

N-11016/3/2016/ESD-VIEC-Part(1)  
 Government of India  
 Ministry of Statistics & Programme Implementation  
 Central Statistics Office (Economic Statistics Division)

Level 4, East Block-6  
 R. K. Puram, New Delhi -110066  
 Dated: 18<sup>th</sup> June 2019

**OFFICE MEMORANDUM**

**Subject: Payment of honorarium to 2<sup>nd</sup> level Supervisors and Charge Officers from State/ UTs-reg.**

The undersigned is directed to refer to the DO letter of Director General, MoSPI dated 7<sup>th</sup> March 2019 addressed to Chief Secretaries/ Administrators of State/ UTs and the subsequent letter dated 25<sup>th</sup> March to the Nodal officers of 7<sup>th</sup> Economic Census (EC) regarding nomination of 2<sup>nd</sup> level Supervisors and Charge Officers from State/ UTs for the purpose of 7<sup>th</sup> Economic Census.

2. In this regard, the undersigned is directed to inform that it has been decided to pay a one-time honorarium of Rs. 20,000/- to 2<sup>nd</sup> level Supervisors and Rs. 10,000/- to Charge Officers nominated from State/UTs for the purpose of 7<sup>th</sup> EC. **List of 2<sup>nd</sup> level supervisors and charge officers nominated for the State/ UT may kindly be intimated by email on [ddservice.esd@mospi.gov.in](mailto:ddservice.esd@mospi.gov.in), if not done already.**
3. Payment of honorarium will be made in the designated Bank Account opened by the State/ UT for the purpose, **details of which may be intimated to this Ministry by email at [ddservice.esd@mospi.gov.in](mailto:ddservice.esd@mospi.gov.in), if not done already.**
4. Guidelines regarding roles and responsibilities of charge officers and second level supervisors along with modalities of payment of honorarium are enclosed herewith for ready reference.
5. This issues with the approval of competent authority.

*Chandrajit Chatterjee* 18/06/2019  
 (Chandrajit Chatterjee)

Deputy Director

Tel (O): 011-2610 5146

E-mail: [ddservice.esd@mospi.gov.in](mailto:ddservice.esd@mospi.gov.in)

**To**

Nodal officers for 7<sup>th</sup> EC  
 All State/UTs

**Copy for information to**

1. Principal Secretary, Planning – all State/ UTs
2. PPS to Secretary, MoSPI, SP Bhawan, New Delhi
3. PPS to Director General (ES), MoSPI, SP Bhawan, New Delhi
4. PPS to Director General (Survey), NSSO, Sankhyiki Bhawan, Delhi

**ROLES & RESPONSIBILITIES OF AND GUIDELINES FOR PAYMENT OF HONORARIUM TO  
CHARGE OFFICERS/ 2<sup>ND</sup> LEVEL SUPERVISORS FOR 7<sup>TH</sup> ECONOMIC CENSUS**

**A. CHARGE OFFICERS**

**A.1 Responsibilities of Charge Officers:**

1. S/he would monitor, liaise and act as focal point between the various agencies/ departments of State/ UT, CSC e-Governance Services India Limited (implementing agency for 7<sup>th</sup> EC) and Ministry of Statistics and Programme Implementation for smooth conduct of 7<sup>th</sup> EC.
2. S/he would guide in resolving any challenges during fieldwork on the request of State head, CSC SPV or nodal officer of 7<sup>th</sup> EC in State/ UT.
3. S/he would sensitize law enforcement agencies, local government bodies/authorities, industry associations, etc. in State/ UT for cooperation to field enumerators/supervisors for smooth data collection.
4. **State Charge Officer would assist the State Level Coordination Committee in finalizing the provisional results of 7<sup>th</sup> EC for State/ UT concerned in collaboration with Deputy DG of NSSO (FOD), MoSPI in State capitals and other concerned stakeholders.**
5. **District Charge Officer would be the final authority for finalizing the provisional results of 7<sup>th</sup> EC for District concerned through the District Level Coordination Committee.**

**B. SUPERVISOR LEVEL 2 (SL2)**

**B.1 Responsibilities of Second level supervisors:**

Detailed operational guidelines and training content for 2<sup>nd</sup> level supervisors for 7<sup>th</sup> EC has been uploaded on the website of the Ministry of Statistics and Programme Implementation available on:

[http://www.mospi.gov.in/sites/default/files/economic-census/seventh economic census/Supervision level 2 operational guidelines.pdf](http://www.mospi.gov.in/sites/default/files/economic-census/seventh%20economic%20census/Supervision%20level%20operational%20guidelines.pdf)

**C. HONORARIUM**

1. One-time honorarium of Rs. 10,000/- is payable to the Charge officers for State/ UT and Districts in the State/ UT. Equal honorarium is also payable to the officers assisting the charge officer i.e. nodal officer(s) of State/ UT at State level and DSO at District Level.
2. One-time honorarium of Rs. 20,000/- is payable to the second level supervisors nominated from State/ UT which includes TA/ DA, etc. **No separate TA/ DA is payable for the purpose.**

3. The consolidated payment to charge officers will be made in a consolidated manner after completion of fieldwork.
4. Payments to individual supervisors and charge officers will be the responsibility of State/ UT Government.
5. Payment will be made in the designated bank account to be operationalized by State/ UTs for the purpose through PFMS portal.

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18/06/19