the municipality or other local bodies divided by the number of months for which the amount was charged may be recorded against this item. If water is purchased through tanker, etc., the expenditure incurred will not be recorded here - even if the water is solely used for household consumption - but against item 492.

**7.9.0 Block 9: Expenditure for purchase and construction (including repair and maintenance) of durable goods for domestic use:** Information on expenditure incurred for purchase and cost of raw materials and services for construction and repairs of durable goods for domestic use during the last 365 days will be collected in this block. Expenditure will include both cash and kind (see para 4.5.0.3). Purchase will include both first-hand and second-hand purchase and will be recorded in separate columns of this block. Only if some expenditure is incurred towards purchase of an item, may be in cash or kind or both, the item will be considered as purchased for this block. Expenditure incurred on purchase of durable goods for giving gifts will also be included. In case of credit/hire-purchase of any item of this block, the actual expenditure made during the reference period will be recorded. [ See para 4.5.0.2] Expenditure on any item in this block will be recorded in whole number of rupees.

- Note:**
1. If the sample household incurred some expenditure on purchase of an asset during the reference period but not been received it till the date of survey, the expenditure incurred will be accounted in this block.
  2. A sample household purchased an asset (durable goods) during the reference period and the asset is under possession but no payment has been made during the reference period. Such purchases will be excluded.
  3. An asset purchased during the reference period for domestic use and the same asset sold out during the reference period. Such purchase also will be accounted for.

**7.9.1 Columns (1) & (2):** In these columns the three digit-code of the items and the name of the items are already printed in the block.

**7.9.2 Column (3): number in use on the date of survey:** The number in use on the date of survey of each item of durable goods will be entered in this column. It will also include those items which may not be in use temporarily but are likely to be put into use after repair/necessary servicing. For certain items a cross mark (x) has been put in this column; it means column (3) need not be filled in.

**7.9.3 Column (4): number purchased (first-hand):** The number of each item of durable goods purchased (first-hand) for which some expenditure has been incurred during the reference period will be recorded in this column.

**7.9.4 Column (5): whether hire purchased (first-hand):** If an item of durable goods is purchased on instalment payment and the expenditure made on it during the reference period consists of one or more such instalment payments, code 1 will be recorded in this column. Otherwise i.e., when durable goods are purchased and entire amount is paid during the reference period, code 2 will be recorded in this column.

**Note:** If more than one of a particular item are purchased during the reference period and some of them are purchased on hire-purchase basis and the remaining are purchased outright, then code 1 will be recorded in this column.

**7.9.5 Column (6): value (first-hand purchase):** Value of first-hand purchase during the reference period will be entered in this column. The total amount paid during the reference period will be recorded here.

**7.9.6 Column (7): cost of raw materials and services for construction and repair:** This column is for recording expenditure on materials and services for construction, assemblage, repair and maintenance of all durable goods - first-hand as well as second-hand. Value of durable goods constructed will comprise value of raw materials, services and/or labour charges and any other charges. The total value of raw materials, services and labour charges will be recorded in this block. Here, expenditure incurred towards repair and maintenance of items purchased on second-hand will also be accounted.

**Note:** 1. The purchase values of a consumer durables constructed or repaired by an artisan for his/her domestic use will be the aggregate of the purchase value of the raw material components used and imputed value of his/her services for its construction/repairs.

2. If an article is repaired during the reference period by one of the sample household members then the repair charges will be imputed and recorded against appropriate item only if the household member is a professional for that repairing job.

**7.9.7 Column (8): number (second-hand purchase):** The number of each item of second-hand durable goods purchased during the reference period will be recorded in this column

**7.9.8 Column (9): value (second-hand purchase):** Value of second-hand purchase during the reference period will be entered in this column.

**7.9.9 Columns (10): total expenditure:** It is the sum of value of first-hand purchase, cost of raw materials and services for construction and repair and value of the second-hand purchase. In other words, it means Column (10) = column (6) + column (7) + column (9). This is an important departure from the earlier NSS concept of total expenditure of durable goods.

**Note:** An imported item of durables, even if second-hand, will be treated as first-hand purchase and information will be recorded against the relevant columns.

**7.9.10 Item 550: bedstead:** It is a framework of wood or metal supporting the springs and mattress of a bed. Its surface may be made of coir rope or nylon. Folding cots of all kinds will be included against this item.

**7.9.11 Item 551: almirah, dressing table:** Full-size wardrobes will be included against this item.

**7.9.12 Item 554: foam-rubber cushion (dunlopillo type):** Only foam cushions are to be included and not cushions made of cotton, coir, etc. The latter will come under 'pillow, quilt, mattress' in block 6 (item 382).

**7.9.13 Item 555: carpet, daree and other floor mattings:** This will include carpet, daree and other floor mattings which are more or less fixed in position. Doormats, mats used as single-person seats, and other small mats will not be included here. They will come under 'mats and matting' (block 6).

**7.9.14 Item 556: paintings, drawings, engravings, etc.:** Only those acquired through purchase need be considered for the count in column (3) (number in use on the date of survey).

**7.9.15 Item 557: other furniture & fixtures:** Waist-high (usually wooden) almirahs should be considered under this item. Kitchen cup-boards (free-standing), complete sofa-set also will be included.

**7.9.16 Item 561: radio:** This includes transistor radios.

**7.9.17 Item 568: other goods for recreation:** Sports goods and toys are not to be included here but under item 432 in block 8.2. It will also include dish antenna, video games, etc.

**7.9.18 Item 570: gold ornaments:** If gold ornaments purchased in exchange of gold and some amount of cash, only the cash payment made will be taken into account. But, if it is purchased in lieu of cash or cash & kind (other than gold) total value of cash/cash & kind will be accounted.

**7.9.19 Item 592: lantern, lamp, electric lampshade:** It will exclude electric lamp.

**7.9.20 Item 598: electric iron, heater, toaster, oven & other electric heating appliances:** Geyser will be considered against this item.

**7.9.21 Item 600: other cooking/household appliances:** It will include ice-cream maker, mixer-grinder, juicer, micro-oven, vacuum cleaner, mobile phone (instrument), electric appliance for filtering water, etc.

**7.9.22 Item 613: tyres & tubes:** It will include all those tyres and tubes which are purchased for replacement in vehicles. If repair is made only for tyres and tubes then the expenditure incurred on repair will be taken into account against this item in column 7. But, if repair of tyres and tubes is made along with other repairs of the vehicle then the expenditure will be accounted in column 7 against the corresponding listed item.

**7.9.23 Item 614: other transport equipment:** Livestock animals like horses, bullocks, etc., and conveyance such as horse cab, bullock cart, etc., when used exclusively for non-productive domestic purposes, will be included against this item. Maintenance for these livestock animals will be accounted in column 7. If these animals and conveyances are used both for household enterprise and for domestic use, only the part ascribable to the latter purpose will be considered for recording the value of purchase, or the cost of raw materials required for repair, etc. It will also include perambulator.

**7.9.24 Item 632: any other personal goods:** Personal computer (PC), telephone set, mobile handset etc. will be considered against this item.

**7.9.25 Item 642: residential building and land (cost of repair only):** It should be noted that the purchase of residential building and land, whether first-hand or second-hand, should not be entered in this block, as such purchases are considered capital expenditure on real estate. Any new construction of building is also an expense on capital account and should not be entered in this block. The total expenditure incurred by the household towards repairs and maintenance of dwelling unit (only) during the reference period would be entered against this item.

**7.9.26 Item 659: durable goods: total :** Total expenditure for purchase, construction and repairs of household durable goods will be recorded against this item. The totals in each of columns (6), (7), (9), and (10) against this item will be derived by adding all the entries against the sub-total items of the block in the column.

**7.9.27 Sub-total items 559, 569, 579, 589, 609, 619, 629, 639, 649:** Expenditure made on purchase and construction & repair of durable goods for domestic use during the reference period will be entered against these items. The entry against each sub-total item in each of columns (6), (7), (9), and (10) will be derived by adding the entries in the column against the corresponding constituent items.

**7.10.0 Block 10: Perception of household regarding sufficiency of food:** This block will be filled after completion of the enquiry on all the preceding blocks. The expression in item 1 - 'getting enough food everyday' - as used in common parlance, conveys that the concerned person gets, by and large, sufficient food to eat. This question is asked in order to know the perception of the household regarding sufficiency of food. While putting this question to the informant, it is thus presumed that the informant has a clear understanding of its meaning. There are equivalent phrases conveying the same meaning in regional languages. It is, therefore, important to put the proper question in the local language and record the answer given by the informant in the appropriate code.

**7.10.1** Care should be taken to see that the informant is not offended by this question. The question should, in fact, not be asked to those whose reported consumption would obviously indicate that they get sufficient food to eat. In item 1, if the members of the household are reported as getting enough food everyday throughout the year, the code to be entered in the box space of this block is 1. If adequate food is available in only a few months of the year code 2 will be noted. Code 3 will indicate that the household does not usually get enough food everyday for all its members. Here the reference period is last 12 calendar months preceding the date of enquiry.

7.10.2 If adequate food was available in only some months of the year i.e. if code 2 is recorded in item 1, those calendar months in which all members of the household did not have enough food everyday will be recorded in the cells provided against item 2 in codes. For example, suppose all members of a sample household did not have enough food everyday in the months of January and March during the reference period. The entries to be made are 01 & 03 in the first two cells of the first row out of the 11 cells provided in the block against item 2.

7.10.3 If for the purpose of making an entry in item 1, the investigator has actually put the relevant question to the informant and got his answer, then code 1 will be entered in item 3. Otherwise, i.e., if he has inferred the answer to item 1 from the schedule entries or otherwise without actually asking the informant, code 2 will be recorded against item 3.

**7.11.0 Block 11: Summary of consumer expenditure:** This block is meant to derive the value of per capita consumption expenditure for a period of 30 days. Most entries in this block are transfer entries from blocks 5 to 9. References for transfer are provided in columns (3) to (5). For some items, namely, clothing, bedding, etc., footwear, education, medical (institutional) and durable goods information has been collected for a reference period of 365 days. This information will be recorded in column (7). These figures will be added and entered in column (7) against item srl. no. 33. This figure will be converted to monthly figure by multiplying  $30/365$  and the product will be recorded in column (6) against item srl. no. 34. For other items having reference period of 30 days information will be recorded in column (6).

**7.11.1 Serial number 35 : total monthly expenditure :** It is the sum of the entries made against serial numbers 1 to 34, column (6) of this block.

**7.11.2 Serial number 36 : household size:** This is to be copied from the entry made in block 3, item 1.

**7.11.3 Serial number 37 : monthly per capita expenditure (Rs 0.00) :** It is to be obtained by dividing the entry made against serial number 35, column (6) by that against serial number 36, column (6) ( i.e. total monthly expenditure  $\div$  household size ) of this block. The quotient of the division will be recorded in rupees with two places of decimal.

**7.12.0 Block 12: Remarks by investigator:** Any remark which is considered necessary for explaining any peculiarity in the consumption pattern of the household or any other characteristic of the household will be noted here. Such remarks will help understanding the entries made in different blocks of the schedule, especially when any entry is very high or very low.

**7.13.0 Block 13: Comments by supervisory officer(s):** The supervisory officers should note their views on any aspect relating to the household and on any observed peculiarity in the consumption pattern of the household.