



क्षेत्र कर्मचारियों के लिए अनुदेश  
**Instructions to Field Staff**  
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समाजार्थिक सर्वेक्षण  
**SOCIO-ECONOMIC SURVEY**  
(जुलाई, 2022- जून, 2023)  
(July, 2022 – June, 2023)

पारिवारिक उपभोग व्यय सर्वेक्षण: 2022-23  
**Household Consumption Expenditure Survey: 2022-23**

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# Chapter One

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## *Introduction: Coverage, Concepts, Design and Definitions*

### 1.0 Introduction

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1.0.1 The National Sample Surveys (NSS) are being conducted by the Government of India since 1950 to collect socio-economic data employing scientific sampling methods. Household Consumption Expenditure Survey 2022-23 will commence from July 2022.

### 1.1 Objectives of the survey

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#### 1.1.1 Household Consumption Expenditure Survey 2022-23:

Information collected in the survey will be primarily used for preparation of weighting diagram through determination of budget shares of different commodity groups in total consumption for compilation of consumer price indices for rural and urban India. In addition, statistical indicators of level of living, social consumption and well-being, and inequalities therein will also be compiled from the data collected in the survey.

### 1.2 Outline of the Survey programme

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1.2.1 **Geographical coverage:** The survey will cover the whole of the Indian Union except the villages in Andaman and Nicobar Islands which are difficult to access.

1.2.2 **Survey Period:** The survey will commence from July 2022 and survey period will be of one year duration.

1.2.3 **Panel:** The survey period of Household Consumption Expenditure Survey will be divided into 10 panels, each of three months duration. The compositions of the panels are as follows:

Panel number	Time period
Panel 1	July 2022- September 2022
Panel 2	August 2022- October 2022
Panel 3	September 2022- November 2022
Panel 4	October 2022- December 2022
Panel 5	November 2022- January 2023
Panel 6	December 2022- February 2023
Panel 7	January 2023- March 2023
Panel 8	February 2023- April 2023
Panel 9	March 2023- May 2023
Panel 10	April 2023- June 2023.

In each of these panels, equal number of Sample First Stage Units (FSUs) will be allotted for survey with a view to ensure uniform spread of sample FSUs over the entire survey period. Each panel will have three months duration. Attempt should also be made to survey each of the FSUs during the designated time period of the panel in which it is allotted. Because of arduous field conditions, the restrictions need not be strictly enforced in Andaman and Nicobar Islands, Lakshadweep, Ladakh and rural areas of Arunachal Pradesh and Nagaland. In the first month of any panel HCQ (Household Characteristics) questionnaire and any one the questionnaire among FDQ (Food Items), CSQ (Consumables & Services) and DGQ (Durable Items) will be canvassed in selected households. In the second month, any one of the remaining two questionnaires not canvassed in first month will be canvassed and in the last month of any panel the last remaining questionnaire will be canvassed. Canvassing sequence of questionnaires in each month of a Panel for a particular FSU will be decided randomly.

**1.2.4 Questionnaires of enquiry:** During this survey, the following Questionnaires of enquiry will be canvassed:

Questionnaire LHQ	:	List of Households
Questionnaire HCQ	:	Household Characteristics
Questionnaire FDQ	:	Food Items
Questionnaire CSQ	:	Consumables & Services
Questionnaire DGQ	:	Durable Items

## 1.3 Sample Design

1.3.1 In this survey, a different methodology will be used for determining the consumption and expenditure of a household on different items. The complete set of information on consumption will be collected through three different questionnaires (FDQ, CSQ and DGQ) canvassed at different time points to a sample household. Apart from these three questionnaires, another questionnaire on household characteristics (HCQ) will also be

canvassed in a household. The sample households will be visited three times – in the first visit, listing of households will be done, sample households will be selected, Questionnaire on Household Characteristic (HCQ) and another Questionnaire (out of other three Questionnaires on consumption) will be canvassed. In the next two months, other two Questionnaires will be completed from the same household. Equal number of sample FSUs will be selected in a month. Thus it will be a **panel survey for a short duration where each sample FSU and each sample household will be retained for a period of three months.**

1.3.2 Although all three questionnaires on consumption will be canvassed to all selected households, sequence of questionnaire to be canvassed is also important since a suitable randomization will eliminate any bias due to any particular sequencing of questionnaire. Thus, all possible sequencing of questionnaires [(Q1, Q2, Q3), (Q1, Q3, Q2), (Q2, Q1, Q3), (Q2, Q3, Q1), (Q3, Q1, Q2) and (Q3, Q2, Q1)], where Q1 refers to FDQ, Q2 refers to CSQ and Q3 refers to DGQ, are desirable in the sample of households. If a sample household is found to be temporarily locked in second visit, the JSO/SE would visit the locked household any time later during the same month for canvassing the questionnaire. If the household is found to be locked during the entire month of second visit, the second and third visit questionnaires will be canvassed together at the time of third visit.

### **1.3.3 Number of sample households per FSU and minimum number of FSUs per stratum:**

18 sample households will be canvassed within an FSU in the following manner:

### **1.3.4 Distribution of 18 sample households per FSU:**

Sample households will be distributed in a manner to have all combinations of three questionnaires. *Three* sequences of questionnaires can be canvassed in each FSU. Annual number of sample FSUs may be selected in the form of 10 Panels with 2 Sub-samples in each panel. One panel will be of three months duration and in each sub-sample three particular sequences of questionnaires will be allotted so that all six sequences are accommodated in 2 sub-samples of each panel. The Panel 10 will start in the month 10 and will be completed in month 12.

An illustration for determination of canvassing sequence of the households belonging to different SSS with three different allocation scenarios leading to a total of 18 households is given in Section 1.4.19. If total no of listed households for a particular FSU is less than 18 then more or less equal number of households will be canvassed in each sequence.

The number of sample FSUs per stratum will be a minimum of 20 for each of rural/urban sector separately.

### 1.3.5 Formation of sub-units (SUs):

1.3.5.1 **Rural areas:** A rural village will be notionally divided into a number of sub-units (SU) of more or less equal population during the preparation of frame. Census 2011 population of villages will be projected by applying suitable growth rates and the number of SUs to be formed in a village will be determined apriori.

1.3.5.2 The above procedure of SU formation will be implemented in the villages with population *more than or equal to 1000 as per Census 2011*. In the remaining villages, no SU will be formed.

1.3.5.3 The number of SUs to be formed in the villages (with Census 2011 population 1000 or more) of the frame will be decided before selection of the samples following the criteria given below:

projected population of the village	no. of SUs to be formed
less than 1200	1
1200 to 2399	2
2400 to 3599	3
3600 to 4799	4
4800 to 5999	5
.....and so on	....

### 1.3.5.4 Special case:

1.3.5.4.1 For rural areas of (i) Himachal Pradesh, (ii) Sikkim, (iii) Andaman & Nicobar Islands, (iv) Uttarakhand (except four districts Dehradun, Nainital, Hardwar and Udham Singh Nagar), (v) Punch, Rajouri, Udhampur, Reasi, Doda, Kishtwar, Ramban of Jammu and Kashmir (vi) Ladakh and (vii) Idukki district of Kerala, numbers of SUs to be formed in a village will be determined in such a way that each SU contains 600 or less projected population. Further, SUs will not be formed in the villages in the above mentioned districts/States with population less than 500 as per Census 2011. In the remaining villages the number of SUs to be formed for these States/districts will be as follows:

projected population of the village	no. of SUs to be formed
less than 600	1
600 to 1199	2
1200 to 1799	3
1800 to 2399	4
2400 to 2999	5
.....and so on	....

1.3.5.4.2 For rural parts of Kerala, similar procedure as mentioned in para 1.3.5.3 above will be adopted with the modification that the SUs will be formed within Panchayat wards instead of villages.

1.3.6 **Urban areas:** SUs will be formed in urban sector also. The procedure will be similar to that adopted in rural areas except that SUs will be formed on the basis of households in the UFS frame instead of population, since UFS frame does not have population. Each UFS block with number of households more than or equal to 250 will be divided into a number of SUs. In the remaining UFS blocks, no SU will be formed.

1.3.6.1 The number of SUs to be formed in the UFS blocks of the frame will be decided before selection of the samples following the criteria given below:

number of households of the UFS block	no. of SUs to be formed
less than 250	1
250 to 499	2
500 to 749	3
750 to 999	4
1000 to 1249	5
.....and so on	....

### 1.3.7 Sampling Frame for First Stage Units (FSUs):

1.3.7.1 There will be no SU formation in uninhabited villages and villages (Panchayat wards for Kerala) with population less than 1000 as per Census 2011 (less than 500 as per Census 2011 for the areas mentioned in Para 1.3.5.4) and entire village will be considered as one FSU. All such villages (Panchayat wards for Kerala) will be the First Stage Units (FSUs).

1.3.7.2 In the remaining villages, notional sub-units (SUs) following the procedure as described in para 1.3.5.3 will be formed. Such SUs will be considered as First Stage Units (FSUs).

1.3.7.3 For the UFS blocks with less than 250 households, the entire UFS block will be considered as one FSU. In the remaining UFS blocks, the SUs will be considered as First Stage Units (FSUs).

1.3.7.4 List of FSUs as described above will be the sampling frame for respective cases.

### 1.3.8 Stratification of FSUs:

1.3.8.1 **Rural sector:** State/UT is basic geographical unit for Stratum formation. Two strata will be formed at the State/UT level.

(A) A special stratum will be formed at all-India level. This stratum will comprise all the uninhabited villages as per Census 2011.

(B) From the remaining villages, two more strata will be formed in each State/UT as follows:

(a) The villages (i) within a distance of 5 Kms from the district headquarter or (ii) within a distance of 5 Kms from a city/town with more than 5 lakh population, will form a stratum (stratum 1). The information will be obtained from the village directory of census 2011. The stratum will not be formed if there are less than 50 such villages in the State/UT.

(b) Rest of the villages will constitute another stratum (stratum 2).

**1.3.8.2 Urban sector:** In urban areas strata will be formed within each State/UT on the basis of size class of towns as per Census 2011 and the affluent and non-affluent blocks identified as per UFS frame.

The stratum numbers and their composition will be as follows:

stratum 11:	all 'affluent' UFS blocks of all towns with population less than 50,000
stratum 12:	all remaining UFS blocks of all towns with population less than 50,000
stratum 21:	all 'affluent' UFS blocks of all towns with population 50,000 or more but less than 3 lakhs
stratum 22:	all remaining UFS blocks of all towns with population 50,000 or more but less than 3 lakhs
stratum 31:	all 'affluent' UFS blocks of all towns with population 3 lakhs or more but less than 10 lakhs
stratum 32:	all remaining UFS blocks of all towns with population 3 lakhs or more but less than 10 lakhs
stratum 41, 42, 43, 44, ...	Stratum number for the Million plus towns within a state. Odd number will be for affluent blocks and even number will be for non-affluent blocks.

### 1.3.9 Sub-stratification of FSUs:

**1.3.9.1 Rural sector:** Three groups of villages will be formed within each stratum, except special rural stratum at all-India level as mentioned in para 1.3.8.1(A):

Group 1: all villages (Panchayat wards for Kerala) with Census 2011 population less than 250

Group 2: all villages (Panchayat wards for Kerala) with Census 2011 population more than or equal to 250 but less than 500

Group 3: remaining villages



The sample size for a rural stratum will be allocated among 3 groups in proportion to population. Let  $r_1$ ,  $r_2$  and  $r_3$  be the allocations to Group 1, Group 2 and Group 3 respectively. The villages within each group will be first arranged in ascending order of number of population. For all the three groups within each strata, ' $r_1/20$ '>1, ' $r_2/20$ '>1 and ' $r_3/20$ '>1, will imply formation of 2 or more sub-strata in each group. Sub-strata will be demarcated in Group 1, Group 2 and Group 3 respectively in such a way that each sub-stratum will comprise a group of villages (all SUs of a village considered together) of the arranged frame and have more or less equal population.

If number of FSUs in a particular Group is very small, no sub-stratum may be formed in that Group.

**1.3.9.2 Urban sector:** Let 'u' be the sample size allocated for an urban stratum. For all strata, if ' $u/20$ ' >1, implying formation of 2 or more sub-strata, all the UFS blocks within the stratum will be first arranged in ascending order of total number of households in the UFS blocks as per urban frame. Then sub-strata will be demarcated in such a way that each sub-stratum will comprise a group of UFS blocks (all SUs of a block considered together) having more or less equal number of households. If number of UFS blocks in a particular stratum is very small, no sub-stratum will be formed in that stratum.

**1.3.10 Total sample size (FSUs):** Total 15016 FSUs will be surveyed for the central sample at all-India level.

**1.3.11 Allocation of total sample to State/UTs:** The total number of sample FSUs will be allocated to the State/UTs in proportion to population as per Census 2011 subject to a minimum sample allocation of 40 FSUs to each State/UT in general.

**1.3.12 Allocation of State/UT level sample to rural and urban sectors:** State/UT level sample size will be allocated between two sectors in proportion to population as per Census 2011 with 1.5 weightage to urban sector. A minimum of 20 FSUs, each for rural and urban sector separately, will be allocated to each State/UT. For more urbanised big States like Maharashtra, Tamil Nadu etc., the urban allocation will be limited to rural sample size to avoid undue weightage to urban sector.

**1.3.13 Allocation to strata:** Within each sector of a State/ UT, the respective sample size will be allocated to the different strata in proportion to the population as per Census 2011. Stratum level allocation will be adjusted to multiples of 20 with a minimum sample size of 20.

*For special stratum formed at all-India level, 20 FSUs will be allocated.*

**1.3.14 Allocation to sub-strata:**

**1.3.14.1** Generally, allocation will be 20 for each sub-stratum in the rural/urban sector. However, allocation will be adjusted in case of constraints of sample size. Thus, allocations may be more than 20 in some cases, especially in case of smaller States/UT and States of North Eastern Region.

### 1.3.15 Selection of FSUs within a stratum/sub-stratum:

1.3.15.1 From all the substrata in both rural and urban sector within each stratum, required number of FSUs will be selected by Simple Random Sampling without Replacement (SRSWOR) scheme. After drawing the samples, the set of samples will be formed into 10 Panels with 2 Subsamples in each Panel. Each Panel x Subsample will have equal number of FSUs. If there are 'n' number of FSUs in a sub-stratum, 'n'/10 FSUs will be in each Panel and 'n'/20 FSUs in a Panel x Subsample. Panel numbers may be assigned in a sequential manner with first 'n'/10 samples assigned to Panel 1, next 'n'/10 samples assigned to Panel 2 and so on. Within each Panel, first half of the selected samples will be assigned to Subsample 1 and the other half assigned to Subsample 2. One Panel will be canvassed in each month – one Subsample for 3 sequences of Questionnaires and other Subsample for another 3 sequences of Questionnaires. **Note that these two subsamples are not independent.**

### 1.3.16 Formation of sub-units and listing of households

1.3.16.1 **Proper identification of the FSU boundaries:** The first task of the survey enumerator is to ascertain the exact boundaries of the village as per its identification particulars given in the sample list. The village may either itself be a sample FSU or may contain a sample FSU (i.e. SU). For urban samples, the boundaries of the UFS block may similarly be identified by referring to the map for that UFS block.

1.3.16.2 **Procedure of formation of SUs:** After identification of the boundaries of the village/ UFS block which contains the sample FSU, the village/ UFS block is to be divided into the number of SUs (say, D) as given in the sample list by more or less equalising the present population of the village/UFS block in which the sample FSUs are located. It is to be ensured that SUs formed are clearly identifiable in terms of physical landmarks. For villages/blocks where the number of SUs to be formed is 1 as per the sample list, no SU formation is required.

1.3.16.3 **Listing of households:** All the households of the sample FSU will be listed. Temporarily locked households will also be listed after ascertaining the temporariness of locking of households through local enquiry.

1.3.17 **Formation of Sub-divisions in the selected SU:** It has been observed in the previous rounds that there happen to be some extreme cases where the population/household of the selected SU is very high and listing becomes very difficult. To take care of such extreme situations, such SU may be sub-divided into a number of smaller units (Sub-divisions) and one of them may be randomly selected. Listing and selection of households may be done in the selected Sub-division unit only. The procedure for formation of Sub-divisions is same as that of formation of SUs within village/blocks. The listing of hamlets will not be required but Sub-divisions will be formed such that each Sub-division has more or less equal population and is a compact area.

**Note:** Sub-Unit will not be formed in the selected village if census 2011 population is less than 1000 or less than 500 for special rural areas, but if approximate present population of the selected village is found to be 1500 or more (750 or more for special rural areas) then although no sub-unit has been formed but sub-division will be formed based on approximate present population and one sub-division will be selected randomly for listing.

In case of Urban areas, Sub-Unit will not be formed in the selected UFS Block if number of households is less than 250, but if approximate present population of the UFS block is found to be 1500 or more then although no sub-unit has been formed but sub-division will be formed based on approximate present population and one sub-division will be selected randomly for listing.

The criteria for determining the number of Sub-divisions ( $D_1$ ) to be formed in the selected rural/urban SUs is as follows:

approx. present population of the SU	no. of Sub-divisions ( $D_1$ ) to be formed
less than 1500	1
1500 to 2399	2
2400 to 3599	3
3600 to 4799	4
4800 to 5999	5
.....and so on	....

### 1.3.17.1 Special case:

1.3.17.1.1 For rural areas of (i) Himachal Pradesh, (ii) Sikkim, (iii) Andaman & Nicobar Islands, (iv) Uttarakhand (except four districts Dehradun, Nainital, Hardwar and Udham Singh Nagar), (v) Punch, Rajouri, Udhampur, Reasi, Doda, Kishtwar, Ramban of Jammu (vi) Leh and Kargil districts of Ladakh region and (vii) Idukki district of Kerala, the criterion for determining the number of sub-divisions ( $D_1$ ) to be formed in rural SUs is as follows:

approx. present population of the SU	no. of Sub-divisions to be formed
less than 750	1
750 to 1199	2
1200 to 1799	3
1800 to 2399	4
2400 to 2999	5
.....and so on	....

### 1.3.18 Formation of second stage strata (SSS) and allocation of households in different SSS:

With a view to keep the listing work simple and less time consuming, it is suggested that three SSS may be formed within an FSU as follows:

SSS	Rural	Urban
SSS 1	Households with land possessed $>X$ , where $X$ is such that 5% of the households have land possessed more than $X$ as per NSS 77 <sup>th</sup> round SAS survey. This will be determined at State/UT level.	Households own one or more four wheeler cars for non-commercial use as on date of listing whose combined purchase price is more than Rupees 10 lakhs.
SSS 2	Households with land possessed $> Y$ and less than or equal to $X$ , where $Y$ is such that 20% of the households have land possessed more than $Y$ as per NSS 77 <sup>th</sup> round SAS survey. This will be determined at State/UT level.	Households own one or more four wheeler cars for non-commercial use as on date of listing whose combined purchase price is less than or equal to Rupees 10 lakhs.
SSS 3	Remaining households	Remaining households
Total number of sample households	18	18
	The allocation of households between the three SSS will be in proportion to the number of households listed in the respective SSS.	

#### Points to be noted regarding Ownership of Car:

- In case of purchase of a car through an intermediate financier (Bank Loan), even if repayment of loan amount has not been completed, it will come under SSS1 or SSS2 according to total purchase value of the car.
- If a household has booked a car with some initial payment but is yet to get ownership of the vehicle, the household will not be considered under SSS1 or SSS2.
- In case of purchase of a car through hire purchase, even if full payment has not been made, the purchase value of the car will be considered for determination of SSS.
- A car has been purchased by any member of the household who has shifted to a different city for his job or any other purpose and is not a household member on the date of the survey. His wife, son and other family members are presently using the car. In such a case, if the wife's household is selected for survey, this household will

be considered in SSS1 or SSS 2 as per purchase value of the car. In this case, ownership like possession of the car is to be considered.

**1.3.19 Selection of households:** The sample households from each SSS for each of the Questionnaires will be selected by SRSWOR.

If a selected household has shifted to outside the **selected Sub-unit (SU)** of the FSU during time of second visit or third visit, it will be considered as casualty. But if the household has shifted anywhere within the selected Sub-unit, the households will be surveyed during the subsequent visits.

## 1.4 Concepts and Definitions:

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**1.4.0** Important concepts and definitions used in different Questionnaires of this survey are explained below.

**1.4.1 Population coverage:** The following rules regarding the population to be covered are to be remembered in listing of households and persons:

1. Under-trial prisoners in jails and indoor patients of hospitals, nursing homes etc., are to be excluded, but residential staff therein will be listed while listing is done in such institutions. The persons of the first category will be considered as members of their parent households and will be counted there. Convicted prisoners undergoing sentence will be outside the coverage of the survey.
2. Floating population, i.e., persons without any normal residence will not be listed. But households residing in open space, roadside shelter, under a bridge, etc., more or less regularly in the same place, will be listed.
3. Neither the foreign nationals nor their domestic servants will be listed, if by definition the latter belong to the foreign national's household. If, however, a foreign national becomes an Indian citizen for all practical purposes, he or she will be covered.
4. Persons residing in barracks of military and paramilitary forces (like police, BSF, etc.) will be kept outside the survey coverage due to difficulty in conduct of survey therein. However, civilian population residing in their neighbourhood, including the family quarters of service personnel, are to be covered. Permission for this may have to be obtained from the appropriate authorities.
5. Orphanages, rescue homes, ashrams and vagrant houses are outside the survey coverage. However, the residential staff of these institutions may be listed. People staying in old age homes will be covered in the survey.

**1.4.2 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.

**1.4.3 Household:** A group of persons normally living together and taking food from a common kitchen will constitute a household. It will include temporary stay-aways (those whose total period of absence from the household is expected to be less than 6 months during

the survey period) but exclude temporary visitors and guests (expected total period of stay less than 6 months during the survey period). Even though the determination of the actual composition of a household will be left to the judgment of the head of the household, the following procedures will be adopted as guidelines.

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

(ii) In deciding the composition of a household, more emphasis is to be placed on 'normally living together' than on 'ordinarily taking food from a common kitchen'. In case the place of residence of a person is different from the place of boarding, he or she will be treated as a member of the household with whom he or she resides.

(iii) A resident employee, or domestic servant, or a paying guest (but not just a tenant in the household) will be considered as a member of the household with whom he or she resides even though he or she is not a member of the same family.

(iv) When a person sleeps in one place (say, in a shop or in a room in another house because of space shortage) but usually takes food with his or her family, he or she should be treated not as a single member household but as a member of the household in which other members of his or her family stay.

(v) If a member of a family (say, a son or a daughter of the head of the family) stays elsewhere (say, in hostel for studies or for any other reason), he/ she will not be considered as a member of his/ her parent's household. However, he/ she will be listed as a single member household if the hostel is listed.

**1.4.4 Household size:** The number of members of a household is its size.

**1.4.5 Household's consumption expenditure (Rs.): Household Consumption Expenditure (HCE), in the easiest way can be defined as expenditure incurred by households on consumption of goods and services, i.e., on goods and services used for the direct satisfaction of individual needs and wants or the collective needs of members of the community and not for further transformation in production.**

In addition, the following must be added to make the definition of HCE exhaustive –

(i) the imputed expenditure by households on goods and services produced as outputs of unincorporated enterprises owned by them and retained for their own use

(ii) the imputed expenditure by households on goods and services received by them as remuneration in kind.

Both these additions can be regarded as imputed values of costs incurred by households to obtain consumption of goods and services for own use. Thus, the actual final consumption of households consists of the consumption of goods and services acquired by individuals by expenditures (including imputed expenditures of the kinds described above) or through social transfers in kind received from other households, from government units or from non-profit institutions serving households (NPISHs).

**Household consumption expenditure (HCE)** during a specified period, called the reference period, may thus, be defined as the total of the following:

- (a) expenditure incurred by households on ‘consumption of goods and services’ during the reference period
- (b) imputed value of goods and services produced as outputs of household (proprietary or partnership) enterprises owned by households and used by their members themselves during the reference period
- (c) imputed value of goods and services received by households as remuneration in kind during the reference period
- (d) Imputed value of goods and services received by households through social transfers in kind received from government units or non-profit institutions serving households (NPISHs) and used by households during the reference period.

**1.4.6 Household type:** The household type, based on the means of livelihood of a household, is decided on the basis of the sources of the household's income during the 365 days preceding the date of survey. For this purpose, only the household's income (net income and not gross income) from economic activities is to be considered; but the incomes of servants and paying guests are not to be taken into account.

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

self-employed in agriculture	1
self-employed in non-agriculture	2
regular wage/salary earning in agriculture	3
regular wage/salary earning in non-agriculture	4
casual labour in agriculture	5
casual labour in non-agriculture	6
others	9

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

self-employed	1
regular wage/salary earning	2
casual labour	3
others	9

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

- Firstly, the households, which do not have any income from economic activities, shall be classified under “*others*”.
- Out of the remaining households, the household’s income from economic activities will be considered. A household will be first categorized as ‘*self-employed*’, ‘*regular wage/salary earning*’ or ‘*casual labour*’ depending on the single major source of its income during last 365 days from self-employment, regular wage/salaried employment or casual labour employment, respectively.
  - For a household, which has major income from self-employment (i.e., income from self-employment is more than the earning of each of regular wage/salary and casual labour), the broad household type will be *self-employed*.
  - For a household, which has major income from regular wage/salary, the broad household type will be *regular wage/salary earning*.
  - For a household, which has major income from casual labour, the broad household type will be *casual labour*.
- Within each of the broad category of *self-employed*, *regular wage/salary earning* and *casual labour* households, two specific household types, viz., ‘in agriculture’ and ‘in non-agriculture’ will be distinguished, depending on their major income from agricultural activities (sections A of NIC-2008) and non-agricultural activities (rest of the NIC-2008 sections, excluding section A) during last 365 days. However, **working in fisheries is excluded** from the purview of agricultural activities.
- The specific household types for the households whose major source of income during last 365 days is from self-employment are “*self-employed in agriculture*” and “*self-employed in non-agriculture*”.
- Similarly, the specific household types for the households whose major source of income during last 365 days is from *regular wage/salary earning* are “*regular wage/salary earning in agriculture*” and “*regular wage/salary earning in non-agriculture*”.
- Also, the specific household types for the households whose major source of income during last 365 days is from employment as casual labour are “*casual labour in agriculture*” and “*casual labour in non-agriculture*”.

**1.4.6.2 For urban areas:** The different household types correspond to four sources of household income, unlike the rural sector where seven sources are considered. An urban household will be assigned the type self-employed, regular wage/salary earning, casual labour or others corresponding to the major source of its income from economic activities during the last 365 days. A household which does not have any income from economic activities will be classified under others.



**1.4.7 Economic activity:** The entire spectrum of human activity falls into two categories: economic activity and non-economic activity. Any activity that results in production of goods and services that adds value to national product is considered as an economic activity. 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. Such activities include production of all goods and services for market including those of government services, etc. Non-market activities include those involving the production of primary commodities for own consumption and own account production of fixed assets.

1.4.7.1 The full spectrum of economic activities as defined in the UN System of National Accounts (SNA 2008) is not covered in the definition adopted for this survey. Production of any good for own consumption is considered as economic activity by UN System of National Accounts but production of only primary goods for own consumption is considered as economic activity in NSS. While the former includes activities like own account processing of primary products among other things, in the NSS surveys, processing of primary products for own consumption is not considered as economic activity. However, it may be noted that ‘production of agricultural goods for own consumption’ covering all activities up to and including stages of threshing and storing of produce for own consumption, comes under the coverage of the economic activities in NSS.

1.4.7.2 The term ‘economic activity’ will include:

(i) all the market activities described above, i.e., the activities performed for pay or profit which result in production of goods and services for exchange,

(ii) of the non-market activities,

(a) all the activities relating to the primary sector (i.e., industry Divisions 01 to 09 of NIC-2008) which result in production (including free collection of uncultivated crops, forestry, firewood, hunting, fishing, mining, quarrying, etc.) of primary goods, including threshing and storing of grains for own consumption.

and

(b) the activities relating to the own-account production of fixed assets. Own account production of fixed assets include 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 in the capacity of either a labourer or a supervisor.

The activities like prostitution, begging, etc., which may result in earning, will not be considered as economic activities for the survey.

**1.4.8 Industry and occupation of the economic activity:** The sector of the economic activity in which a person is found engaged is his/her industry of work and the corresponding occupation is the occupation of the person. Industry of work is identified using National Industrial Classification-2008 (NIC-2008) and occupation of the work is identified using National Classification of Occupation-2015 (NCO-2015).

**1.4.8.1 Procedure for determining 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. For collection of information on household principal industry, National Industrial Classification-2008 (NIC-2008) will be used and for collection of information on household principal occupation, National Classification of Occupation-2015 (NCO-2015) will be used.

**1.4.9 Broad Activity Status:** It is the activity situation relating to participation in economic and/or non-economic activities in which a person is found engaged during a reference period. The three broad activity statuses during a reference period are identified as:

- (i) Working or being engaged in economic activity (work),
- (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, as mentioned in (i) & (ii) above, are associated with 'being in labour force' and the last with 'not being in the labour force'. Within the labour force, activity status (i) above is associated with 'employment' (or worker) and activity status (ii) with 'unemployment'

The constituents of employed, unemployed, labour force and 'out of labour force' are explained below:

(a) *Workers (or employed)*: Persons who, during the reference period, are engaged in any economic activity or who, despite their attachment to economic activity, have temporarily abstained from work for reasons of illness, injury or other physical disability, bad weather, festivals, social or religious functions or other contingencies constitute workers. Unpaid helpers who assist in the operation of an economic activity in the household farm or non-farm activities are also considered as workers.

(b) *Seeking or available for work (or unemployed)*: Persons, who, during the reference period, owing to lack of work, had not worked but either sought work through employment exchanges, intermediaries, friends or relatives or by making applications to prospective employers or expressed their willingness or availability for work *under the prevailing condition of work and remuneration* are considered as those who are 'seeking or available for work' (or unemployed).

(c) *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.

(d) *Out of labour force*: Persons who are neither 'working' and at the same time nor 'seeking or available for work' during the reference period are considered to be 'out of labour force'.

**1.4.10 Usual 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 long time (major time criterion) during the 365 days preceding the date of survey is considered the usual principal activity status of the person. To decide the usual principal activity of a person, he/ she is first categorised as belonging to the labour force or not, during the reference period on the basis of major time criterion. Persons, thus adjudged as not belonging to the labour force are assigned the broad activity status 'neither working nor available for work'. For the persons belonging to the labour force, the broad activity status of either 'working' or 'not working but seeking and/ or available for work' is then ascertained again on the basis of the relatively long time spent in the labour force during the 365 days preceding the date of survey. Within the broad activity status so determined, the detailed activity status category of a person pursuing more than one such activity will be determined again on the basis of the 'relatively long time spent' criterion.

**1.4.11 Workers (or employed):** Persons who, during the reference period, are engaged in any economic activity or who, despite their attachment to economic activity, have temporarily abstained from work for reasons of illness, injury or other physical disability, bad weather, festivals, social or religious functions or other contingencies constitute workers. Unpaid helpers who assist in the operation of an economic activity in the household farm or non-farm activities are also considered as workers. All the workers are assigned one of the

detailed activity statuses under the broad activity category 'working or being engaged in economic activity'.

It may be noted that workers have been further categorized as *self-employed*, *regular wage/salaried employee* and *casual wage labourer*. These categories are defined in the following paragraphs.

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

**1.4.12.1 Self-employed: Self-employed:** 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 deemed to be self-employed in household enterprises. The essential feature of the self-employed is that they have *autonomy* (i.e., how, where and when to produce) and *economic independence* (i.e., market, scale of operation and money) for carrying out their operation. The remuneration of the self-employed consists of a non-separable combination of two parts: a reward for their labour and profit of their enterprise.

The self-employed persons are further categorised into the following three groups:

(i) *own-account workers*: They are the self-employed who operate their enterprises on their own account or with one or a few partners and who during the reference period by and large, run their enterprise without hiring any labour. They may, however, have unpaid helpers to assist them in the activity of the enterprise.

(ii) *employers*: The self-employed persons who work on their own account or with one or a few partners and by and large run their enterprise by hiring labour are the employers.

(iii) *helpers in household enterprise*: The helpers are a category of self-employed persons who keep themselves engaged in their household enterprises, working full or part time and do not receive any regular salary or wages in return for the work performed. They do not run the household enterprise on their own but assist the related person living in the same household in running the household enterprise.

**1.4.12.2** There is a category of workers who work at a place of their choice which is outside the establishment that employs them or buys their product. Different expressions like 'home workers', 'home based workers' and 'out workers' are generally used synonymously for such workers. For the purpose of this survey, all such workers will be categorised as 'self-employed'. The 'home workers' have *some degree of autonomy* and *economic independence* in carrying out the work, and their work is not directly supervised, as is the case for the *employees*. Like the other self-employed, these workers have to meet certain costs, like actual or imputed rent on the buildings in which they work, costs incurred for heating, lighting and power, storage or transportation, etc., thereby indicating that they have some tangible or intangible means of production. It may be noted that *employees* are not required to provide such inputs for production.

1.4.12.3 It may further be elaborated that the ‘putting out’ system prevalent in the production process in which a part of production which is ‘put out’ is performed in different household enterprises (and not at the employers’ establishment). For example, *bidi* rollers obtaining orders from a *bidi* manufacturer will be considered as home workers irrespective of whether or not they were supplied raw material (leaves, *masala*, etc.), equipment (scissors) and other means of production. The fee or remuneration received consists of two parts - the share of their labour and profit of the enterprise. In some cases, the payment may be based on piece rate. Similarly, a woman engaged in tailoring or embroidery work on order from a wholesaler, or making *pappad* on order from some particular unit/ contractor/ trader at her home will be treated as ‘home worker’. On the other hand, if she does the work in the employers’ premises, she will be treated as *employee*. Again, if she is not undertaking these activities on orders from outside, but markets the products by herself/ other household members for profit, she will be considered as an own account worker, if of course, she does not employ any hired help more or less on a regular basis.

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

1.4.12.5 **Casual wage labour:** A person casually engaged in other’s farm or non-farm enterprises (both household and non-household) and getting in return wage according to the terms of the daily or periodic work contract is a casual wage labour. Usually, in the rural areas, one category of casual labourers can be seen who normally engage themselves in ‘*public works*’ activities.

1.4.13 **Hospitalisation:** Hospitalisation means admission as in-patient – for treatment of ailment or injury, or for childbirth –to any medical institution. Medical institution here refers to any institution having provision for admission of sick persons as in-patients for treatment – all Primary Health Centres, Community Health Centres, all public/government hospitals (district hospitals/state general hospitals/ medical college hospitals etc.) and all private hospitals (run by charitable organisations or NGOs or trusts, private nursing home, day care centre, private medical college and hospital, super-speciality hospital, etc.). Further, childbirths sometimes take place in Health Sub-Centres; such cases of delivery will also be considered as hospitalisation. Surgeries undergone in temporary camps set up for treatment of ailments, such as eye camps, will also be treated as cases of hospitalisation.

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

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

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

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

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

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

1.4.16 **Land leased-out and leased-in:** (i) Land given to others on rent or free by owner of the land without surrendering the right of permanent heritable title is defined as land leased-out. It is defined as land leased-in if it is taken by a household on rent or free without any right of permanent or heritable possession. The lease contract may be written or oral. If the

lease contract is written then it is considered as ‘recorded lease’ and if the lease contract is oral then it is considered as ‘non-recorded lease’.

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

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

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

### 1.4.19 Canvassing sequence of questionnaires among the selected household in a particular FSU:

All the selected households from a particular FSU of sub-sample 1 for detailed questionnaires canvassing will be assigned a running serial number starting from 1. Numbering will start from households of SSS 1. After completion of numbering of households of SSS1, households of SSS2 will be assigned running serial numbers and lastly, household belonging to SSS3 will be assigned number. Highest serial number will be 18 or less. The methodology for canvassing of the combination of questionnaires in different selected households of the three SSS is described below:

Case I: All the SSS have 6 selected households.

SSS	Total number of selected households	Serial number allotted to the selected households	Sequence of questionnaires		
			Q1, Q2, Q3	Q1, Q3, Q2	Q2, Q1, Q3
			Sample household number		
1	6	1,2,3,4,5,6	1	2	3
			4	5	6
2	6	7,8,9,10,11,12	7	8	9
			10	11	12
3	6	13, 14, 15, 16, 17, 18	13	14	15
			16	17	18

Case II: One or more SSS have less than 6 selected households.

SSS	Total number of selected households	Serial number allotted to the selected households	Sequence of questionnaires		
			Q1, Q2, Q3	Q1, Q3, Q2	Q2, Q1, Q3
			Sample household number		
1	5	1,2,3,4,5	1	2	3
			4	5	-
2	7	6,7,8,9,10,11,12	-	-	6
			7	8	9
			10	11	12
3	6	13, 14, 15, 16, 17, 18	13	14	15
			16	17	18



Case III: Total number of selected households is less than 18.

SSS	Total number of selected households	serial number allotted to the selected households	sequence of questionnaires		
			Q1, Q2, Q3	Q1, Q3, Q2	Q2, Q1, Q3
			Sample household number		
1	4	1,2,3,4	1	2	3
			4	-	-
2	6	5,6,7,8,9,10	-	5	6
			7	8	9
			10	-	-
3	5	11,12,13, 14, 15	-	11	12
			13	14	15

For households selected from Sub-sample 2 FSUs, the three different Questionnaires will be canvassed in the sequence [(Q2, Q3, Q1), (Q3, Q1, Q2) and (Q3, Q2, Q1)]. Allotment of sequence of questionnaires among the selected households will be made in an identical manner as described above.

**Table 1: allocation of sample FSUs in Household Consumption Expenditure Survey: 2022-23**

State/UT	number of sample FSUs		
	central sample		
	total	rural	urban
(1)	(2)	(3)	(4)
ANDHRA PRADESH	601	361	240
ARUNACHAL PRADESH	240	160	80
ASSAM	481	341	140
BIHAR	962	762	200
CHHATTISGARH	280	160	120
GOA	40	20	20
GUJARAT	640	320	320
HARYANA	300	160	140
HIMACHAL PRADESH	142	82	60
JHARKHAND	361	221	140
KARNATAKA	721	381	340
KERALA	420	220	200
MADHYA PRADESH	802	482	320
MAHARASHTRA	1320	660	660
MANIPUR	340	180	160
MEGHALAYA	180	120	60
MIZORAM	200	80	120
NAGALAND	180	120	60
ODISHA	521	381	140
PUNJAB	340	180	160
RAJASTHAN	761	501	260
SIKKIM	120	80	40
TAMIL NADU	820	420	400
TELANGANA	380	200	180
TRIPURA	280	180	100
UTTAR PRADESH	1708	1108	600
UTTARAKHAND	160	100	60
WEST BENGAL	1020	600	420
A & N ISLANDS	60	40	20
CHANDIGARH	40	20	20
D & N HAVELI & DAMAN &			
DIU	40	20	20
DELHI	220	20	200
JAMMU & KASHMIR	200	100	100
LADAKH	40	20	20
LAKSHADWEEP	34	14	20
PUDUCHERRY	60	20	40
ALL - INDIA	15016	8836	6180

*Note: Special rural stratum allocation at all-India level is included in rural allocation*

# Chapter Two

## Questionnaire LHQ: List of Households

**2.0.0 Introduction:** Questionnaire LHQ is meant for listing of all the houses and households residing in the sample first stage unit (FSU). Some household information like land possession of the households (only in rural areas), whether household owns one or more four wheeler cars for non-commercial use (only in urban areas) will be collected in this questionnaire. These auxiliary information will be used for grouping the households into different second-stage-strata (SSS). The sampling frames for selection of households will be prepared and details of the selection of sample households will be recorded in this questionnaire. Whenever sub-units (SU) are required to be formed, particulars relating to the formation of SUs and identification of the selected SU are also to be recorded in this questionnaire. Concepts and definitions of various items have been given in Chapter One.

### 2.0.1 Description of the different Sections of the Questionnaire:

Section 0:	descriptive identification of sample FSU
Section 1:	identification of sample FSU
Section 2:	particulars of field operations
Section 3:	sketch map of sub-units (SU) formation
Section 3.1:	sketch map of Sub-division formation
Section 4.1:	list of hamlets (only for rural samples with SU formation)
Section 4.2:	list of sub-units (SU) and identification of selected SU
Section 4.3:	list of Sub-divisions of selected SU with population equal to or more than 1500 (750 for special cases) and selection and identification of selected Sub-division
Section 5:	list of households and structures
Section 6:	particulars of sampling household
Section 7:	remarks by JSO/SE
Section 8:	comments by supervisory officer(s)

**2.0.2 Unit of survey:** The first stage unit (FSU) is the village/UFS block/SU depending on the sampling frame. The Junior Statistical Officer (JSO)/Survey Enumerator (SE), on arrival at a sample FSU, will ascertain the exact boundaries of the village/UFS block which contains the SU. This may be done with the help of the village officials like patwari, panchayat authorities etc. for rural areas and with the help of UFS maps/ ward maps/ town maps in the urban areas.

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

The procedure for listing hamlets and forming SUs is outlined below.

**2.0.3.1 Procedure:** In a large village, 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 village (e.g. enumeration blocks or groups of census house numbers or geographically distinct blocks of houses) may be treated as 'hamlets'. Large hamlets may be divided artificially to achieve more or less equal population content for the purpose of SU formation. The procedure for formation of SU is best described, perhaps, by listing sequentially the steps involved:

- (i) Identify the hamlets as described above.
- (ii) Ascertain approximate present population of each hamlet.
- (iii) Draw a notional map in Section 3 showing the approximate location of the hamlets and number them in a serpentine order starting from the northwest corner and proceeding southwards. While drawing this map, uninhabited area (non-*abadi* area) of the village will be included as part of nearby hamlet, so that no area of the village is left out. The boundaries of the hamlets may be defined with the help of some landmarks like canals, footpaths, railway lines, roads, cadastral survey plot numbers etc., so that it would be possible to identify and locate the geographical boundaries of the SUs to be formed in the village.
- (iv) List the hamlets in Section 4.1 in the order of their numbering. Indicate the present population content in terms of percentages.
- (v) Group the hamlets into D number of SUs. *The criteria* to be adopted for SU formation are *equality of population content and geographical contiguity* (numbering of hamlets is not to be adopted as a guideline for grouping). *In case there is a conflict* between the two aspects, *geographical contiguity is to be given priority*. However, difference between the population of the smallest and the largest SU formed may be kept at minimum to the extent possible. Indicate the grouping in the map.

(vi) Number the SUs serially in column (1) of Section 4.2. The SU containing hamlet number 1 will be numbered as 1, the SU with next higher hamlet number not included in SU 1 will be numbered as 2 and so on. Indicate the numbers also in the notional map. It is quite possible that an SU may not be constituted of hamlets with consecutive serial numbers.

**2.0.4 Formation of SUs in urban areas:** If an UFS block has 250 or more households, it will be necessary to form SUs. Procedure for formation of SU is the same as that for the formation of SUs in the case of villages. Here the SUs are to be formed artificially by dividing the block into a certain number (say, D) of groups *by more or less equalizing the population giving priority to geographical compactness* within each SU as per the criterion specified in Chapter One. The number of SUs to be formed (i.e. the value of D) will be provided in the sample list. SUs will be numbered serially in column (1) of Section 4.2. After formation of SU's in the sample village/block, the selected sample SU will be identified as per the sample list.

**2.0.5 Formation of Sub-divisions of SU:** If the approximate present population of a selected SU is found to be equal to or more than 1500 (750 for special cases in rural), Sub-divisions will be formed in the selected SU to control the workload of listing. The selected SU will be divided into a number of Sub-divisions ( $D_1$ ) depending on the approximate population of the SU as described in Chapter One. The procedure will be similar to the formation of SU within the block as described in para 2.0.4. Each of the Sub-divisions will have more or less equal population and will be geographically compact.

**2.0.6 Starting point for listing:** Having determined the area unit to be surveyed, the JSO/SE will proceed to list the houses and households in this area unit. The listing may be done in the same order as that of the 2011 Census order of house listing. If the census order of house listing is not available, the listing may be started from the northwest corner of the FSU and proceeding southwards in serpentine order. While listing the households, some essential minimum particulars about the households will be collected for the purpose of formation of second stage strata.

**2.0.7** The procedures to be followed for filling up the various Sections of the Questionnaire LHQ are described in the following paragraphs.

## 2.1 Section 0: Descriptive identification of sample FSU

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### ✓ OBJECTIVES AND SCOPE

This section is meant for recording descriptive identification particulars of the sample FSU such as State/UT, district, sub-district/ Tehsil, town name / village name, investigator unit no, block no. A dash (-) may be recorded against not applicable items (items 5 and 6 i.e. investigator unit and block are not applicable for rural sample). **Sample sub unit number**

**will be identified in section 4.2 after formation of required number of sub unit in the section 4.2.**

✓ **IMPLEMENTATION NOTES**

These items will be auto populated from the sample list prepared as per the sample design described in Chapter one.

## 2.2 Section 1: Identification of sample FSU

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✓ **OBJECTIVES AND SCOPE**

This Section is meant for recording the identification particulars of the sample FSU in terms of codes or numbers.

✓ **IMPLEMENTATION NOTES**

- ❖ Items 1.1, 1.4 – 1.13 and 1.15 will be auto populated from the sample list.
- ❖ Item 1.14, 1.16 – 1.19 will be ascertained in the field and entered.
- ❖ Item 1.16 will be filled in after identification of selected Sub-Unit in section 4.2.
- ❖ Item 1.19 will be filled in only when code in item 1.18 is 4 – 7.

➤ **Some items of the Section are explained below.**

### 2.2.1 Item 1.12: frame code:

The different types of frames used for selection of FSUs are indicated by 'frame code' available in the sample list. The frame codes are:

**Rural:** 2011 census – 16

**Urban:** 2007-12 UFS – 15, 2012-17 UFS – 17

### 2.2.2 Item 1.13: population of village or number of households of UFS block:

This item will contain the Census 2011 population of the village (in which the sample SU is located) or the number of households of the UFS block (in which the sample SU is located).

### 2.2.3 Item 1.14: approximate present population of the entire village/ UFS block (in which the SU is situated):

The JSO/SE will first ascertain the approximate present population of the entire village/UFS block containing the sample SU taking into consideration the normal growth of population along with any abnormal influx of population into or exodus of population from the village/UFS block. This may be ascertained mainly from the knowledgeable persons by putting certain probing questions. The starting point can be 2011 Census population. In the case of large difference with census population, it may be asked whether there has been any abnormal influx into or exodus from the village after the census or the village has been split or partly merged with other village/urban area. If so, the approximate increase or decrease of population due to such events or any new settlements that have come up in the rural/urban area after the census is to be ascertained. **In the case of large difference between frame population and approximate present population, adequate remarks for such differences should be recorded in Section 7/ 8.**

### 2.2.4 Item 1.16: approximate present population of selected SU:

Approximate present population of the selected Sub-unit will be recorded here. **This item will be filled up after identification of selected Sub-unit in section 4.2.**

### 2.2.5 Item 1.17: number of Sub-divisions of SU to be formed (D<sub>1</sub>):

The total number of Sub-divisions to be formed will be determined according to the criterion given in Chapter One and will be entered here as the value of D<sub>1</sub>.

### 2.2.6 Item 1.18: Survey code:

The survey codes are:

selected FSU surveyed:	
inhabited	1
uninhabited	2
zero case	3
originally selected FSU not surveyed but substitute FSU surveyed:	
inhabited	4
uninhabited	5
zero case	6
selected FSU casualty	7

Some examples of zero cases are: FSUs comprising wholly the barracks of military and paramilitary forces (like CRPF, BSF etc.), rural areas declared as urban areas and now forming

part of UFS frame used for urban sampling, FSUs wholly submerged under water in a dam or FSUs with the whole population evicted because of acquisition of land to construct a new factory or other project work etc. with no chance of habitation in future. As against this, the FSU 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 or 5 as the case might be. If the substitute FSU cannot be surveyed, survey code will be 7. ***If a substitute FSU is surveyed (i.e. survey codes 4 – 6), the name of the village, its frame population must be mentioned in the remark/comments in Section 7/8. Also the items 1.13 and 1.15, which were auto populated from the sample list, will be revised as per latest information regarding the substituted FSU.***

### 2.2.7 Item 1.19: 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 1.18), the reason for its becoming a casualty will be recorded in terms of code against item 1.19. The codes are:

Original sample FSU:	
not identifiable/ traceable	1
not accessible	2
restricted area (not permitted to survey)	3
others (specify)	9

If code in item 1.18 is 1 – 3, this item will be left blank. *Cases of FSUs comprising wholly the barracks of military and paramilitary forces will not be considered as restricted area for providing code 3 against item 1.19. As stated earlier, such cases will be considered as surveyed and will be treated as zero cases.*

## 2.3 Section 2: Particulars of field operations

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### ✓ OBJECTIVES AND SCOPE

This Section will record the details of field work by JSO/SE/SSO/SS for canvassing the questionnaire / supervising the survey work such as name, code, date of commencement and completion etc.



### ✓ **IMPLEMENTATION NOTES**

- ❖ Name/ employee code of JSO/SE will be recorded in the items no 2.1 and 2.2.
- ❖ Name and code of the SSO / SS will be recorded in item 2.3.
- ❖ In item 2.4, date of commencement of survey, date of completion of survey, receipt of questionnaires by SSO from JSO/SE, scrutiny and despatch of questionnaire by SSO/SS will be recorded in DDMMYY format. For entering date of commencement of survey/ inspection the date when commencement of identification of FSU was started will be recorded. But while entering date of completion of survey/inspection, the date when completion of listing and selection of households is completed will be recorded.
- ❖ Total time taken (in hours) to canvass the questionnaire LHQ by the team of field officials will be recorded in item 2.5.
- ❖ Relevant remarks/comments will be recorded in item 2.6 and 2.7 by JSO/SE and SSO/SS.

## **2.3 Section 3: Sketch map for sub-units (SUs) formation**

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### ✓ **OBJECTIVES AND SCOPE**

To draw a notional map to show the location, boundaries, etc. of hamlets, SUs in the village/block. This will help in formation of SUs and identification of selected SU.

### ✓ **IMPLEMENTATION NOTES**

- ❖ For villages/UFS blocks requiring SU formation, the space provided in the Section shall be used to draw a free hand sketch-map of the village/UFS block showing the boundaries of the hamlets and SUs formed so that they may be identifiable in the field afterwards with the help of this map. It need not be drawn to scale. For villages, the serial numbers of the hamlets as given in column (1) of Section 4.1 will be written down on the map against each hamlet. The SU number given in column (1) of Section 4.2 to which the hamlet belongs will also be shown against each hamlet within brackets on the right side of the hamlet number. For urban areas also, the SUs will be numbered in the map. The area for the selected SU shall be shaded in the map. Selected SU will be identified in section 4.2.
- ❖ The sketch map will be drawn on paper and uploaded after scanning.
- ❖ No need to draw map when the value of D is 1.

## 2.4 Section 3.1: sketch map of Sub-division formation

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### ✓ OBJECTIVES AND SCOPE

To draw a notional map to show the location and boundaries of Sub-divisions formed in the selected SU when its present population is 1500 or more (750 or more for special areas in rural). This will help in formation of Sub-divisions and identification of selected Sub-division.

### ✓ IMPLEMENTATION NOTES

- ❖ For SU requiring formation of Sub-divisions, a freehand sketch map of the SU showing the boundaries of the Sub-divisions will be drawn in the spaces provided in this Section. The Sub-division number will be marked against each Sub-division corresponding to the number in column (1) of Section 4.3. The area of selected Sub-division will be shaded in the map.
- ❖ The sketch map of the Sub-division will be drawn on paper and scanned image uploaded.
- ❖ No need to draw map if selected SU has approximate population less than 1500 (750 for special areas in rural)

## 2.5 Section 4.1: List of hamlets (only for rural samples with SU formation)

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### ✓ OBJECTIVES AND SCOPE

To list all the hamlets in the village and form SUs.

### ✓ IMPLEMENTATION NOTES

- ❖ This Section is to be filled in only for the villages requiring formation of SU (i.e. for  $D > 1$ ). All the hamlets located in the village will be listed in the specified procedure described in para 2.0.3.
- ❖ There are three columns in the table provided in this Section which may be filled in.
  - **Three columns of the table are explained below**

#### 2.5.1 Column 1 : Serial number

This will be auto generated.

### 2.5.2 **Column 2:** Name of the hamlet :

Name of the hamlet will be entered here.

### 2.5.3 **Column 3:** Percentage of population of each hamlet

Present population of each hamlet will be ascertained from the knowledgeable person and percentage in respect of total approximate population of the village will be entered against each hamlet in whole number. Sum of all entries of column 3 will be equal to 100.

## 2.6 Section 4.2: List of sub-units (SU) and identification of selected SU

---

### ✓ **OBJECTIVES AND SCOPE**

This section is meant for recording the details of formation of sub-units and their selection. Reference may be made to paragraphs 2.0.3, 2.0.3.1 and 2.0.4 for the procedures of formation and numbering of SUs.

### ✓ **IMPLEMENTATION NOTES**

- ❖ To be filled only if D>1 in item 1.15 of Section 1.
- ❖ Each row in the table will contain information for one SU only
- ❖ The number of rows in this Section will be equal to the value of D as recorded in item 1.15 of Section 1.
- ❖ Column 2 will be entered for rural samples only.

### ➤ **Various columns of the table are explained below.**

**2.6.1 Column (1): serial no. of SU:** Serial number of SU will be auto generated.

**2.6.2 Column (2): serial no. of hamlet(s) in the SU (rural only):** This column is to be filled up only for rural FSUs. The serial numbers of the hamlets recorded in column (1) of Section 4.1 constituting each SU are to be recorded in column (2).

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

**2.6.4 Column (4): selected SU:** '1' will be recorded against the selected SU. This will be auto populated once the formation of SU is complete and SU numbers are assigned to each SU.

## **2.7 Section 4.3: List of Sub-divisions of selected SU with population equal to or more than 1500 (750 for special cases) and identification of selected Sub-division**

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### **✓ OBJECTIVES AND SCOPE**

This Section is meant for recording the details of formation of Sub-divisions within the selected SU and their selection. Reference may be made to paragraph 2.0.5 for the procedures of formation of Sub-divisions. The criterion of formation of Sub-division is described in paragraph 1.3.17 and 1.3.17.1 of Chapter one. D<sub>1</sub> number of Sub-divisions will be formed.

### **✓ IMPLEMENTATION NOTES**

- ❖ To be filled only when D<sub>1</sub> > 1 in item 1.17 of Section 1.
- ❖ The number of rows in the table in this section will be equal to the value of D<sub>1</sub>.
- ❖ There are three columns of each row to be filled in.

### **➤ Various columns of the table are explained below.**

#### **2.7.1 Column (1): serial no. of Sub-divisions:**

Serial number of Sub-divisions will be auto generated.

#### **2.7.2 Column (2): percentage (%) of population in the Sub-divisions:**

Approximate present population of the Sub-divisions in terms of percentage to approximate population of selected SU will be recorded in column (2) in whole number. Entries in this column should always add up to 100.

### 2.7.3 Column (3): selected Sub-division:

One Sub-division will be selected randomly. '1' will be recorded against the selected Sub-divisions in this column. CAPI will randomly select one sub-division.

## 2.8 Section 5: list of households and structures

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### ✓ OBJECTIVES AND SCOPE

Listing of all the houses and households along with collection of a few particulars for identification, preparation of sampling frame and formation of second stage strata for households is to be done in this Section.

### ✓ IMPLEMENTATION NOTES

- ❖ In this section, various informations are to be recorded for selected SU/Sub-division of SU.
- ❖ It is essential to ensure that there is no omission or duplication of any house or household. A house to house enquiry will be made to list all the houses and households. *Households, which are found to be locked at the time of listing (including such households which are absent in the present place for a period of less than six months during last one year) are also to be listed and included in the frame of households before sample selection.* After obtaining from the neighbours as much details as possible about the absentee households, attempt should be made to contact the households at the appropriate hours (even outside the normal working hours of the JSO/SE) and if required, by revisiting the households during the survey period in the sample FSU. While listing a house the JSO/SE shall find out how many households (including locked households) reside there and list all of them. After this, the JSO/SE will proceed to list the next house. In order to ensure complete listing of houses/ households, it is better to follow some definite order for listing. The order followed in 2011 Population Census may be adopted, wherever possible, taking care that any house that has come up later is not omitted; otherwise, listing may be done in serpentine manner starting from the north-west corner and moving southwards.

### ➤ Various items of Section 5 are described below.

#### 2.8.1 Item 5.1: house number:

All houses including vacant ones shall be listed by giving a house number. The 2011 Population Census house number or the number given by the local panchayat, municipality or other local bodies, may be used if available. The houses without such numbers will be given a separate

running serial number starting from 1 within brackets. Wherever house numbers are available, even if not for all the houses, the actual house numbers shall be recorded without any bracket. After listing all the households associated with a house, the next house shall be listed. For family living under a tree or bridge etc. (i.e. without any house), a ‘–’ may be put in this column.

**2.8.2 Item 5.2: is the house used only for non-residential purposes? (Yes- 1, No- 2)**

Code will be 1 if the house /structure have no households residing in it. Otherwise code will be 2.

**Branching and skipping:**

- If 1 in item 5.2, go to 5.1 and list the next house.
- If 2 in item 5.2, go to 5.3 and list the households.

**2.8.3 Item 5.3: household serial number:**

The household(s) normally residing in the house or in a fixed location (e.g. under a tree/ bridge/ open space etc.) listed in item 5.1 will be numbered in item 5.3. All households (including those found temporarily absent) will be given a running serial number starting from 1. In case of persons staying in, say, hostels and forming single member households, each of them will be listed as separate household giving a household serial number. Continuous serial number starting from 1 will be given in item (5.3) for the households in the FSU. This item will be left blank for vacant houses, non-residential buildings, etc.

**2.8.4 Item 5.4: name of head of the household:**

For a household having serial number in item 5.3, the name of head of the household shall be recorded here.

**2.8.5 Item 5.5: household size:** The size of the listed household is the total number of persons normally residing together and taking food from the same kitchen. It includes temporary stay-away and excludes temporary visitors. Domestic servants and paying guests staying with the households will be treated as household members. Any person staying or intending to stay for less than 6 months will be considered as temporary resident. For locked household information may be obtained from the neighbours as far as possible.

**2.8.6 Item 5.6: area of land possessed in acre: (for rural only)**

Total land possessed area of the household will be recorded in this item. Homestead land will also be considered in land possession. Land owned outside the FSU will also be considered here. The amount of land possessed may be collected in terms of acre. If collected in hectare then it is to be converted to acre for recording these codes. The conversion factors are:

1 acre =	0.405 hectare
1 hectare =	2.471 acre

Land possessed by servants and paying guests who are member of the employer's household will not be included here. Definition of land possession is given in chapter 1.

2.8.6.1 For locked households, efforts must be made to get the information from the neighbours. If no information is available even from the neighbours then zero will be entered in this column.

**2.8.7 Item 5.7: whether the household owns one or more four wheeler cars for non-commercial use? (Codes 1 – 2): (for urban only)**

If urban household owns one or more four wheeler cars for non-commercial use then code 1 may be reported otherwise code 2.

For locked households, efforts must be made to get the information from the neighbours. If no information is available even from the neighbours, code 2 will be entered in this item.

**2.8.8 Item 5.8: if 1 in 5.7, then total purchase value of four wheeler cars (code):**

The urban household which owns one or more four wheeler cars for non-commercial use, total purchase value of four wheeler cars in terms of code will be ascertained.

Code will be '1' if the value is more than 10 lakhs, otherwise '2' may be recorded. For determining the value, purchase value of the car will be considered. If the household owns more than one car, combined value will be considered while recording the code.

**2.8.9 Item 5.9: SSS number:**

SSS numbers for questionnaire will be auto generated considering the entries in items 5.6, 5.7 and 5.8.

SSS number for rural	
entry in item 5.6	SSS number in item 5.9
<u>land possession as on the date of survey</u>	
more than 'X'	
equal to or more than 'Y' but less than or equal to 'X'	
less than or equal to 'Y'	3

‘X’ is such that 5% of the households have land possession more than ‘X’ as per NSS 77<sup>th</sup> round Situation assessment survey of agricultural households (SAS). Here ‘Y’ is such that 20% of the households have land possession more than ‘Y’ as per NSS round SAS data. This cut off points (X, Y) has been determined at State/UT level.

<b>Table 1: The values of cut-off points X &amp; Y of land possessed in acres for rural sector by State/UT</b>		
state/u.t.	X	Y
(1)	(2)	(3)
Jammu & Kashmir	2.63	1.41
Himachal Pradesh	3.65	1.40
Punjab	9.08	1.61
Chandigarh(U.T.)	0.02	0.01
Uttrakhand	4.09	1.52
Haryana	8.27	3.03
Delhi	6.04	0.83
Rajasthan	12.03	4.52
Uttar Pradesh	4.02	1.61
Bihar	2.73	1.05
Sikkim	4.02	2.00
Arunachal Pradesh	4.65	3.40
Nagaland	6.05	4.70
Manipur	3.50	1.95
Mizoram	6.02	3.81
Tripura	2.20	1.20
Meghalaya	5.13	3.03
Assam	3.57	1.98
West Bengal	2.02	0.77
Jharkhand	3.18	1.80
Odisha	4.04	2.06
Chattisgarh	5.50	3.28
Madhya Pradesh	8.02	3.54
Gujarat	7.04	2.52
Daman and Diu & Dadra and Nagar Haveli	2.47	1.78
Maharashtra	8.01	3.28
Andhra Pradesh	5.57	2.25
Karnataka	7.53	3.11
Goa	2.71	0.84
Lakshadweep (U.T.)	0.31	0.22
Kerala	2.54	0.70
Tamilnadu	3.04	1.02
Puducherry (U.T.)	2.01	0.04



<b>Table 1: The values of cut-off points X &amp; Y of land possessed in acres for rural sector by State/UT</b>		
state/u.t.	X	Y
A and N Islands (U.T.)	4.94	1.31
Telangana	9.02	4.04
Ladakh (U.T.)	2.63	2.09

<b>SSS number for urban</b>		
<b>entry in item 5.7</b>	<b>entry in item 5.8</b>	<b>SSS number in item 5.9</b>
1	1	1
1	2	2
2		3

*SSS number in item 5.9 for both rural and urban sector will be auto populated in CAPI.*

#### **2.8.10 Item 5.10 – item 5.12: mobile number of head of the household or any other member of the household and land line number of the households:**

Mobile number of head of the household and any other member of the household will be recorded in item 5.10 and 5.11. If there is any landline telephone of the household same will be recorded in item 5.12.

2.9 On completion of item 5.12, next household will be taken up for listing and filling up of all the items. This process will be continued till all the households in the SU/Sub-division are listed.

#### **2.10 Allocation of sample households and selection of sample households:**

2.10.1 Number of households in the frame of each SSS will be auto generated from item 5.9. A number of sample households will be selected from each SSS of each type of Questionnaire. **A total of 18 households will be surveyed from each selected FSU. Second stage strata-wise (SSS) allocation of households will be proportional to the number of households listed in each SSS. No compensation of household/households will be done among SSS.**

### **2.11 Section 6: particulars of sampling of households**

#### **✓ OBJECTIVES AND SCOPE**

Particulars of sampling of households will be auto generated in this Section for selected FSU.

## ✓ IMPLEMENTATION NOTES

- ❖ Columns 2 will be auto generated by summing up the item 5.5 for each FSU
- ❖ Columns 4 and 5 will be auto generated from the item 5.9 for each SSS.
- ❖ Columns 6 and 7 will be auto generated from Section 1 of Questionnaires HCQ, FDQ, CSQ and DGQ for the corresponding rows of Section 6.
- ❖ Column 8 = Column 6 + Column 7.
- ❖ Column 9 = Column 5 – Column 8.

## ➤ Various items of Section 6 are described below.

**2.11.1 Column (2): population:** population will be obtained by summing up the item no 5.5 of section 5.

**2.11.2 Column (4): number of households listed (H):**

Total number of households listed in the frame of each SSS of the Questionnaire LCES 2022 will be auto generated from the entries in item 5.9 respectively

**2.11.3 Column (5): number of households selected (h):**

It is the allocation of sample households in each SSS. It will be auto generated.

**2.11.4 Columns (6), (7), (8) and (9):**

All these columns will be auto generated. Columns (6) and (7) may be filled up on the basis of survey codes given in Section 1 of Questionnaire HCQ, FDQ, CSQ and DGQ. The entries in columns (6) and (7) will be the number of filled-in questionnaires with the survey codes 1 & 2 for respective Questionnaire and SSS. Relations between columns are

- (i) Column (8) = column (6) + column (7) and (ii) column (9) = column (5) - column (8).

Entry against 'all (9)' will be auto generated as sum of entries in SSS 1 – 3 for all Questionnaires.

## 2.12 Section 7: remarks by investigators (JSO/SE):

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

## 2.13 Section 8: comments by supervisory officer(s):

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

**2.14 Substitution of sample households:** If the questionnaire HCQ and any of FDQ or CSQ or DGQ cannot be canvassed for a sample household in the first visit due to some reason or the other, it will be substituted by the next non-selected household having higher sampling serial number of the same SSS. The substitute for the one having last sampling serial number of a SSS will be the one having the smallest sampling serial number within the same SSS. If the substituted household again 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. Substitution may be attempted more than twice in some extreme cases to prevent occurrence of void SSS. **Substitution of the households will be done in the first visit only.**

## 2.15 Substitution of sample FSU:

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

The Deputy Director General (TC), DQAD, NSO  
Mahalanobis Bhawan,  
164, Gopal Lal Tagore Road, Kolkata- 700108.  
e-mail address: tc.dpd@mospi.gov.in

A copy of the letter may be given to:

The Deputy Director General (Co-ordination), SDRD, NSO  
Mahalanobis Bhawan,  
164, Gopal Lal Tagore Road, Kolkata- 700108.  
e-mail address: tc.sdrd-mospi@gov.in

If the substituted FSU has same problem as the original, correspondences may be made immediately so that another substitute can be provided to prevent stratum/sub-stratum from being void. In case no substitute FSU could be surveyed even with best efforts [i.e. code 7 in

item 1.18, Section 1], a blank Questionnaire LHQ will be submitted with only Sections 0, 1, 2, 7 and 8 filled in.

**All efforts must be made to ensure that at least one FSU is always surveyed from each stratum/ sub-stratum so as to prevent occurrences of void strata.**

(b) If a sample FSU is found to be depopulated at the time of survey, or its population has shifted elsewhere due to some natural calamity, or it is treated as a “zero-case”, it will not be substituted. It will be treated as a valid sample and blank Questionnaire LHQ with only Sections 0, 1, 2, 7 and 8 filled in will be submitted in such cases. The word ‘UNINHABITED’ or ‘ZERO CASE’, as appropriate will be written on the top of the front page of the questionnaire in such cases. However, in Arunachal Pradesh and possibly elsewhere also in the hill tracts of North Eastern States where, for example, jhum cultivation is prevalent, whole village may shift from place to place. In such cases the sample village will be surveyed in the place where it is currently located and not treated as uninhabited if found absent in its original location.

(c) If a village in which the sample FSU is situated is found to have been declared as urban (as a town by itself or as merged in another town) either by State Govt. notification or by census authorities after Census 2011 and if it is covered in the urban frame used for selection of FSUs, it will be treated as a zero case and the procedure given in the previous para will be followed in this case. However, if it is not included in the urban frame, it is to be surveyed as per the rural programme. If the boundaries of the original village are not identifiable, it may be substituted. If only a part of the village has been merged in the town, the remaining part will be surveyed as per rural programme even in this situation. ***It is suggested to write to SDRD before treating any sample as a zero case.***

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

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

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

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

**Frequently asked questions and their replies: LCES 2022**

sl. no.	section	item	col.	query	SDRD reply
(1)	(2)	(3)	(4)	(5)	(6)
1.	Concepts, Definitions			In some cases the aged parents are living three months with one child, next three months with another child. Likewise they are residing in four households on a rotational basis in a particular year. In such cases where will the parents be listed?	The parents are to be considered in that household where they are currently residing at the time of listing.
2.	Concepts, Definitions			One student is studying in a foreign country. Will he be considered for listing?	No.
3.	Concepts, Definitions			If Census 2011 population of the selected village is less than 1000 but approximate present population is 1600, whether Sub-division will be formed or not?	Yes, Sub-division will be formed.
4.	Concepts, Definitions			If a selected household is locked in second visit or third visit will it be substituted?	No. Substitution of household will be done in first visit only.
5.	Concepts, Definitions			A household surveyed in visit 1 has shifted at the time of visit 2, what treatment has to be given?	If the household has sifted within the selected sub unit then only it will be surveyed in visit 2. If it has shifted outside the selected sub unit it will become casualty.
6.	2.4	2.4.1 & 2.4.3	-	(a) Which dates will come here?  (b) What will be the date of completion of survey, whether the date when listing was completed or the whole survey for the FSU, including the detailed schedules? The items of block 6 of Questionnaire LCES 2022 will be filled only after ascertaining the completion of all the detailed schedules.	(a) Commencement of identification of village/block.  (b) Completion of selection of sample households. The minor part relating to columns 6-9 of section-6 may be ignored.

**Frequently asked questions and their replies: LCES 2022**

sl. no.	section	item	col.	query	SDRD reply
(1)	(2)	(3)	(4)	(5)	(6)
7.	3	Sketch Map	-	Whether Sub-unit can be formed by using imaginary line?	Under normal circumstances imaginary line may be avoided. However, imaginary lines may be used in some special cases where there is no other alternative. The Sub-unit formed should be clearly identifiable on the field.
8.	4.1	-	2	Sample village requires Sub-unit formation but there are no natural hamlets. Whether only one entry i.e. name of the sample village with 100% population to be recorded?	No, in case the sample village requires Sub-Unit formation, it should be artificially divided and the name of mohulla, street etc should be recorded.
9.	5	5.1	-	A household is living under tent. Whether house number is to be assigned to this household structure?	A ‘-’ may be put.
10.	5	5.5	-	A truck driver stays away from home for more than six months continuously or otherwise during the reference year. Will he be listed as a normal household member?	No, he will not be listed.
11.	5	5.5	-	A family member is a student and residing in a students’ hostel for the past one year. While recording the household size, whether this member is to be considered?	No. The student will be listed as single member household in the students’ hostel where he is presently residing.
12.	5	5.5	-	Five single member households are staying with a family which provides them food and accommodation. Whether the five members will be listed as single member households or will they be clubbed with the family as paying guest?	They will be treated as paying guest of the family and will be listed as members of the household with which they are staying as paying guest. However, if the situation is more like a mess or hostel, then each member may be treated as single member household. It may be noted that a person will not be considered as a paying guest unless he/she takes breakfast and major meals from the household.

**Frequently asked questions and their replies: LCES 2022**

sl. no.	section	item	col.	query	SDRD reply
(1)	(2)	(3)	(4)	(5)	(6)
13.	5	5.5	-	Will a new born baby be considered for determining household size?	Yes. The new born baby will be considered as a member of that household in which the mother is a usual member.
14.	5	5.5	-	Will the deceased member of a family be counted in the household size?	No.
15.	5	5.6	-	Whether land possessed by paying guests and servants who are normal members of the household will be included while recording the code?	No, land possessed by paying guests and servants will not be included.
16.	5	5.6	-	Whether the land possessed includes the land owned outside the FSU?	Yes.
17.	5	5.6	-	The land owned by a cultivator is submerged under sea water because of any natural calamity. Will that land be considered as possessed by the cultivator while making entry in this column?	No, such land possession may not be considered.
18.	5	5.6	-	A piece of non-partitioned hereditary land is under litigation between 2 households belonging to the FSU. The land is not utilized by either of the households. To which household the disputed land is to be assigned for deciding land possession code?	The land need not be considered for inclusion in respect of both the households as the ownership of the land is under dispute and the land is not in use. Please mention the situation in the comments blocks.
19.	5	5.6	-	What treatment will be given to: (A) Private land encroached and possessed by a household? (B) Government land encroached and possessed by household?	(A) All private land encroached by a household will be treated as leased in land. (B) All public/institutional land possessed by a household without the title of ownership or occupancy right will be treated as otherwise

**Frequently asked questions and their replies: LCES 2022**

sl. no.	section	item	col.	query	SDRD reply
(1)	(2)	(3)	(4)	(5)	(6)
					possessed land. In both cases the land will be considered as possessed for item 5.6 in section 5.
20.	5	5.6	-	Brothers are separated and listed as separate households and doing joint cultivation as heritable property of land is not divided in records. Again which households land possessed is to be recorded?	Proportionate area of land may be recorded.
21.	5	5.6	-	In case of share cropping, whether land possessed will be recorded against owner household or against share cropper household?	1. If the land owner does not participate in cultivation and does not share any expenses on input then possession of entire land will be shown against share cropper. 2. If the share cropper and land owner share the expenses or both participate in cultivation of land then possession of land is to be reported proportionately.
22.	5	5.7	-	A household uses a four wheeler for commercial as well as non-commercial purposes. Will it be considered here?	If the car is used mainly for non-commercial purposes, it will be considered here.
23.	5	5.7	-	If a household has booked a four wheeler for non-commercial use, will it be considered here?	No.
24.	5	5.7		An urban household owns a car by hire purchase or received as a gift. Will it be comes under SSS 1 or 2?	Yes, the household will be considered in SSS1 or 2 if it owns car.



**Frequently asked questions and their replies: LCES 2022**

sl. no.	section	item	col.	query	SDRD reply
(1)	(2)	(3)	(4)	(5)	(6)
25.	5	5.7		Whether an urban household owning a car, which is not in a running condition, would be considered for SSS 1 or 2?	Yes, it will be considered for SSS 1 or 2 provided after maintenance it can be brought back in running condition.
26.	5	5.7		If the owner of the car shifted to different city for his job and presently car is used by his wife and son in his earlier household then what treatment will be given if wife's household has been selected?	In this case ownership like possession is to be considered and wife's household is to be recorded under SSS1 or SSS2 as per purchase value of the car.

### Note for Chapter-3

#### Questionnaire FDQ:

It may be noted that the value figures will not be collected for the following items received free of cost through different Government social welfare programmes:

- i) Rice-free (item code 061)
- ii) Wheat/atta (item code 062)
- iii) Coarse grains (item codes 063-068 & 070)
- iv) Pulses (item code 071)
- v) Gram (item code 072)
- vi) Salt (item code 073)
- vii) Sugar (item code 074)
- viii) Edible oil (item code 075)

Therefore, the instruction “*value is to be imputed at prevailing local retail market price*” given in para nos. 3.3.4.1.2 & 3.3.4.1.4 of Section 5.1, page no. C-53, para no. 3.3.4.2.5 of Section 5.2, page no. C-56, and para no. 3.3.4.3.2 of Section 5.3, page no. C-57 *may be ignored*.

#### Questionnaire CSQ:

1. **Para no. 3.4.2.3.0 page no. C-73** may be read as “*If any household member is attending or attended educational institution (formal or informal) during the last 365 days then code 1 will be recorded, otherwise code 2 will be recorded. If code 1 is recorded in Q4.2.3, then the number of members’ attended/attending educational institution during the last 365 days will also be recorded separately for Government and Private institution in the respective textboxes*”.
2. **Para no. 3.4.2.7.0, page no. C-75** may be read as “*If any member of the household was hospitalized as in-patient of a medical institution during the last 365 days, then any one of codes 1-3 will be applicable, otherwise code 4 will be recorded*”.
3. **Para no. 3.4.2.8.0 page no. C-75** may be read as “*This question will be applicable only if, code 1 is recorded in Q4.2.7 and any one of code 1-3 is recorded in Q4.2.8. If one or more members of the household have received benefits of medical treatment (hospitalized treatment) under Pradhan Mantri Jan Aarogya Yojana or from any other state specific health scheme then, code 1 will be recorded in Q4.2.9; otherwise code 2 will be recorded*”.

*It is to be noted that if code 1 is recorded in Q4.2.9, then the number of members who have received the benefits of such government health schemes during the last 365 days along with total amount of expenditure incurred by the household over & above the ceiling limit (i.e., excluding Govt. Spending) for the treatment will also be recorded in the respective textboxes”.*

The reply to the following FAQs may be read as:

- 1. FAQ no. 43 (page no. C-124)** may be read as *“The entry should be made against the rice-free (061) & wheat/atta-free (062) respectively and value of these items will not be collected”.*
- 2. FAQ no. 50 (page no. C-126)** may be read as *“The quantity consumed from free PDS rice will be recorded against item rice-free (061), however value figure will not be collected for this item.”*

# Chapter Three

## Household Consumption Expenditure Survey: 2022-23

### 3.0 Introduction

3.0.0.0 The Household Consumption Expenditure Survey: 2022-23 has been planned to collect disaggregated level information from the households on consumption of food, consumable and durable items along with services in a similar manner to that of erstwhile Consumer Expenditure Survey (CES) of NSS. The survey has been planned to be conducted from July, 2022 - June, 2023 and information collected in the survey will be primarily used for preparation of weighting diagram for compilation of consumer price indices for rural and urban India. In addition, statistical indicators of level of living, social consumption and well-being, and inequalities therein will also be compiled from the data collected in the survey. It is very important to know what goods and services households are buying and how much they are spending to determine the strength of our economy and the direction in which it is moving.

3.0.0.1 In the present survey, questionnaire format has been adopted to collect information on household consumption instead of the conventional schedule format and methodology of data collection has been modified to optimize the length of the questionnaire.

The entire commodity basket of food and non-food items of consumption have been divided into three broad groups, namely,

- Food (F)
- Consumables and Services (C& S)
- Durables (D)

to form three separate questionnaires, namely,

- (i) Questionnaire FDQ: Food Items
- (ii) Questionnaire CSQ: Consumables & Services
- (iii) Questionnaire DGQ: Durable Items.

To collect information on Household characteristics and Demographic particulars of sample households the following questionnaire has been prepared

- (iv) Questionnaire HCQ: Household Characteristics.

- All the Questionnaires except Questionnaire HCQ will be canvassed in each selected household in three separate monthly visits in a quarter and will be canvassed at random.
- Information on Household characteristics and Demographic particulars from all the sample households (Questionnaire HCQ) will be collected during first visit. However, in

order to record the present status of the surveyed household, the change in composition of the household, information on demographic particulars will be collected in the Sections 2A & 3A in Visits - 2 & 3.

### 3.0.1 Defining household consumption expenditure

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3.0.1.0 Every household is a distinctly identified unit of consumption of goods and services and the measure of household consumption expenditure is an important indicator of their level of living and economic well-being, as well as disparities thereof.

**Household Consumption Expenditure (HCE), in the easiest way can be defined as expenditure incurred by households on consumption goods and services, i.e., on goods and services used for the direct satisfaction of individual needs and wants or the collective needs of members of the community and not for further transformation in production.**

3.0.1.1 In addition, the following must be added to make the definition of HCE exhaustive –

- (i) the imputed expenditure by households on goods and services produced as outputs of unincorporated enterprises owned by them and retained for their own use
- (ii) the imputed expenditure by households on goods and services received by them as remuneration in kind.

Both these additions can be regarded as imputed values of costs incurred by households to obtain consumption of goods and services for own use. Thus, the actual final consumption of households consists of the consumption of goods and services acquired by individuals by expenditures (including imputed expenditures of the kinds described above) or through social transfers in kind received from government units or from non-profit institutions serving households (NPISHs).

3.0.1.2 **Household consumption expenditure (HCE)** during a specified period, called the reference period, may thus, be defined as the total of the following:

- (a) expenditure incurred by households on ‘consumption of goods and services’<sup>1</sup> during the reference period **including online purchases**
- (b) imputed value of goods and services produced as outputs of household (proprietary or partnership) enterprises owned by households and used by their members themselves during the reference period
- (c) imputed value of goods and services received by households as remuneration in kind during the reference period
- (d) imputed value of goods and services received by households through social transfers in kind received from government units or non-profit institutions serving households (NPISHs) and used by households during the reference period<sup>2</sup>.

Some clarifications need to be made at this stage.

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<sup>1</sup>This term refers to goods and services used (without further transformation in production) by households, NPISHs (Non-Profit Institutions Serving Households) or government units for the direct satisfaction of individual needs and wants or the collective needs of members of the community.

<sup>2</sup> By convention, such consumption is included in the NSS HCE survey only for food items.

3.0.1.3 Firstly, it follows from the above that any expenditure incurred by households for the productive enterprises (farm or non-farm) owned by them is *excluded* from household consumption expenditure. Also, expenditure on purchase of residential land or building is *excluded*, as land and building are excluded from consumption goods and services in national accounting.

3.0.1.4 Expenditures made by a household to acquire any good or service should be distinguished from **transfer payments** made by the household. A transfer payment is a transaction in which one unit provides a good, service or asset to another without receiving any good, service or asset in return, or, in other words, transactions in which there is no counterpart. Transfers are unrequited (unreciprocated or one-sided). *Examples are fines and forcibly extracted payments such as ransom.* **Such transfer payments should be excluded from HCE.**

3.0.1.5 In national accounting, all **taxes based on income or wealth** (the ownership of assets) are transfers because they are compulsory unrequited payments to the government. However, “house tax” and “municipal taxes” are at present being recorded in the NSS HCE questionnaire and included in HCE on the grounds that the government provides some services in return, though in the strict sense of the term, the condition that the services received are in return for the payment (or form the counterpart of the payment) is not satisfied here.

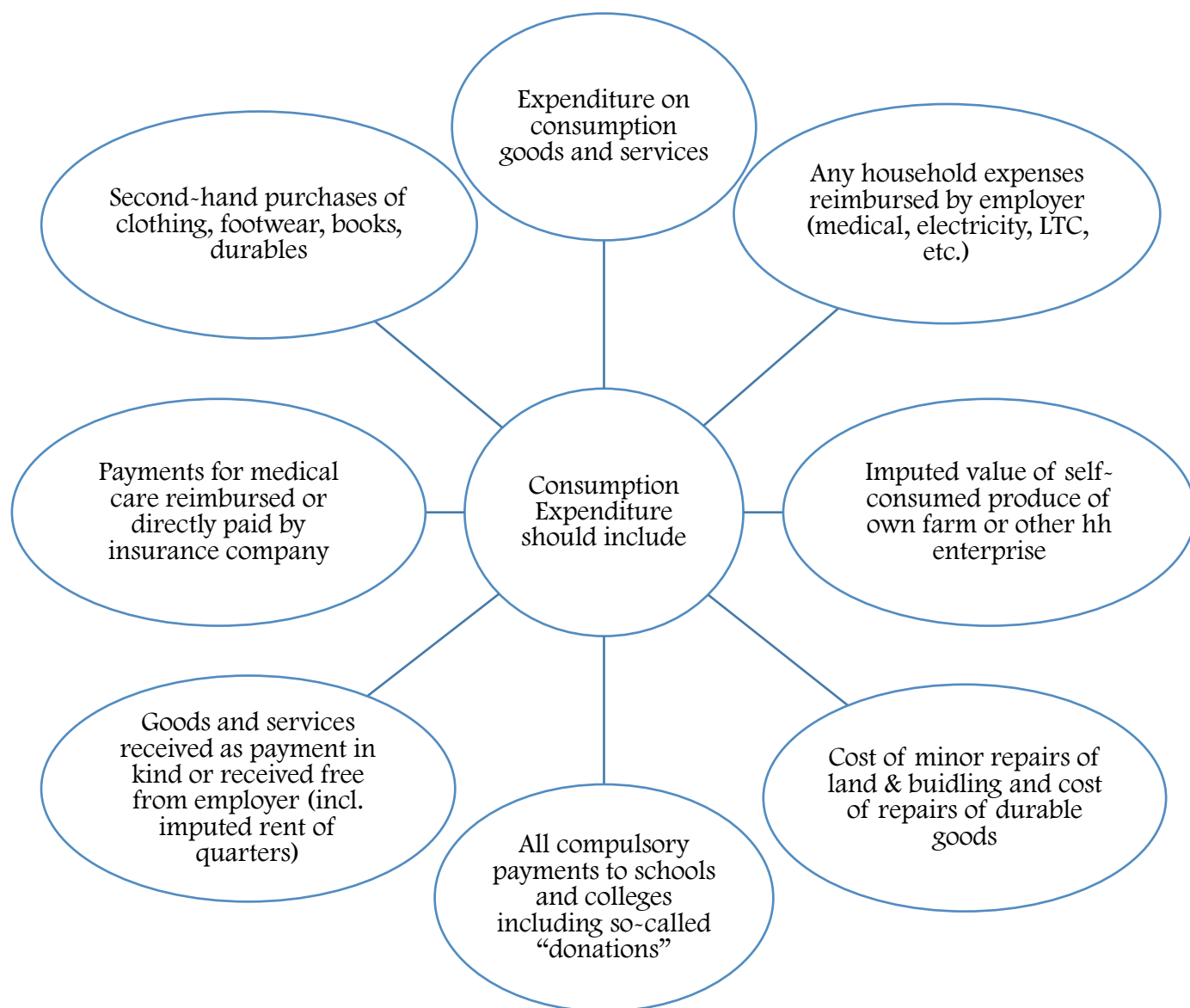
3.0.1.6 **Insurance premium payments** by households are being considered as *outside* the scope of HCE, as followed in NSS surveys. Hence, **no information** on any kind of insurance premium paid by the household will be collected in the questionnaire.

3.0.1.7 **Second-hand purchases** of clothing, bedding, footwear, books and periodicals, and durable goods are regarded as a part of HCE in NSS.

3.0.1.8 Goods and services are sometimes provided by employers to employees as remuneration in kind or as perquisites. These should be distinguished from inputs of the enterprise.

The general guiding principle is that if employees are obliged to use such goods and services for performing their duties, then these are intermediate inputs. If employees are free to use the goods and services at their own discretion, then these goods and services are perquisites or remuneration in kind and therefore it will be a part of HCE.

The following diagrams describe the consumption of items to be included and excluded in compilation of HCE:



### Not to be included in Consumption Expenditure

- ✗ Enterprise expenditure (farm, non-farm)
- ✗ Cost of purchase & construction of land & building
- ✗ Payment of interest on loan taken
- ✗ Insurance premium payments
- ✗ Lottery tickets, gambling expenses
- ✗ Money given as charity, remittances, donations, fines, direct taxes

### 3.0.2 Accounting of consumption at the household level: the two approaches

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3.0.2.0 To make the definition of household consumption operational, clear guidelines are needed not only on what is to be included in household consumption expenditure and what is to be excluded, but also on

- (a) the identification of the household performing each act of consumption
- (b) the allocation of a time to each act of consumption.

3.0.2.1 It has been found convenient to assign different meanings to the word “consumption” to different categories of consumption items. Thus, the survey does not define food consumption in the same way as consumption of furniture. As a result, in measuring the consumption of any single household, **NSS has always used more than one approach for measuring ‘consumption’**. This approach varies with the category of consumption items.

3.0.2.2 The two main approaches for accounting the consumption of households are

- A. **Use Approach**, and
- B. **Expenditure Approach**.

#### A. Use Approach (also called Consumption Approach)

3.0.2.3 Items of food and fuel (that can be used only once) when used (used up), we say that they are consumed. When fuel is used for household cooking and lighting and other household purposes except conveyance, the household in which the fuel is used is called the consuming household.

3.0.2.4 Whenever there is any intake of food, the intake is made by an individual, who is identifiable. The household to which that individual belongs is called the consuming household. The same rule is followed for pan, tobacco and intoxicants.

3.0.2.5 Food cooked in the household and consumed by its members is accounted against the ingredients in the consumption expenditure questionnaire. But when such cooked food is served to non-household members, there is a problem of apportioning the quantities and values of the ingredients, if one attempts to record the consumption in the household of the persons who eat the food. For simplicity of data collection and to avoid duplication in recording consumption certain exemptions are made in the approach.

- ➡ The consumption of food cooked in a household is recorded in the preparing household, irrespective of who consumes the food. Thus, when a guest or a beggar is served food prepared in a household, *it is the preparing household which is considered as the consuming household.*
- ➡ Also, if a household makes a payment to a person in the form of meals prepared in its kitchen, *it is considered to be the consumption of the preparing household.*
- ➡ When cooked meals are purchased from the market (hotels, restaurants, canteens or catering agency), *the purchaser household is considered to be the consuming household,*



regardless of who eats the food. This again is a departure from the *Use Approach*. In such conditions, it is the *Expenditure Approach* that is to be followed. However, if the meals purchased are then used by the purchaser as means of payment (say, to the provider of a service), then they will be accounted in the household receiving the meals as payment.

3.0.2.6 When a person consumes meals received as assistance from the Government or a non-Government agency such as a charitable organization (for example, meals received under the Mid-day Meal scheme), it will be considered as the consumption of the household to which the person belongs (Use Approach). *When recording such consumption, the value is to be imputed at the local price of the meals received.*

3.0.2.7 **This procedure is being followed from the 64<sup>th</sup> round onwards.**

3.0.2.8 The Use Approach is also to be followed for food in the case of a person (usually a student in a hostel) whose food bills are regularly paid by a person (usually, a parent/guardian) belonging to a different household. All such payments are to be considered in the student household and not to the parent household. **Prior to the 64<sup>th</sup> round, the Expenditure Approach was considered to be applicable in such cases.**

## **B. Expenditure Approach**

3.0.2.9 **The expenditure approach says that consumption of the items takes place when expenditure is incurred on the item (good or service).** *The household incurring the expenditure is the consuming household, regardless of whether the item is used by the household or not.*

3.0.2.10 For items of consumption other than food, pan, tobacco, intoxicants, and fuel for cooking and lighting, the expenditure approach is followed to identify the consuming household and the time at which consumption takes place. Up to and including NSS 68<sup>th</sup> round, for clothing and footwear first use approach was followed. **From NSS 75<sup>th</sup> round onwards, the Expenditure Approach is used to record consumption of these items** keeping in view the ease of data collection.

3.0.2.11 When a household obtains an item as gift or charity, or by free collection, no expenditure is incurred by the household on the item.

3.0.2.12 **When a household obtains an item as perquisite from the employer, or as payment in kind from a household or enterprise for services rendered by the household, then it is considered to incur an expenditure on the item received as perquisite or payment in kind.** The value of the item at local retail prices is considered to be the amount of expenditure incurred by it.<sup>3</sup>

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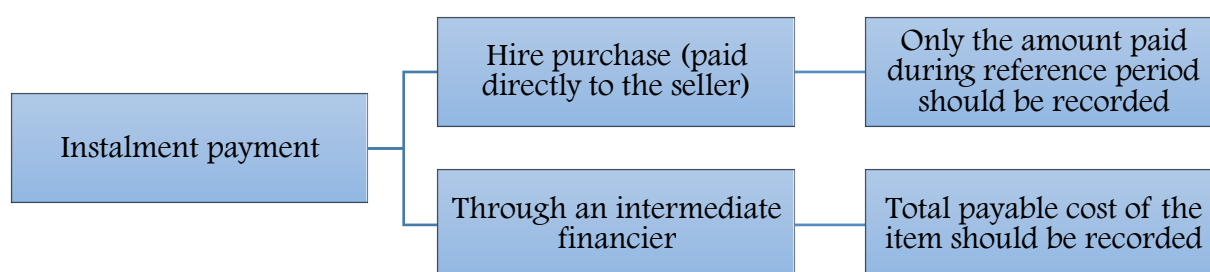
<sup>3</sup> Except for perquisites and payments in kind, the question of imputation of value does not arise in case of items which are governed by the expenditure approach.

Examples are accommodation, uniform, newspapers and telephone services provided free to employees by employers, and any expenses on domestic account, such as medical expenses, that are reimbursed by employers. Leave Travel Concession (LTC) is another example of perquisites. The time of consumption will be the time of acquisition of the perquisite, if it is a good (e.g., newspapers) and the time of use, if it is a service (e.g., telephone facility).

3.0.2.13 Note that the common practice of domestic servants and other unorganised and informal workers receiving clothing from their employers at festival time or on an annual or periodic basis is to be regarded as payment in kind and the imputed value of clothing received is to be recorded in the employee's household. The time of acquisition will be considered as the time of consumption.

3.0.2.14 When a household acquires an item through cash purchase, the time of incurring expenditure is clear. In case of payment made by cheque or through a credit card, the household is considered to incur expenditure at the moment when the cheque is handed over or the credit card is presented to the seller as means of payment. ***If the seller agrees to accept payment in instalments, it is called hire purchase. In case of hire purchase, only the payment made to the seller during the reference period is regarded as the expenditure incurred.***

3.0.2.15 Note that a purchase (e.g., of a car) which is fully financed by a loan from some person or institution other than the seller, where full payment is made to the seller, the entire sale value of the commodity (the principal borrowed to make the payment to the seller) is considered to be the expenditure incurred by the household. This expenditure (payment to the seller), however, takes place *before* the durable comes into the buyer's possession. On the other hand, the repayment of the loan in instalments to an intermediate financier (like bank, etc.) goes on for several months or years. The repayment of the loan to the financier is not relevant in recording consumption expenditure.



3.0.2.16 **Payments for tuition fees and rent of household dwelling unit regularly made by another household:** It is not uncommon for a person's rent or tuition expenses to be ***regularly*** paid by a household different from his own, directly to the provider of the accommodation or educational services. A common example is a student in a hostel. Such person's rent and educational fees are often paid by his or her parents' household directly to the hostel authorities.

Here, going by the expenditure approach would mean that the (regularly occurring) consumption of accommodation or educational services would not be accounted in the user household. *As a departure*

from the expenditure approach normally applicable to rent and educational expenses, therefore, the use approach is to be followed. Thus, the household making use of the accommodation or the educational goods and services is to be considered as the consuming household, and not the household making the payment. **This procedure is followed from NSS 64<sup>th</sup> round onwards.**

Summary of rules to determine the consuming household and the time of consumption

**A. Use approach**

FOOD, PAN, TOBACCO, INTOXICANTS, FUEL & LIGHT

Exception:

- ➡ Food cooked and served or gifted to non-household members: Preparing household is consumer
- ➡ Meals purchased from market and served to guests or as charity: Purchasing household is consumer

**B. Expenditure approach**

ALL OTHER ITEMS (goods & services, clothing, bedding, footwear, etc.)

Exception:

- ➡ Rent and tuition fee payments for a household regularly made by another household: Follow use approach

**3.0.2.17 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:

- ➡ The value of goods and services received in exchange of goods and services – including those received as perquisites by the members of the household from their employers - 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.
- ➡ 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.
- ➡ 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.
- ➡ The value of consumption out of purchase will be the value at which the purchase was made.

### 3.0.3 Reference period

**3.0.3.0** The reference period is the period of time which relates with the information collected. In NSS surveys, the reference period often varies from item to item. Data collected with different reference

periods are known to exhibit certain systematic differences. Strictly speaking, therefore, comparisons should be made only among estimates based on data collected with identical reference period systems.

3.0.3.1 In this survey, the reference periods are kept exactly same as earlier rounds of NSS except milk and milk products. The reference period for milk and milk products has been changed to 7 days from 30 days. The reference periods to be used for different groups of consumption items are given below:

Category	Item groups	Reference period
I	Edible oil; egg, fish & meat; milk and milk products; vegetables; fruits; spices; beverages and processed foods; pan, tobacco & intoxicants	Last 7 days
II	All other food items; fuel and light; miscellaneous goods and services including medical (non-hospitalisation); rents and cesses	Last 30 days
III	Clothing; bedding; footwear; education; medical (hospitalisation); durable goods	Last 365 days

### 3.0.4 Questionnaire design

3.0.4.0 It is to be noted that the Questionnaire FDQ, Questionnaire CSQ and Questionnaire DGQ will be canvassed in the selected household in three separate visits in a single quarter. The details of the household characteristics of the selected household will be collected in Questionnaire HCQ during the first visit only, along with any of the Questionnaire FDQ, Questionnaire CSQ or Questionnaire DGQ. However, in order to record the present status of the surveyed household, the change in composition of the household, information on demographic particulars will be collected in the Sections 2A & 3A in Visits - 2 & 3.

The structures of the questionnaires are given below:

#### Questionnaire HCQ: Household Characteristics

Section 1	Identification of sample household
Section 2	Household size
Section 3	Details of the household members
Section 4	Household characteristics
Section 1A	Identification of sample household– during second & third visits
Section 2A	Household size – during second & third visits
Section 3A	Details of the household members– during second & third visits
Section 1.1	Contact details of the household and time taken to canvass the questionnaire

**Questionnaire FDQ: Food Items**

Section 4.1	General information on purchase/payments			
Section 5	Section 5.1	Consumption of	cereals	
	Section 5.2		pulses & pulse products	
	Section 5.3		sugar and salt	
Section 6	Section 6.1		milk & milk products	
	Section 6.2		vegetables	
	Section 6.3		fruits (fresh)	
	Section 6.4		fruits(dry)	
	Section 6.5		egg, fish & meat	
	Section 6.6		edible oil	
	Section 6.7		spices	
	Section 6.8		beverages	
Section 7	Section 7.1		served processed food	
	Section 7.2		packaged processed food	
Section A1	Summary of information of items collected in Questionnaire FDQ			
Section A2	Contact details of the household and time taken to canvass the questionnaire			

**Questionnaire CSQ: Consumables & Services**

Section 4.2	General information on purchase/payments		
Section 8	Section 8.1	Consumption of	energy (fuel, light)
Section 9	Section 9.1	Expenditure on	toilet articles
	Section 9.2		other household consumables
Section 10	Section 10.1		education
	Section 10.2		medical (hospitalization)
	Section 10.3		medical (non-hospitalization)
Section 11	Section 11.1		conveyance
	Section 11.2		consumer services (excluding conveyance)
	Section 11.3		entertainment
	Section 11.4		rent and other taxes & cesses
Section 12	Section 12.1	Consumption of	pan
	Section 12.2		tobacco
	Section 12.3		intoxicants
Section B1	Summary of information of items collected in Questionnaire CSQ		
Section B2	Contact details of the household and time taken to canvass the questionnaire		

**Questionnaire DGQ: Durable Items**

Section 4.3	General information on purchase/payments		
Section 13	Section 13.1	Expenditure on	clothing
	Section 13.2		footwear
	Section 13.3		bedding
Section 14	Section 14.1	Expenditure for purchase (including repair & maintenance) and/or construction of	personal goods
	Section 14.2		transport equipment
	Section 14.3		sports goods
	Section 14.4		medical equipment
	Section 14.5		cooking & other household appliances
	Section 14.6		crockery & utensils
	Section 14.7		furniture and fixtures
	Section 14.8		goods for recreation
	Section 14.9		residential land, building and other durables
	Section 14.10		jewellery & ornaments
Section C1	Summary of information of items collected in Questionnaire DGQ		
Section C2	Contact details of the household and time taken to canvass the questionnaire		

## 3.1 Questionnaire HCQ: Household Characteristics

### 3.1.1 Section 1: Identification of sample household

3.1.1.0 This Section contains identification particulars of the sample household. Information related to items 1.1 to 1.7 and 1.9 will be available from the sample list. Information on items 1.10 to 1.12 will be available from the Questionnaire used for listing households (Questionnaire LHQ). Item 1.8 (questionnaire number) are already generated.

#### 3.1.1.1 Item 1.13: survey code:

3.1.1.1.0 Select the survey code from the following codes.

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

If the originally selected sample household has been surveyed, code '1' will be selected. However, if the originally selected household could not be surveyed for whatever might be the reason, a substituted household will be surveyed and, in such cases, code '2' will be selected. If neither the originally selected household nor the substituted household could be surveyed, i.e., if the sample household is a casualty, code '3' will be selected. In such cases, only the Section 1 will be filled in.

#### Branching and skipping:

If code 2 or 3 in item 1.13, go to item 1.14

#### 3.1.1.2 Item 1.14: reason for substitution/casualty of original household

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

The codes are as follows:

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

#### Branching and skipping:

After filling up Section 1, fill up Section 2

### 3.1.2 Section 2: Household size

#### Objectives and Scope

In this section, household size of the sample household will be determined.

**3.1.2.1 Q2.1. How many persons are in the household, who are normally living together for six months or more or are expected to stay for six months or more and taking food from a common kitchen?**

3.1.2.1.0 The entry against this item will be automatically generated from the list of the names of the household members recorded in this Section.

3.1.2.1.1 The names of the household members will be listed here. The head of the household will appear first followed by head's spouse, the first son, first son's wife and their children, second son, second son's wife and their children and so on. After the sons are enumerated, the daughters will be listed followed by other relations, dependents, servants, etc. Serial number of the members will be generated automatically in Column 1.

List the names of the household members	
Serial number	Name of the household member

3.1.2.1.2 While listing the members of the household the following may be considered:

- All the members of the sample household will be listed and a continuous serial number starting with 01 will be generated automatically.
- The head of the household will appear first followed by head's spouse, the first son, first son's wife and their children, second son, second son's wife and their children and so on.
- After the sons are enumerated, the daughters will be listed followed by other relations, dependents, servants, etc.
- Paying guests domestic servants, other relations and non-relations who are normally living together for six months or more or are expected to stay for six months or more and taking food from a common kitchen will be included in members of the selected household.
- Temporary stay-aways (i.e., persons whose total period of absence from the household is expected to be less than 6 months) will be included in members of the selected household.
- Temporary visitors and guests (expected total period of stay in the household less than 6 months) will not be included in members of the selected household.

#### Branching and skipping:

After filling up Section 2, fill up Section 3



### 3.1.3 Section 3: Details of the household members

#### Objectives and Scope

To record basic demographics on gender, age, relationship to head of household, marital status, education level, no. of days stayed away from home, no. of meals usually taken by each member of the household listed in Section 2.

#### Implementation Notes

- ◆ All the household members of the selected household will be listed and their related information will be recorded.
- ◆ Total number of members listed in Section 3 will be same as household size in Section 2.

#### 3.1.3.1 Columns (1) & (2): serial number & name of the household member

3.1.3.1.0 Columns (1) & (2) will be generated automatically from the Section 2 for all the members of the sample household listed there.

#### 3.1.3.2 Column (3): relation to head (code)

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

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

self (i.e., head of the household)	1
spouse of head	2
married child	3
spouse of married child	4
unmarried child	5
grandchild	6
father/ mother/ father-in-law/ mother-in-law	7
brother/ sister/ brother-in-law/sister-in-law/ other relatives	8
servant/employee/other non-relatives	9

#### 3.1.3.3 Column (4): gender

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

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

### 3.1.3.4 Column (5): age (years)

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

### 3.1.3.5 Column (6): marital status (code)

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

never married	1
currently married	2
widowed	3
divorced/separated	4

### 3.1.3.6 Column (7): highest level of educational (code)

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

Highest level of education	Code
not literate (i.e., not able to read or write a simple message with understanding in any language)	01
literate with non-formal education (like, NFEC, AEC, TLC, Anganwadi centres, literate without any schooling, etc.)	02
<b><i>literate with formal education</i></b>	
below primary	03
primary	04
upper primary/middle	05
secondary	06
higher secondary	07
diploma /certificate course (upto secondary)	08
diploma/certificate course(higher secondary)	10
diploma/certificate course(graduation & above)	11
graduate	12
post graduate and above	13

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

Code	Highest level of education	Description
01	Illiterate	Persons who are not able to read and write a simple message with understanding in at least one language is to be considered as not literate
02	Literate with non-formal education or without any schooling, etc.	Persons who are literate with non-formal education or without any schooling. Non-formal education includes education with Non-formal Education Courses (NFEC), Total Literacy Campaign (TLC), Adult Education Centres (AEC), etc.
03	Below primary	Persons who are literate through formal education but who are yet to pass primary standard examination.
03 - 08, 10 - 13	Literate with formal education	Persons, who are literate with formal education or attained proficiency in Oriental languages (e.g., Sanskrit, Persian, etc.) through formal but not through the general type of education will be classified appropriately at the equivalent level of general education standard.
12	Graduation	Persons who have obtained degree, which is equivalent to graduation level.
13	Post –graduation & above	Persons who have obtained degree, which is equivalent to post graduation level and above

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

**Branching and skipping:**

If code is any one of 03 – 08, 10 - 13 in Column 7, fill up Column 8, else go to Column 9

**3.1.3.7 Column (8): Total year of education completed:**

3.1.3.7.0 This column is for recording the total year of education completed, if codes 03 – 08, 10 - 13 are recorded in column (7). Number of year(s) of education completed will be counted from starting of education i.e., when the person was first enrolled for education till the last completed class/course attended by him/her considering the full academic year that the person has attended without considering repetition. If a person did not complete formal education for the full academic year, the fractional part of the academic year will not be counted for recording. However, if a course is of five semesters and the last semester falls in the third academic year, total academic year for the course will be three years.

3.1.3.7.1 Some guidelines for recording entries in column 8 are given below:

**For recording entry in Column 8**

- (i) For distance education, number of years of education completed (column 8) will be recorded only when the course is completed successfully. The number of years in education for such correspondence course will be the scheduled number of years specified for completion of the course.

For graduation, 3/4 years or exact number of years stipulated for the course (e.g., for MBBS the duration is 5 ½ years, post-graduation 2 years, etc.) will be taken into account for recording total year of education even if actual number of years taken to complete the course was more than the specified number of years of education required (i.e., excluding repetition).

- (ii) When no specified number of years is known for completion of a course, (for example for Doctorate/CA/CS, etc.) number of years to complete the course will be added in total year of education completed only when the course is completed successfully and it will be taken as 2 years even if it took more than 2 years to complete the course.

Example:

- ➡ A person has completed Class XII. Thereafter, he completed 3 years of graduation course, 2 years of post-graduation course and 8 years for completion of Doctorate. In such cases, entry in column 8 will be  $(14+3+2+2) = 21$  (including 2 years for pre-primary, if attended by a member)
- ➡ A person has not succeeded in the Class V exam and attempted the same in the next year and passed the exam, in such case, entry in column 8 will be 7 years including 2 years for pre-primary education, if attended by that member.

To record entry in column 8, points (i) & (ii) mentioned above may be followed.

**Branching and skipping:**

If entry in Column 5  $\geq 3$ , fill up Column 9, else go to Column 10

**3.1.3.8 Column (9): Whether used internet from any location during last 30 days**

3.1.3.8.0 If any of the household members of age 3 years and above has used the internet facility through any devices viz., mobile, tablet, PC/laptop or any other devices from any location during the period of last 30 days, then code 1 will be recorded in column 9, otherwise code 2 will be reported.

*It is important to note that the columns (10) to (16) of Section 3 are to be filled-up while canvassing the Questionnaire FDQ-Food items.*

**3.1.3.9 Column (10): Number of days stayed away from home during last 30 days**

3.1.3.9.0 In this column, the number of days, a household member stayed away from home during the last 30 days preceding the date of enquiry will be recorded in whole number.

**3.1.3.10 Meal:** A ‘meal’ is composed of one or more readily eatable (generally cooked) items of food, the usually major constituent of which is cereals or cereal products. 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/tiffin*’ or ‘high tea’, contains larger quantum and variety of food. A full meal may also contain larger quantity of non-cereal food.

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 labeled as a ‘meal’ or a ‘*nashta*’.

**3.1.3.10.1** 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’.

**3.1.3.10.2** 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 judgment 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*.

### **3.1.3.11 Column (11): number of meals usually taken in a day**

**3.1.3.11.0** The number of meals consumed by a person in a day is usually reported as 2 or 3. For a person who takes food only once in a day, the entry will be 1.

One may also come across a person who takes food more than three times a day. For such persons, 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.

In addition, for infants of age ‘0’ as well as for children who subsist on milk only, ‘0’ may be recorded against this item. To have a clear idea of what constitutes a meal, paragraphs 3.1.3.10 to 3.1.3.10.2 above should be read carefully.

### **3.1.3.12 Columns (12), (13), (14), (15) and (16): number of meals taken during last 30 days**

**3.1.3.12.0** Depending on the place from where food is served or prepared entries are to be made in the columns (12) to (16) irrespective of the fact that where the food is consumed.

**3.1.3.12.1** Columns (12), (13) and (14) 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 (15) and (16) respectively.

There are schools/*balwadis*, etc., which provide standard food to all or some students as mid-day meal free or at subsidized 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 (12). Meals received at subsidized rate will be recorded in column (15).

There are institutions which provide canteen facilities to their students. Students can purchase food of their choice and to their requirements from these canteens on payment. In such cases also entry will be made in column (15).

3.1.3.12.2 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 (13), 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 (14).

For the purpose of making entry in column (15), ‘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. Payment of meals through home-delivery or purchased through online may also be considered as ‘on payment’ and accordingly entry is to be made in column (15). Meals purchased from hotel, restaurant or 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 (15).

Hostel students receiving meals from the hostel mess against meal charges will also be considered as taking meals away from home on payment. Meals taken away from home during the days of absence from the household should also be accounted in making entries in these columns. Such meals are to be accounted under either of the columns (12) to (14) or (15).

3.1.3.12.3 In column (16), 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.

***It is important to note that the entries are to be made in columns (12) to (16), depending on the place where food is served or prepared irrespective of where it is consumed.***

### 3.1.4 Section 4: Household Characteristics

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#### Objectives and Scope

To record household characteristics of the selected household

#### Implementation Notes

- ◆ To be canvassed for all the selected households.
- ◆ In this section household's principal occupation and principal industry will be ascertained from the answers to the questions Q4.1 to Q4.5 and household type will be ascertained from the answers to the questions Q4.6 to Q4.9.
- ◆ The concepts regarding household's principal industry, household's principal occupation and household type, economic activities are given in Chapter One.

#### 3.1.4.1 Q4.1 Whether any household member (excluding those employed by the household and paying guests) was engaged in economic activities during last 365 days?

3.1.4.1.0 If any member of the household (excluding those employed by the household member and paying guests) were engaged in economic activities during the last 365 days, then code 1 will be recorded in Q4.1, otherwise code 2 will be recorded.

<p><b>Branching and skipping:</b></p>
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<p>If code is 1 in Q4.1 fill up Q4.2 to Q4.6 else go to Q4.11</p>
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#### 3.1.4.2 Q4.2: Write the description of the occupation of the economic activity of the household members which fetched the maximum earnings to the household during the last 365 days preceding the date of survey?

3.1.4.2.0 In the text box, the description of the occupation of the economic activity of the household members which fetched maximum earnings to the household during last 365 days will be recorded, which will be the household's principal occupation. As in case of household's principal industry, the description of the principal occupation, too, should be recorded in as specific terms as possible based on the description given by the informant. In other words, the occupation description should not be copied from the NCO booklet if the informant's description gives a clearer idea of the principal occupation pursued by the household.

### 3.1.4.3 **Q4.3 Record the 3-digit code of the occupation (as per National Classification of Occupation (NCO 2015)) recorded in Q4.2.**

3.1.4.3.0 From the drop-down list, the 3-digit code of the occupation which fetched maximum earning to the household during last 365 days preceding the date of survey will be selected.

### 3.1.4.4 **Q4.4: Write the description of the industry of activity corresponding to the occupation recorded in Q4.2, which fetched the maximum earnings to the household during the last 365 days preceding the date of survey.**

3.1.4.4.0 The description of the household's principal industry will be recorded in the space provided.

3.1.4.4.1 The description of the principal industry should be recorded in as specific terms as possible based on the description given by the informant. In other words, the industry description should not be copied from the NIC booklet if the informant's description gives a clearer idea of the industrial activity which determines the principal industry of the household.

### 3.1.4.5 **Q4.5: Record the 5-digit code of the National Industrial Classification (NIC-2008) for the Industry of activity recorded in Q4.4**

3.1.4.5.0 From the drop-down list, the 5-digit code of the National Industrial Classification (NIC 2008) corresponding to the industry recorded in Q4.4 will be selected.

### 3.1.4.6 **Q4.6: From which of the following broad activities maximum income was derived by the household during last 365 days preceding the date of survey?**

3.1.4.6.0 Select the activity of the household members from which maximum income was derived by the household during last 365 days preceding the date of survey. The code list is given below:

self-employment	1
regular wage/salary earning	2
casual labour	3

#### **Branching and skipping:**

For rural samples,

- if 1 in Q4.6, go to Q4.7
- if 2 in Q4.6, go to Q4.8
- if 3 in Q4.6, go to Q4.9



### 3.1.4.7 **Q4.7: Whether the major income from self-employment was from agricultural sector or non-agricultural sector?**

3.1.4.7.0 This question will be asked to the households from rural sample whose major income was from self-employment activity.

If major income of the self-employment activity was from agricultural sector code 1 will be selected, else code 2 will be selected.

Codes applicable for Q 4.7

self-employment in agriculture	1
self-employment in non-agriculture	2

### 3.1.4.8 **Q4.8: Whether the major income from regular wage/ salary earning was from agricultural sector or non-agricultural sector?**

3.1.4.8.0 This question will be asked to the household from rural sample whose major income was from regular wage/ salary earning.

If major income of regular wage/ salary earning was from agricultural sector code 3 will be selected, else code 4 will be selected.

Codes applicable for Q 4.8

regular wage/salary earning in agriculture	3
regular wage/salary earning in non-agriculture	4

### 3.1.4.9 **Q4.9: Whether the major income from casual labour was from agricultural sector or non-agricultural sector?**

3.1.4.9.0 This question will be asked to the household from rural sample whose major income was from casual labour.

If major income of casual labour was from agricultural sector code 5 will be selected, else code 6 will be selected.

casual labour in agriculture	5
casual labour in non-agriculture	6

### 3.1.4.10 **Q4.10: Household type**

3.1.4.10.0 Household type will be automatically generated from the entries in Questions Q4.1 to Q4.9 as follows:

➡ For rural samples:

- ◆ Household type will be code 9 if code 2 is selected in Q4.1
- ◆ else household type will be the code corresponding the entry in Q4.7/Q4.8/Q4.9 as the case maybe

➡ For urban samples:

- ◆ Household type will be code 9 if code 2 is selected in Q4.1
- ◆ else household type will be the code corresponding the entry in Q4.6

### 3.1.4.11 Q4.11: What is the religion of the head of the household?

3.1.4.11.0 Religion of the head of the household will be recorded here.

The codes are:

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

3.1.4.11.1 If the informant does not provide the information on religion of the head of household, code '0' (zero) may be reported in Q4.11.

### 3.1.4.12 Q4.12: What is the social group of the head of the household?

3.1.4.12.0 Social group of the head of the household will be recorded here.

The codes are:

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

3.1.4.12.1 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.

3.1.4.12.2 If the informant does not provide the information on social group of the head of household, code '0' (zero) may be recorded in Q4.12.

**3.1.4.13 Q4.13 Does the household own (owned & possessed or leased out) any land (within the country) as on the date of survey?**

3.1.4.13.0 In this question, it is to be ascertained whether the household owns any land as on the date of survey or not. There will be many situations when the land possessed by the household is owned by the head of the family, who stays in a different town or village and therefore is not a member of the household. In such cases the land should be regarded as not owned but leased in by the household. But it is very likely that the household in such cases will tend to report the land as 'owned'. Before any entry is made in Q4.13 (whether owns any land) proper probing is necessary to ascertain whether all the land reported as owned by the household is actually owned by the household members.

3.1.4.13.1 Here, all the lands of the household within the country, irrespective of its use (agriculture/non-agriculture), which are either 'owned and possessed' or 'leased-out' by any member of the household as on date of survey will be considered. For definition of 'owned & possessed' and 'leased-out' land, please see the Chapter-1, Concepts & Definitions.

3.1.4.13.2 Code 1 is to be reported if the household owns any land as on the date of survey within the country, otherwise code 2 is to be reported. In case of household living in a flat, the area of land of that household will be in proportion to the number of households residing in the entire structure including the common area.

**Branching & Skipping:**

If code 1 in Q4.13, go to Q4.14 & Q4.15, else go to Q4.16

**3.1.4.14 Q4.14 What is the type of land the household owned?**

3.1.4.14.0 This question will be asked to the household, if the household owns any land as on the of survey, i.e., if code 1 is recorded against Q4.13.

Codes for Q4.14 are:

Homestead only	1
Homestead and other land	2
Other land only	3

### Homestead land

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

3.1.4.14.1 If the household owns only homestead and no other land, the appropriate code will be 1. But if the household owns some other piece of land along with homestead land, code 2 will be entered against this item. Code 3 will be applicable when a household owns a piece of land but not the homestead land.

#### 3.1.4.15 **Q4.15 What is the total area of all land owned (owned and possessed or leased out) by the household as on date of survey within the country (area in acre)?**

3.1.4.15.0 If the household reports to have some land owned and possessed or leased out as on date of survey within the country, i.e., code 1 is reported in Q4.13, the total area of all land owned by the household as on date of survey will be recorded in Q4.15.

This area is to be reported in acre (0.00) and in two places of decimal.

#### 3.1.4.16 **Q4.16 Does the household have a dwelling unit (i.e., unit of accommodation availed of by the household for residential purpose) at present place of enumeration?**

3.1.4.16.0 In this question, each of the sample household will be asked whether the household has any unit of accommodation for residential purpose at present place of enumeration (i.e., village/town/country where the household is staying or intends to stay continuously for 6 months or more). This includes owned, rented or otherwise occupied house/flat. The dwelling unit may be an entire structure or may be only a part of a structure.

3.1.4.16.1 If the household reports to stay more or less regularly under staircase, in tents, in pipes, under bridges, in purely temporary flimsy improvisations built by the roadside (which are liable to be removed at any moment), code 2 is to be recorded, otherwise, code 1 is to be recorded.

#### **Branching & Skipping:**

If code 1 in Q4.16, go to Q4.17 to Q4.20, else go to Q4.21

**3.1.4.17 Q4.17 What is the type of dwelling unit of the household?**

3.1.4.17.0 If the household reports to have a dwelling unit (i.e., unit of accommodation availed of by the household for residential purpose) at present place of enumeration, i.e., code 1 is reported in Q4.16, then the type of dwelling unit will be ascertained here. The codes for this question are as follows:

Owned	1
Hired	2
Others	3

3.1.4.17.1 If the occupant owns the dwelling unit, code 1 will be recorded against Q4.17. If it is taken on rent, code 2 will be entered and if it is occupied otherwise, code 3 will apply. If accommodation is provided by the employer, it will be treated as hired (code 2). Thus, government servants living in government quarters will get code 2.

3.1.4.17.2 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 in owner-like possession. Similarly, a dwelling unit itself possessed by a household under a long-term lease may be treated as owner-like possession and code 1 will be applicable in such cases also.

**3.1.4.18 Q4.18 What is the basic building material used for construction of the major portion of the wall of the dwelling unit of the household?**

3.1.4.18.0 If the household report to have a dwelling unit (i.e., unit of accommodation availed of by the household for residential purpose) at present place of enumeration, i.e., code 1 is reported in Q4.16, then the basic material used for construction of the major portion of the wall of the dwelling unit will be ascertained here.

The codes for this question are as follows:

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/ lime stone	6
iron or other metal sheet	7
cement / RBC / RCC	8
other pucca	9

### 3.1.4.19 Q4.19 What is the basic building material used for construction of the major portion of the outer exposed part of the roof of the dwelling unit of the household?

3.1.4.19.0 If the household report to have a dwelling unit (i.e., unit of accommodation availed of by the household for residential purpose) at present place of enumeration, i.e., code 1 is reported in Q4.16, then the basic material used for construction of the major portion of the outer exposed part of the roof of the dwelling unit will be ascertained here.

The codes for this question are as follows:

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/ lime stone	6
iron or other metal sheet	7
cement / RBC / RCC	8
other pucca	9

### 3.1.4.20 Q4.20 What is the basic building material used for construction of the major portion of the floor of the dwelling unit of the household?

3.1.4.20.0 If the household report to have a dwelling unit (i.e., unit of accommodation availed of by the household for residential purpose) at present place of enumeration, i.e., code 1 is reported in Q4.16, then the basic material used for construction of the major portion of the floor of the dwelling unit will be recorded here.

The codes for this question are as follows:

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

### 3.1.4.21 Q4.21 What is the primary source of energy used by the household for cooking?

3.1.4.21.0 Information on primary source of energy generally used by the household for cooking purpose during the last 30 days preceding the date of survey will be recorded in this question using the following codes:

Firewood and chips	01	Other biogas	08
LPG	02	Charcoal	10
Other natural gas	03	Electricity (incl. generated by solar or wind power generators)	11
dung cake	04		
Kerosene	05		
Coke,coal	06	Others	09
Gobar gas	07	No cooking arrangement	12

3.1.4.21.1 If more than one type of energy is used, the primary or principal one on the basis of its extent of use will have to be identified and the corresponding code will be recorded in Q4.21.

*Note that a hostel student taking meals in the hostel mess will be considered as having no cooking arrangement.*

#### 3.1.4.22 Q4.22 What is the primary source of energy used by the household for lighting?

3.1.4.22.0 Information on primary source of energy generally used by the household for lighting purpose during the last 30 days preceding the date of survey will be recorded in this question using the following codes:

Electricity (incl. generated by solar or wind power generators)	1
Kerosene	2
Other oil	3
Gas	4
Candle	5
No lighting arrangement	6
Others	9

3.1.4.22.1 If more than one type of energy is used for lighting, the primary or principal one on the basis of its extent of use will have to be identified and the corresponding code will be recorded in Q4.22.

#### 3.1.4.23 Q4.23 What is the source of drinking water from which most of the drinking water is obtained by the household during last 365 days?

3.1.4.23.0 Information on the source of drinking water from which most of the drinking water is obtained by the household during the last 365 days will be recorded in this question using the following codes:

Bottled water	01
Piped water into dwelling	02
Piped water to yard/plot	03
Piped water from neighbour	04
Public tap/standpipe	05
Tube well	06
Hand pump	07
Well: protected	08
Well: unprotected	09
Tanker-truck: public	10
Tanker-truck: private	11
Spring: protected	12
Spring: unprotected	13
Rainwater collection	14
Surface water: tank/pond	15
Other surface water (river, dam, stream, canal, lake, etc.)	16
Others (cart with small tank or drum, etc.)	19

3.1.4.23.1 Descriptions of the different sources of drinking water are given below:

**i) Bottled drinking water:** Drinking water packaged in bottles, jars, pouches and similar containers will be classified as bottled drinking water. Generally, this packaged drinking water meets certain safety standards and are considered safe for drinking. Tap water, well water, etc. kept by households in bottles, for convenience, will not be treated as bottled drinking water.

**ii) Piped water into dwelling and piped water to yard/plot:** If an arrangement is made by corporation, municipality, panchayat or other local authorities or any private or public housing state or agency to supply water through pipe and if the sample household is availing such facility or drinking, then such sources of drinking water is considered as piped water. Piped water into dwelling is defined as a piped water connection to one or more taps to the dwelling unit (e.g., in the kitchen). Piped water to yard/plot is defined as a piped water connection to a tap placed outside the dwelling unit of the household but in the yard or plot within the household premises.

**iii) Piped water from neighbour:** If an arrangement is made by the sample household to avail drinking water from the piped water of the neighbour household supplied by corporation/municipality/panchayat or other local authorities or any private or public housing estate or agency, then the source of drinking water for the sample household will be considered as 'piped water from neighbour'. If the sample household collects drinking water from more than one neighbour using the same arrangement as explained above, then also the source will be piped water from neighbour.



**iv) Public tap/stand pipe:** Public tap or stand pipe is a water point for community use in which water is supplied through pipe by corporation/municipality/panchayat or other local authorities or any private agency. Public tap/stand pipe can have one or more taps and are typically made of brick work, masonry or concrete.

**v) Tube well and Hand pump:** Tube well and hand pump are bore well used for extracting ground water for drinking purpose. For constructing a bore well, a deep vertical hole is bored or drilled and a long casing or pipe is sunk deep into the underground with the purpose of reaching ground water supplies and ground water is lifted through a pump, which may be powered by human, animal, wind, electric, diesel or solar means. The casing or pipes prevent the small diameter hole from caving in and protect the water source from infiltration by run-off water. Bore wells are usually protected by a platform around it, which leads spilled water away from the tube well. If the pump of the bore well is operated by animal, wind, electric, diesel or solar means, etc., it is known as tube well and if the pump is operated manually by hand using human power and mechanical advantage to lift ground water, it is known as hand pump.

**vi) Protected well/unprotected well:** A well is considered as protected if it has generally the following protective measures to lower the risk of contamination:

- a. A headwall around the well with a properly fitting cover
- b. A concrete drainage platform around the well with a drainage channel
- c. A hand pump or bucket with windlass

If instead of hand pump or bucket with windlass, electric pump is used to pump water from such wells, where the conditions (a) and (b) exist, it will be considered as protected well. A well which is not protected by the above measures, e.g., the well is not protected from runoff water or the well is not protected from bird droppings and animals, it will be classified as unprotected well.

**vii) Tanker-truck:public/private:** In ‘tanker-truck’, drinking water is trucked to a locality and supplied from tanker to the households of the locality. If the ‘tanker-truck’ is operated by any government agencies (central/state/local bodies etc.) and the sample household reports that it is their principal source of drinking water then the source of drinking water of the household will be recorded as ‘public tanker-truck’. In case the ‘tanker-truck’ is operated by private agencies (NGOs, trusts etc.) and the sample household reports that it is their principal source of drinking water, then the source of drinking water of the household will be recorded as ‘private tankertruck’.

It is to be noted that in both the cases, sample household may have to pay the price for the water. Therefore, price should not be made as a criterion to determine whether the source is public or private. Instead, deep probing needs to be made to ascertain the type of agency who supplies the water from the ‘tanker-truck’.

**viii) Protected spring/unprotected spring:** A spring is considered as protected, if it is protected from runoff, bird droppings and animals by a ‘spring box’, which is constructed of brick, masonry or concrete and is built around the spring so that water flows directly out of

the box into a pipe or cistern, without being exposed to outside pollution. A spring which is not protected is called unprotected spring.

**ix) Rainwater collection:** Rainwater refers to rain that is collected or harvested from surfaces (by roof or ground catchment) and stored in a container, tank or cistern until used. Traditionally, rainwater collection has been practised in arid and semi-arid areas to get drinking water of the household and water for other uses. When such water is used for drinking purpose, the source of drinking water will be rainwater collection.

**x) Surface water:** Surface water is water located above ground and includes rivers, dams, lakes, ponds, streams, canals and irrigation channels. For surface water, two distinct codes have been provided, one for 'tank/pond' and another for 'other surface water (river, dam, stream, canal, lake, etc.)'.

**xi) Others (cart with small tank or drum, etc.):** In 'cart with small tank or drum', water is supplied in small tank or drum to a locality by donkey carts, motorized vehicles and other means.

3.1.4.23.2 It is important to note that source of drinking water of same type located at two different places will not be treated as two different sources of drinking water. It may also be noted that drinking water carried through pipe from sources like tanker-truck, well, tank, river, etc. by the owner/occupants only for convenience of the household will not be treated as piped water (i.e., piped water into dwelling or piped water to yard/plot). Instead, such a source will get the code appropriate to the actual source from which water is carried through pipe. When a household makes arrangement for getting drinking water by hiring the services of persons, the source of water will be the one from which water is collected by the hired person.

**3.1.4.24 Q4.24 What is the time taken by the household for a single trip to reach the source (from which most of the drinking water is fetched), obtain water and back to household?**

3.1.4.24.0 In this question, time usually taken in a single trip for fetching drinking water of the household from the source (from which most of the drinking water is fetched) will be recorded in whole number and in minutes. The time usually taken for fetching drinking water in a single trip will be obtained by considering the total time usually required for reaching to that source of drinking water, waiting time at that source of drinking water (i.e., time spent in queue and the time required for filling the container) and coming back to the dwelling unit with water in a single occasion. In determining the time taken for a single trip, time spent in socialising, gossiping, shopping, free collection of vegetables, etc., will be excluded.

**3.1.4.25 Q4.25 What is the type of access of the household to latrine?**

3.1.4.25.0 For the purpose of the survey, a ‘latrine’ is defined as an infrastructure which allows safer and more hygienic disposal of human excreta than open defecation. In this survey, ‘access of the household to latrine’ is defined in terms of the latrine facility that can be used by the majority of the household members, irrespective of whether it is being used by them or not. For recording information in this question, it will first be ascertained whether the household has access to any latrine or not. If the household has access to latrine (i.e., there is latrine facility that can be used by majority of the household members), then it is to be ascertained whether household’s access to latrine is for ‘exclusive use of the household’ or for ‘common use of households in the building’ or for ‘public/community use with/without payment’ or ‘others’. The relevant information will be recorded in this question in terms of the following codes:

Exclusive use of household	1
Common use of households in the building	2
Public/community latrine without payment	3
Public/community latrine with payment	4
Others	9
No access to latrine	5

3.1.4.25.1 If the household has access to latrine, one of the codes 1 to 4 and 9 will be recorded in this question depending upon the type of access of the household to latrine. If the latrine facility is for the exclusive use of the household, code 1 will be recorded. If the latrine facility is shared by the household with one or more households in the building, code 2 will be recorded. If the household can use a latrine facility which is for use of the households in the locality or for a specific section of the people, it will be considered that the household has access to public/community latrine. If public/community latrine can be used without making any payment, code 3 will be recorded and code 4 will be recorded if payment is required to use the public/community latrine. If the household has access to latrine for which any of the codes 1 to 4 is not applicable, code 9 will be recorded. For example, when the households of two separate buildings use the same latrine, then code 9 will be recorded. If the household does not have access to any latrine, code 5 will be recorded. If more than one code is applicable for a household, the code appearing first in the code list will be reported.

**Branching & Skipping:**

If any one of code 1 to 4 or 9 in Q4.25, go to Q4.26,  
else go to Q4.29

**3.1.4.26 Q4.26 What is the type of latrine in which the household has access?**

3.1.4.26.0 This question will be filled in for the households which have access to latrine, i.e., entry is any one of 1 to 4 and 9 in Q4.25. For the households which have access to latrine,

information on type of latrine in which the household has access will be recorded in terms of the following codes:

Flush/pour-flush to: piped sewer system	01
Flush/pour-flush to: septic tank	02
Flush/pour-flush to: twin leach pit	03
Flush/pour-flush to: single leach pit	04
Flush/pour-flush to: elsewhere (open drain, open pit, open field, etc.)	05
Ventilated improved pit latrine	06
Pit latrine with slab	07
Pit latrine without slab/open pit	08
Composting latrine	10
Open drain/nallah	11
Others	19

3.1.4.26.1 If majority of the sample household members has access to latrine, it will be considered that the sample household has access to latrine. If sample household has access to latrine, any of the codes 01 to 11 and 19 will be recorded in this question depending on the type of latrine which the sample household has access. If the sample household has more than one type of latrine, the type of latrine which is generally accessed by the majority of the household members will be reported here. If more than one code is applicable for a household, the code appearing first in the code list will be reported here. Different types of latrines are described in the following paragraphs.

3.1.4.26.2 There are two basic types of latrines, wet and dry, differentiated depending on use of water to divert human excreta. In a wet latrine water is used to divert human excreta while dry latrines use very limited water or no water for flushing the human excreta. Besides these two basic types of latrines, there are latrines like, incinerating latrines which burn the human excreta; chemical latrines which are used in a variety of situations like in passenger trains and airplanes; hanging latrines, which deposit waste directly into open water ways; bucket latrine, in which human excreta are collected in a bucket placed underneath a latrine hole.

3.1.4.26.3 In the code structure of ‘type of latrine in which the household has access’, the different types of wet latrines are: (i) flush/pour-flush to piped sewer system, (ii) flush/pour-flush to septic tank, (iii) flush/pour-flush to twin leach pit, (iv) flush/pour-flush to single leach pit and (v) flush/pour-flush to elsewhere. The different types of dry latrines are: (i) ventilated improved pit latrine, (ii) pit latrine with slab, (iii) pit latrine without slab/open pit and (iv) composting toilet. The different types of latrines included under the category ‘other’ are: incinerating latrines, chemical latrines, hanging latrines, bucket latrine, etc.

3.1.4.26.4 Descriptions of the different types of latrines are given below:

**i) Flush/pour-flush:** Flush latrine uses a cistern or holding tank for flushing water, and a water seal (which is a U-shaped pipe below the seat or squatting pan) that prevents the passage of flies and odours. A pour-flush latrine uses a water seal, but unlike a flush latrine, it uses water poured by hand for flushing (no cistern is used). Depending on the system/site where human excreta and waste water are disposed off, flush/pour-flush latrine can be of the following types: (i) piped sewer system, (ii) septic tank, (iii) twin leach pit, (iv) single pit, (v) elsewhere (open drain, open pit, open field, etc.).

**ii) Piped sewer system:** Piped sewer system is a system of sewer pipes, also called sewerage that is designed to collect human excreta and waste water and remove them from the household environment. If the sample household has access to flush/pour-flush latrine which is connected to piped sewer system, code 01 will be recorded.

**iii) Septic tank:** If the sample household has access to flush/pour-flush latrine which is connected to septic tank, code 02 will be recorded.

**iv) Flush/pour-flush to twin leach pits/single leach pit:** In twin pit flush/pour-flush latrine, the excreta are carried into sub surface leach pits through pipes or covered drains and one pit is used at a time. The liquid infiltrates into the soil through the holes in the pit lining. The gases also disperse into the soil, and therefore, the provision of a vent pipe for its outlet is not necessary. When one pit is full, the excreta are diverted to the second pit. The filled pit can be conveniently emptied after a rest period of one and a half years, during which pathogens are inactivated and the organic matter decomposed. Thus, the two pits can be used alternatively and continuously. If the sample household has access to flush/pour-flush latrine which is connected to twin leach pit, code 03 will be recorded.

In a single leach pit system desludging is required immediately after the pit has filled up, and therefore involves handling of fresh and undigested excreta which is hazardous to health. Single leach pits are appropriate only if a mechanical desludging vacuum tanker is readily available, or if the pit is abandoned when full. If the sample household has access to flush/pour-flush latrine which is connected to leach code 04 will be recorded.

**v) Flush/pour-flush to elsewhere (open drain, open pit, open field, etc.):** This type of latrine flush/pour-flush open drain, open pit, open field, etc. If the sample household has access to this type of latrine, code 05 will be recorded.

**vi) Ventilated improved pit latrine:** This is a dry pit latrine ventilated by a pipe that extends above the latrine roof. The open end of the vent pipe is covered with gauzesh or fly proof netting and the inside of the super structure is kept dark. If the sample household has access to ventilated improved pit latrine, code 06 will be recorded.

**vii) Pit latrine with slab:** This is a dry pit latrine that uses a hole in the ground to collect the excreta and a squatting slab or platform that is firmly supported on all sides, easy to clean and raised above the surrounding ground level to prevent surface water from entering the pit. The

platform has a squatting hole or is fitted with a seat. Unlike the ventilated improved pit latrine, in this type of latrine, vent pipe is not used. If the sample household has access to pit latrine with slab, code 07 will be recorded.

**viii) Pit latrine without slab/open pit:** Pit latrine without slab uses a hole in the ground for excreta collection and does not have a squatting slab, platform or seat. If the sample household has access to such latrine, code 08 will be recorded.

**ix) Composting latrine:** This is a dry latrine into which carbon-rich material (vegetable wastes, straw, grass, sawdust, ash) are added to the excreta and special conditions maintained to produce in offensive compost. If the sample household has access to composting latrine, code 10 will be recorded.

**x) Open drain/nallah:** If the sample household has access to a latrine which actually is an open drain or nallah, then code 11 will be recorded.

**xi) Others:** If the sample household uses a latrine which is not covered in the codes 01 to 08 and 10 to 11, code 19 will be recorded here. Examples of such latrines are (i) hanging latrine which is built over the sea, a river, or other body of water, into which excreta drops directly, (ii) service latrine which are serviced by scavengers.

#### 3.1.4.27 Q4.29 What is the type of ration card possessed by the household as on the date of survey?

3.1.4.27.0 It is to be ascertained whether any kind of ration card has been issued to the household by the Government. The codes for the type of ration card are as follows:

Antyodaya Anna Yojana	1
Below Poverty Line (BPL)	2
Above Poverty Line (APL)	3
Priority House Holds (PHH)	4
State Food Security Scheme (SFSS)	5
Others	9
No ration card	0

3.1.4.27.1 If the sample household possesses any ration card issued by Government as on the date of survey, then any of the codes 1 to 5 or 9 are to be recorded in Q4.29, otherwise code '0' (zero) may be recorded.

Ration cards are an official document issued by state governments in India to households that are eligible to purchase subsidized food grain from the Public Distribution System (under the National Food Security Act). Under the National Food Security Act, all state governments in India have to identify households that are eligible for purchasing subsidized food grain from the Public Distribution System and provide them with ration cards. There are two types of ration cards under NFSA.

**Priority Households (PHH) ration card** - Priority ration cards are issued to households that meet the eligibility criteria set by the state government. Households covered as the priority households are identified under the Targeted Public Distribution System (TPDS). Each priority household is entitled to 5 kilograms of food grain per member per month.

**Antyodaya Anna Yojana (AAY):** AAY launched in December, 2000 involved poorest of the poor families from amongst the BPL families covered under Targeted Public Distribution System (TPDS) within the States and providing them food grains at a highly subsidized rate of Rs.2/- per kg for wheat and Rs.3/- per kg for rice. The Antyodaya ration card is meant for the ultra-poor and may be issued to a family if it is considered to be sufficiently below the poverty line. Each AAY household is entitled to 35 kilograms of food grain per month.

Apart from above, there are other types of ration cards issued to the households:

**Below Poverty Line (BPL):** This ration card is issued to families adjudged to be living below the poverty line. They will be identified under Targeted Public Distribution System (TPDS). These households received 25-35 kilograms of food grain.

**Above Poverty Line (APL):** This ration card is issued to families adjudged to be living above the poverty line. Any household above the poverty line could apply for an APL ration card. These households receive 15 kilogram of food grain (based on availability).

**State Food Security Scheme (SFSS):** Ration cards are also issued under state specific food security schemes launched by different state governments to provide food security to the households covered under Targeted Public Distribution System. The beneficiaries are selected according to 2011 census.

**Others:** Any other ration card or food security scheme not covered under the abovementioned schemes are to be reported in others.

#### 3.1.4.28 Q4.30 Whether any prevailing rate of rent in the locality is available for imputation (for rural only)?

3.1.4.28.0 If any prevailing rate of rent in the locality (by which the rent of the house or garage of the sample household can be imputed) is available in the rural areas, then code 1 is to be entered in Q4.30, otherwise, code 2 is to be given.

For all such households, where such rate of rent is available, imputed rent is to be entered in item 539, Section 11.4, Questionnaire CSQ for those rural households also.

**3.1.4.29 Q4.31 Whether the household benefitted from Pradhan Mantri Garib Kalyan Yojana (PMGKY) as on the date on the survey?**

3.1.4.29.0 If any member of the household received any benefit from Pradhan Mantri Garib Kalyan Yojana as on the date of survey, then code 1 will be recorded in Q4.31, otherwise code 2 will be recorded.

Pradhan Mantri Garib Kalyan Yojana (PMGKY) launched by Government of India provides several benefits to the household. Under this scheme following benefits were provided to the household:

1. Cash transfer via DBT by the government to households, women under Jan Dhan Yojana, Divyang, poor pensioners, widows, Mahatma Gandhi National Rural Employment Guarantee Act (MNREGA) workers, and farmers.
2. Under the food scheme, 5 kilograms (kg) of rice/wheat, 1 kg of pulse, etc., per person per month in addition to the normal quota of food grains under the NFSA has been provided free to each beneficiary. The benefits will be provided upto September, 2022.

**3.1.4.30 Q4.32 Whether any member of the household of age 0 - 18 years died during the period of last 5 years preceding the date of survey?**

3.1.4.30.0 If any member of the household of age 0-18 years died during the period of last 5 years, code 1 will be recorded in Q4.32, otherwise code 2 will be recorded.

**Branching & Skipping:**

If code 1 in Q4.32, go to Q4.33, else go to Section 1.1

**3.1.4.31 Q4.33 How many members of the household of age 0 – 18 years died during the period of last 5 years preceding the date of survey?**

3.1.4.31.0 If code 1 is recorded in Q4.32, then number of household members of age 0-18 years died during last 5 years will be recorded in Q4.33.



### 3.1.5 Section 1A: Identification of sample household

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3.1.5.0 This Section contains identification particulars of the sample household. Information related to items 1.1A to 1.7A and 1.9A to 1.13A will be auto-generated from the Section 1 of the previous visit. Information on item 1.8A will be auto-generated depending on the questionnaire canvassed in the previous visit.

#### 3.1.5.1 Item 1.14A: Is household available for survey (yes-1, no-2)

3.1.5.1.0 During the second & third visit to the sample household, if the selected household is available for providing the information on next set of Questionnaire, then code 1 is to be recorded here, otherwise, code 2 is to be recorded.

<b>Branching and skipping:</b>
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After filling up Section 1A, fill up Section 2A
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### 3.1.6 Section 2A: Household size (To be canvassed only in Visits 2 & 3)

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#### Objectives and Scope

This section will be canvassed only in Visits -2 & 3 and from here the household size of the sample household will be determined.

#### Implementation Notes

For each of the selected household total household size will be ascertained in this Section.

**3.1.6.1 Q2A.1. How many persons are in the household, who are normally living together for six months or more or are expected to stay for six months or more and taking food from a common kitchen?**

3.1.6.1.0 This item will be generated automatically from the list of the names of the household members recorded against Section 3A.

### 3.1.7 Section 3A: Details of the household members (To be canvassed only in Visits -2 & 3)

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3.1.7.0 This section will be canvassed in Visits -2 & 3.

#### Objectives and Scope

To record basic demographics on gender, age, relationship to head of household, marital status, education level, no. of days stayed away from home, no. of meals usually taken for each member of the household added in the second & third visit.

#### Implementation Notes

- ◆ In part 3A.1, the records of the household members listed during the previous visit will be auto-generated with the same serial number.
- ◆ In part 3A.2, the records of the household member added will be recorded and the serial number will be continuous from part 3A.1.

3.1.7.1 **Columns (1) – (16):** To record the entries in columns 1 – 16, the same instructions will be followed as given in Section 3, para 3.1.3.1 to 3.1.3.12.3.

3.1.7.2 **Column (17): status of membership as on the date of re-visit:** The entry in this column is to be made using the following codes:

Presently a household member (in respect of all the household members of the preceding visit)	1
Presently not a household member (for those who left the household which includes separation of kitchen, marriage, death, out-migration etc.)	2
For those members who are added as a new household member (by virtue of marriage, in-migration, paying guest, whole time domestic help etc.)	3

### 3.1.8 Section 1.1: Contact details of the household and time taken to canvass the questionnaire

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#### Objectives and Scope

To record the contact details viz. mobile number and landline number of the household and time taken to canvass the questionnaire, name of the informant, response code of the informant.

## **Implementation Notes**

To be canvassed in each of the selected household.

### **3.1.8.1 Item 1.1.1: Mobile number of the informant**

3.1.8.1.0 In this item, mobile number of the head of the household or informant or any other member of the household will be recorded. The mobile number consists of 10 digits starting from any one of the digits 6, 7, 8 or 9.

### **3.1.8.2 Item 1.1.2: Alternate mobile number**

3.1.8.2.0 In this item, alternate mobile number of the head of the household or informant or any other member of the household, if available will be recorded. The mobile number consists of 10 digits starting from any one of the digits 6, 7, 8 or 9.

### **3.1.8.3 Item 1.1.3: Landline number of the informant**

3.1.8.3.0 The 11-digit landline number starting with the STD code as applicable, of the household, if exists in the household is to be recorded here.

### **3.1.8.4 Item 1.1.4: Time taken to canvass the questionnaire (in minutes)**

3.1.8.4.0 Entry in this item will be made in whole number and in minutes. The time required to canvass the questionnaire should be the actual time taken by the enumerator(s) to canvass the questionnaire and will not include the time needed by the enumerator(s) to finalize the questionnaire.

### **3.1.8.5 Item 1.1.5: Name of the informant**

3.1.8.5.0 Informant is the person from whom the bulk of the information on the Schedule is collected. It is always desirable to collect information from one of the household members. In extreme cases, where this cannot be done, information may be collected from a non-household member who is supposed to know the requisite information. In Computer assisted Personal Interview (CAPI) mode, serial number and name of the household member as listed in Cols.1 and 2 of Block 3 will appear along with an option 'not a household member' against 'srl. no. of the household member' '99' for selecting the informant. The enumerator should select the 'informant' from that list as given below.

Srl. no. of the household member	Name	Select the informant
		<input type="radio"/>
		<input type="radio"/>
99	not a household member	<input type="radio"/>

### 3.1.8.6 Item 1.1.6: Response code of the informant as assessed by SE/JSO

3.1.8.6.0 This item is meant to categorize the informant according to the degree of his/her co-operation as well as his/her capability to provide the required information in the Schedule. Information on the type of informant will be collected in terms of the following codes:

informant co-operative and capable	1
informant co-operative but not capable	2
informant busy	3
informant reluctant	4
Others	9

## 3.2 General Instructions for collecting information on household Consumption

Information on household consumption of various items will be collected through three Questionnaires, namely, FDQ, CSQ & DGQ.

- ➡ Information related to **Consumption of Food items** will be collected in **Questionnaire FDQ**.
- ➡ Information related to **Consumption of Consumables (non-food) and services** will be collected in **Questionnaire CSQ**. Information on consumption of **Pan, Tobacco and Intoxicants** will be collected in this Questionnaire.
- ➡ Information on all **Durable items** will be collected in **Questionnaire DGQ**.

### 3.2.1 Consumption: General Clarifications

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3.2.1.1 The following points need to be taken care of during collecting the information on household consumption:

- ➡ The consumption data should be strictly confined to the domestic consumption of the household; in other words, expenditure on any enterprise belonging to the household will be excluded.
- ➡ All consumption expenditure of a domestic servant who is also a member of the household will be included.
- ➡ It may be noted that consumption by livestock of the household will not be included in household consumption. However, products like milk, meat, egg, etc., obtained from such livestock and consumed by the household are to be included.
- ➡ The expenditure incurred on account of pet animals will be recorded.
- ➡ While recording consumption, care should be taken to include consumption on ceremonial occasions, parties, etc.

3.2.1.2 The rules given below have evolved from the definition of household consumption expenditure and the approaches adopted by NSS consumer expenditure surveys to measure consumption at the household level.

3.2.1.2.1 **Transfers in cash made by a household** (e.g., cash gifts to relatives, etc., fines and penalties paid, charity to beggars, cash offerings to deities at temples, other donations, alimony paid, etc.) **are not part of consumption expenditure** of the household.

However, **services of priests and other persons** provided on payment to devotees at a temple are not transfers; they **come under “consumer services”** purchased by the devotees.

**3.2.1.2.2 Transfers in kind** (gifts or charity in kind): No consumption takes place at the moment of transfer.

(a) If the good transferred by a household H1 to a household H2 comes under Questionnaire DGQ or Sections 9 to 11 of Questionnaire CSQ (e.g., a book, a pen or a watch), then the household giving the gift (H1) will normally have incurred expenditure to acquire the good. If this expenditure occurred during the reference period, it will be accounted as H1's consumption expenditure.

(b) If the good transferred by H1 to H2 comes under Questionnaire FDQ or Section 8 (consumption of energy) and Section 12 (consumption of pan, tobacco, intoxicants) of Questionnaire CSQ, it cannot be the consumption of household H1, as household H1 does not use it.

Exceptions to this rule are:

- ◆ *meals prepared by H1 and served to guests or as charity: Such meals are regarded as H1's consumption (recorded against the ingredients of the meals)*
- ◆ *cooked meals purchased from the market and served to guests or as charity: Such meals are considered as H1's consumption.*

**3.2.1.2.3 Payment in kind:** When, instead of cash, a commodity is used as mode of payment, some guidelines are required regarding the accounting of consumption. The rules to be followed are stated below.

(i) Suppose a household H makes a payment in kind to a person P (say, by giving a commodity whose purchase value or imputed value is Rs.100 to a domestic helper or a priest). The following points are to be noted:

**If H is the sample household:**

*No entry against the item (commodity) used as means of payment* is to be made in household H. Instead, an entry of Rs.100 is to be entered in the questionnaire of household H against the item "domestic helper" or "priest", as the case may be (Questionnaire CSQ).

**Exception:** *An important exception to this rule is that ingredients of meals prepared and used as payment in kind by H will be treated as part of H's food consumption (entries against the ingredients will include the priest's/ helper's meals).*

**If P's household is the sample household:**

Case 1: The commodity is a meal prepared in H. No entry will be made in P's household.

Case 2: The commodity received comes under food items, pan, tobacco, intoxicants and consumption of energy (and is not a meal prepared in H, but may be a meal purchased from the market). The commodity will be considered as consumed (by P's household) **when it is used** and will be recorded in P's household.

Case 3: For commodities other than those mentioned in case 2. Goods will be considered to be consumed, if they are acquired. Services will be considered to be consumed, when they are used. Entry will be made in P's household.

(ii) Suppose a P's household receives the payment in kind not from a household H but as a perquisite from a firm where he is employed (e.g., newspapers, electricity, livery, free canteen meals, meals purchased by the firm and provided free, etc.). Then entries will be made in P's household in a similar manner to the situation in (i) above. Canteen meals will be accounted like meals purchased from the market in (i) above and its imputed value will be recorded.

**3.2.1.2.4 Goods received free with goods purchased:** Manufacturers may provide some free goods as incentives to buyers of their products. To illustrate the method for accounting consumption in such cases, suppose a household purchases a packet of rice for Rs. 60 and gets a packet of salt free of cost with the rice. In this case, the household will be considered to have paid part of the Rs. 60 for the salt and only the remaining part for the rice. The two parts will be calculated by apportioning Rs. 60 to salt and rice in proportion to the market values (imputed if not known) of the salt and rice. If, now, the household reports that 75% of the rice and 20% of the salt was consumed during the reference period, then these percentages are to be applied to the values calculated above to record the value of consumption of rice and salt.

Note that if a soap had been obtained free with the rice instead of a packet of salt, then value of consumption of the soap (Expenditure Approach) would have to be recorded as 100% (not 20%) of the value of the soap calculated by the method of apportioning described above. The source code for goods obtained free with purchased goods will be 1 (purchase only) - the same as that for goods actually purchased.

However, in case of talk time received free on purchase of a cellphone, the entire amount may be shown against item 623, section 14.1, Questionnaire DGQ (mobile handset), with no attempt to separate out the expenditure incurred on talk time. The same rule may be followed for all services provided free with purchase of goods.

**3.2.1.2.5 Consumption from PDS:** For the consumption goods – rice, wheat, coarse grains, sugar, salt, pulses, edible oil and kerosene– consumption from “PDS purchased at subsidized rate”, consumption of food grains received free under Pradhan Mantri Garib Kalyan Ann Yojana (PMGKAY) or any other state specific scheme from PDS/FPS or Point of sale (POS)” and consumption from “other sources” are to be entered against separate items. Here PDS stands for Public Distribution System, which means the distribution of some essential commodities by the government at subsidized rates through ration shops, fair price shops and control shops. These shops may be owned by the government, local government, a government undertaking, the proprietor of a firm, co-operatives or private persons (individually or jointly) or other bodies like club, trust, etc. The following points may be noted while classifying a *purchase* as “PDS” or otherwise.

- ➡ "Super Bazaars" and co-operative stores will not generally be included under public distribution system. However, when they sell commodities at controlled prices under

public distribution systems (PDS) against ration cards, they will be considered as ration shops (fair price shops) for particular commodities.

- ➡ For kerosene, "PDS" will also include kerosene depots selling kerosene at controlled prices.
- ➡ Distribution of some controlled price commodities such as kerosene may in some areas be made without a system of presentation of ration card. Except in such situations, a purchase which is not made against a ration card will not qualify as a PDS purchase.
- ➡ A purchase will be considered as "PDS" irrespective of whether the household uses its own ration card or that of some other household.
- ➡ Purchase from PDS shops at prices higher than the PDS prices will also be considered as purchase from PDS as long as the price paid is distinctively lower than the market price.

*It is to be noted that under the Pradhan Mantri Garib Kalyan Ann Yojana (PMGKAY) each beneficiary will get additional 5 kg free rice/wheat, 1 kg of pulses, etc., per person per month in addition to his normal quota of food grains under the NFSA. This means that every poor household would get nearly double the normal quantity of ration.*

*The consumption of food grains received free of cost under PMGKAY or any other state specific scheme from PDS shop/FPS or Point of Sale (POS) are to be recorded against the respective item categories such as rice-free (061), wheat/attta - free (062), coarse grains-free (070), pulses- free (071), gram -free (072), salt -free (073), sugar-free (074) and edible oil-free (075) of the Questionnaire FDQ.*

### 3.3 Questionnaire FDQ: Food Items

#### 3.3.1 General instructions

3.3.1.1 The Use or Consumption Approach is to be followed for capturing the information on food items. However, there are some special rules for meals which are procured by the sample household from outside in cooked form, or cooked by the household and served to other household members.

- ➡ **When a person consumes meals cooked in a different household from his own, the preparing household is considered to be the consuming household.** This is, obviously, a departure from the Use Approach.
  - ✓ Thus, when a guest or a beggar is served food prepared in a household H, it is household H which is considered to be the consuming household. Also, if a household H makes a payment to a person in the form of meals cooked in H's kitchen, it is considered to be the consumption of household H.



- ➡ **When a person consumes meals received as assistance from the Government or charitable organization** (e.g., meals received under the Mid-day Meal scheme), **or as payment in kind from an organization** (except a household enterprise which serves the meals from the household kitchen), **it is considered to be the consumption of the household to which the person receiving the meal belongs.**
  - ✓ When recording such consumption, the value is to be imputed at the local price of the meals received and recorded in Section 7.1 against item 282: “cooked meals received as assistance”.
- ➡ The Use Approach is also to be followed for food in the case of a person (usually a student in a hostel) whose food bills are regularly paid by a person (usually, a parent) belonging to a different household.
- ➡ When cooked meals are purchased from the market (hotels, restaurants, canteens or catering agency), the purchaser household is considered to be the consuming household, regardless of who eats the food (entry in Section 7.1 against item 280). This is a departure from the Use Approach.
  - ✓ However, if the meals purchased are then used by the purchaser as means of payment (say, to the provider of a service), then they will be accounted in the household receiving the meals as payment (entry Section 7.1 against item 281).

**3.3.1.2 Consumption from home produce: the concept:** In Sections 5 and 6, information on quantity and value of total consumption as well as quantity and value (at ex-farm prices) of consumption out of home produce will be recorded for each item.

Home produce here means the produce of cultivation or produce of livestock (e.g., milk) and not food obtained in the home by processing of other food items (e.g., curd from milk, or pickles from vegetables, spices, etc., or milk-based sweets from milk and sugar).

- ✓ *Thus, there is no concept of home produce of curd or ghee, home produce of pickles, or home produce of liquid tea. On the other hand, atta obtained in the home from home-grown wheat, or chira and other grains produced in the home from home-grown paddy, may be treated as “home produce” of wheat, paddy, etc.*

*Note: It may be noted that quantity (Col. (5)) and value (Col. (6)) of total consumption include quantity (Col. (3)) and value (Col. (4)) of consumption out of home produce respectively.*

#### **3.3.1.3 Online purchase/payment:**

- ➡ Online payment can be defined as the paying for goods or services **on the website or using any app**. It allows consumers to buy goods or pay for services like telephone bills, mobile bills, railway tickets, etc., directly from a seller or service provider using the website.
- ➡ Customers can shop or pay online using a range of different computers and other devices, including desktop computers, laptops, tablet computers, smartphones, etc.

Some of the valid methods of payment in order to complete a transaction are through netbanking, a credit card, a debit card, or a service such as Google pay, PhonePe, BHIM/UPI or any other mobile app or an e-wallet, etc.

- ➡ Paying at the physical billing desk in any shop or cash counter through credit cards, debit card, e-wallet or any other payment services are not considered as online purchase or payment.
- ➡ If an item is booked online from the website or using any app, then it will be considered as online purchase even if the payment is made by cash (on delivery) or cheque.
- ➡ If any of the members made online purchase/payment, even by using a device not belonging to the household, using a credit card, debit card, netbanking or any other services like e-wallet or mobile app, etc. possessed by the them, the transaction would be considered as online payment/purchase made by the household.
- ➡ If consumer shops something by ordering it over telephone or through text messages, it can't be considered as online purchase.

**Online purchase of goods:** Goods must be booked or ordered online but payment could be either online (net banking, any mobile app or an e-wallet, etc.) or offline (cash on delivery, cheque).

**Online payment for services:** Payment for services like telephone bills, electricity bills, digital TV recharge, purchase of railway, movie tickets or mobile bills must be made online (not by cash or cheque).

The following table will be followed to identify the online purchase/payment:

Description	Considered/ Not considered as online payment
Buying from an e-commerce market place and paying cash on delivery (This is by far the most prevalent mode of payment.)	Yes
Buying from a local kirana and paying using UPI / Paytm (Online)	No
Buying from an e-commerce market place and paying online using credit/debit card, netbanking or e-wallet or through any other mode	Yes
Ordering from a local kirana over phone or text message/whatsapp message and paying using portable card machine or UPI	No
Paying utility bill using monthly auto deduction system	Yes
Paying utility bill using the online payment system	Yes

**3.3.1.4 Shaded cells:** There are many items for which the cells for quantity have been shaded, since quantity data for these items is difficult to obtain. There are also items for which home production, by definition, is not possible, or it is quite rare that the information is not considered to be worthy for collection. For such items the cells for both quantity and value of home produce are shaded.

### **3.3.2 Section 4.1: General information on purchase/payment**

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#### **Objectives and Scope**

To record some basic information on online **purchase/payment** and procurement of food items **using ration card** by the sample household.

#### **Implementation Notes**

To be canvassed for all the selected households

#### **3.3.2.1 Q4.1.1 Whether the household procured any item using the ration card during the last 30 days?**

3.3.2.1.0 If the household procured any item using the ration card of own household or using the ration card of other household during the last 30 days, code 1 will be recorded in Q4.1.1, otherwise code 2 will be recorded.

<p><b>Branching and skipping:</b></p>
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<p>If code 1 is reported in Q4.1.1, go to Q4.1.2, else go to Q4.1.3</p>
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#### **3.3.2.2 Q4.1.2 Which of the item(s) (rice, wheat, coarse grain, sugar, pulses, edible oil, other food items) the household procured using the ration card during the last 30 days?**

3.3.2.2.0 If code 1 is reported in Q4.1.1, the name of the item(s) (out of the items listed in Col. (2)) procured using ration card may be enquired and then corresponding check box(es) in Col. (3) of Q4.1.2 will be selected (checked), other item(s) will remain unchecked.

#### **3.3.2.3 Q4.1.3 Whether any online purchase/payment has been made to buy one or more of the items (Groceries (cereals, pulses & its products, edible oil, sugar & salt, spices, beverages, etc.), milk & milk products, vegetables, fruits (fresh & dry), egg, fish & meat, served & packed processed food, other food items) during the reference period of 30/7 days?**

3.3.2.3.0 If any online purchase/payment (for definition see para 3.3.1.3, Section 3.3) has been made by the household to buy one or more of the items listed in Col. (2) during the reference period as mentioned in Col. (3), then the corresponding box in Col. (4) will be checked, otherwise, it will remain unchecked.

#### 3.3.2.4 **Q4.1.4 Did the household perform any ceremony during the last 30 days?**

3.3.2.4.0 A ceremony for the purpose of this question is an occasion on which a large number of meals (not just snacks) were served to non-household members, which significantly affects the household's total consumption expenditure during the last 30 days. The occasion need not be religious.

If the household is found to have performed any ceremony during the last 30 days, code 1 will be recorded; otherwise, code 2 will be recorded.

#### 3.3.2.5 **Q4.1.5 How many meals were served to non-household members during the last 30 days?**

3.3.2.5.0 The total number of meals served to non-household members during the last 30 days will be recorded against this question. The definition of meal is given in paragraph 3.1.3.10 of Section 3.

*It may be noted that if a ceremony was performed (i.e., code 1 is reported in Q4.1.4), the entry in Q4.1.5 will be positive (>1). But entry in Q4.1.5 (meals served to non-household members) may be positive even if no ceremony was performed, i.e., code 2 is reported in Q4.1.4.*

### 3.3.3 General instruction for Sections 5 & 6

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3.3.3.1 **Columns (1) and (2): item and code:** It may be noted that for accounting of items a 3-digit coding system is used in all these sections. Descriptions of the items and their codes are printed in columns (1) and (2), respectively.

3.3.3.2 **Unit of Quantity:** For each item of consumption, the unit in which the quantity is to be recorded is, in case of some items, shown within brackets after the description of the item in Col. (1). For items, where no unit is specified after the item description in Col. (1), the quantity must be recorded in kilograms (kgs).

3.3.3.3 **Columns (3), (4), (5) and (6): quantity and value:** In Cols. (5) and (6), total consumption of the item by the household during the reference period is to be recorded. This includes all consumption out of monetary and non-monetary purchases including goods purchased online and of goods received as gift or charity, obtained through free collection, or as payment in kind. On the other hand, Cols. (3) and (4) relate only to the imputed value of consumption of home produce. For a number of items, the quantity cells in the questionnaire

are shaded; this means that no quantities are to be recorded for those items. For some items, consumption from home produce is not to be recorded; this is also indicated by shading the appropriate cells.

**3.3.3.4 Columns (3) and (5): quantity:** Against most of the items of Sections 5 & 6, there is provision to record the quantity figure in the appropriate unit. In Sections 5 and 6, a quantity figure has two parts – an integer part and a fractional or decimal part. The integer part will be recorded in the left-hand cell and the fractional part will be entered in the right-hand cell in three places of decimals, in case the units are reported either in ‘kg’ or ‘litre’.

If the specified unit of quantity is ‘gm’, ‘no.’, the right-hand cell of the space for quantity has been shaded, meaning that a whole number entry is required to record the quantity.

**3.3.3.5 Columns (4) and (6): value:** All value figures are to be recorded in *whole number of rupees*, after rounding off paise figures, if any.

**3.3.3.6 Column (7): source code:** Consumption of an item during the last 7 or 30 days may be made out of one or more of several possible sources: namely, purchase, home produce, exchange of goods and services, gifts or charities, and free collection. The source from which the item has been obtained and consumed by the household is to be recorded in code.

The codes are as follows:

only purchase	1
only home-grown stock	2
both purchase and home-grown stock	3
only free collection	4
only exchange of goods and services	5
only gifts/ charities	6
others	9

- ➡ When a household H providing a service to another household (or an organization), receives an item of consumption as full or partial payment in kind (or as perquisite), it is a case of goods acquired (by household H) through “exchange of goods and services”. This includes perquisites obtained by salary earners against the services they render to their employers or organization. When land owning households obtain crops as crop share from cultivator households, it is also a case of goods received in exchange of goods and services. In these cases, source code will be 5.
- ➡ Code 3 will be applicable, if consumption is made out of both purchase and home-grown stock but not from any other sources. For any other combination of sources, code 9 is to be recorded.
- ➡ Consumption out of transfer receipts will get code 9.
- ➡ It is common for many households to receive part of the produce of other households (friends or relatives) as gift. If the household report to receive the same as a gift, then code 6 will be recorded against col. 7.

**3.3.3.7 Home processing of food:** Some food items listed in Sections 5 and 6 may be prepared in the home from other food items already listed in the respective sections. For example, ghee (item 164, Section 6.1) may be prepared in the home from milk: liquid (item 160, Section 6.1). Pickles (item 294, Section 7.2) may be prepared in the home from chillies, mangoes, salt, etc.

In such cases, the question of where to record the consumption of such food preparations is answered in general as: against the ingredient items. Thus, consumption of purchased ghee (or ghee received as gift, say) is recorded against “ghee” but that of home-made ghee against “milk: liquid”; consumption of purchased muri is recorded against “muri” but that of home-made muri against “rice”; consumption of purchased pickles is recorded against “pickles” but that of home-made pickles against the ingredients such as “salt”, “mango”, “chilli”, etc.

**3.3.3.8 Home produce:** As discussed, home produce means the produce of cultivation or produce of livestock (e.g., milk) and not food made in the home by processing of other food items listed in the questionnaire.

Thus, there is no question of home produce of curd or ghee, home produce of pickles, or home produce of liquid tea. However, chira, khoi and rice obtained in the home from paddy are considered as home produce of chira, khoi and rice, as paddy is not an item listed in the questionnaire.

Also, “gur” is often prepared at home from sugar cane, etc. Provision is made to record consumption of home-made gur against the item “gur” itself in the columns for “consumption out of home produce”.

For purchased or home-produced plant stem juices, which do not come under any of the food sub-groups, provision is made in item 276.

**3.3.3.9** It follows from the above that source code 2 (consumption from home-grown stock only), source code 3 (consumption from both purchase and home-grown stock) and source code 4 (consumption from free collection) are not permissible for some of the items of Sections 5 or 6 such as muri, curd, ghee, butter, ice-cream, pickles, tea (cup), etc., which are created by processing of other items of Sections 5 or 6 (rice, milk, sugar, vegetables, fruits, salt, etc.). Only source codes 1, 5, 6 and 7 can be entered against these items.

In Questionnaire FDQ, symbol ‘@’ appears in the Col. (7), source code against all items of this kind. Note that the purpose of the symbol ‘@’ is not to block the entry from being made in the Col. (7), but to remind the enumerator that source codes 2, 3 and 4 are not applicable for the item concerned.

**3.3.3.10 Storing of home-processed food before consumption:** Some home-made items such as pickles and ghee may be stored in the home for a number of months before they are consumed. Data collection on consumption during any particular month becomes difficult in such cases. *For simplicity of data collection, therefore, the ingredients may be regarded as consumed at the moment when they are used up in the process of preparation of the final food product. This applies to all items of Sections 5 and 6 which may be prepared in the home from other items of Sections 5 and 6.*

*It follows that home-made item such as ghee and pickles, if received by the sample household as gift from another household which prepared the item, and subsequently consumed, should not be accounted as consumption of the sample household. This procedure is a departure from the use approach otherwise followed for food items.*

**3.3.3.11 Imputation of value:** The method of imputing values of items which are consumed but not purchased has been given in paragraph 3.0.2.17.

### **3.3.3.12 Wastage and normal discard of food in the process of consumption**

- ➡ It may be mentioned that for all the items in Section 5/6, the quantity which have been actually consumed is to be recorded.
- ➡ However, normal day-to-day wastage like thrown-away cooked food will not be excluded from the quantity of consumption.
- ➡ Similarly, for recording quantities, discard due to normal cleaning, peeling, etc. will be ignored. Thus, a kilogram of jackfruit bought from the market and cooked after throwing away the skin will be entered as 1 kg of jackfruit.
- ➡ But the quantity of impure item, like husk mixed with rice, will be netted out while recording quantity of rice consumed, while no adjustment will be made in value of the consumed rice.

For example, suppose the weight of a mixture of rice and husk originally weighing 10 kgs becomes only 8 kgs after its cleaning, etc. Then the quantity of rice consumed is to be recorded as 8 kgs only. However, the value of rice to be recorded remains unchanged.

**3.3.3.13 Losses of food: An item which is not brought into the consumption process will not be treated as consumed.** For example, suppose that 10 kgs of wheat is purchased for consumption at Rs.200, out of which, 5 kgs is either stolen, or damaged by insects, infection, etc., or eaten by rats, and the remaining 5 kgs is consumed. Then the quantity of consumption will be 5 kgs and the value of consumption will be Rs.100.

## **3.3.4 Section 5: Consumption of cereals, pulses, sugar and salt during the last 30 days**

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### **Objectives and Scope**

To record some basic information on the quantity and value of consumption of **cereals, pulses, sugar and salt** by the household during the last 30 days preceding the date of the survey. Consumption details of cereals, pulses and sugar and salt will be recorded in Section 5.1, Section 5.2 & Section 5.3 respectively.

## Implementation Notes

To be canvassed for all the selected households.

### 3.3.4.1 Section 5.1: Consumption of cereals during the last 30 days

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#### **Q5.1 What is the quantity and value of the cereals and cereal substitutes consumed by the household during last 30 days?**

3.3.4.1.1 If the selected household report to have consumed any of the items of cereal and cereal substitutes mentioned in Col. (1), Q5.1 during the last 30 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

3.3.4.1.2 **Items 101, 102 and 061: rice:** Rice will mean the grain obtained after husking and cleaning paddy. Rice procured through PDS at subsidized rate using ration card will be recorded against item 101. Consumption of rice received free of cost from PDS shop/FPS or Point of Sale (POS) under Pradhan Mantri Garib Kalyan Ann Yojana (PMGKAY) or from any other state specific schemes are to be recorded under item rice-free (061). For this item value is to be imputed at prevailing local retail market price. Rice consumed from other sources will be recorded against item 102.

3.3.4.1.3 **Items 103, 105 & 106:** Rice products like chira (item 103), muri (item 105), khoi/lawa, other rice products, etc. (item 106) which are obtained by splitting, frying, powdering, parching of the grain are covered by these items.

➡ However, if such products (e.g., muri) are made from rice in the home, their consumption will be recorded against “rice” (item 101 or 061 or 102) and not against the rice product (muri).

➡ 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 the food group- “processed food”.

If they are prepared at home, the consumption will be accounted against the ingredients (rice, sugar, etc.).

3.3.4.1.4 **Items 107, 108 and 062: wheat/atta:** This will mean wheat in its whole grain form, broken wheat (not powdered) and also atta used for food preparation. If they are procured through PDS shop at subsidized rate then entry will be made against item 107. Consumption of wheat received free of cost from PDS shop/FPS or Point of Sale (POS) under Pradhan Mantri Garib Kalyan Ann Yojana (PMGKAY) or from any other state specific schemes are to be recorded under item wheat/atta-free (062) and the value is to be imputed at



prevailing local retail market price. Wheat/atta consumed from other sources will be recorded against item 108.

#### 3.3.4.1.5 Items 110, 111, 112 & 114: wheat products-

**Item 110: Maida** is wheat flour, that is, wheat in its powdered form (which is purchased as “*maida*”), will be included under item 110 (*maida*).

**Item 111: Suji and Rawa** are granulated wheat, used as battering ingredient in many Indian dishes. These are also used as main ingredient in numerous foods, both sweets and savory, like Upma and Rawa Laddoo.

**Item 112: Sewai** are made out by different food grains such as wheat, maida, rice, ragi, etc. and will be recorded against item 112.

**Item 114: Other wheat products** not mentioned above in items 110 to 112 will be accounted against item 114 (other wheat products).

It may be noted that wheat preparation like noodles, bread, biscuits, cakes, etc., will be accounted for in the packaged processed food sub-group (Section 7.2).

*Note: Consumption of bakery bread and noodles will be recorded against item 113 and item 015 respectively in Section 7.2 (packaged processed food). Earlier the same used to be collected in cereal sub-group.*

**3.3.4.1.6 Items 001, 070 and 002:** Details of consumption of coarse grains- (i) jowar, (ii) bajra, (iii) maize, (iv) barley, (v) ragi and (vi) small millets will be recorded against **item code 001**, if these items are procured from PDS shop at subsidized rate. If these coarse grains are procured free of cost under PMGKAY or any other state specific schemes then the consumption of these items are to be recorded against item 070. If they are procured from any **other sources**, then consumption details will be recorded against **item code 002**. Maize (item 002) will include popcorn and barley will include *Sattu* prepared by it, etc.

Food prepared by these cereals will be recorded against appropriate items of food group, beverages, etc.

It may be noted that *item code 001 includes coarse grains viz. (i) jowar & its products (055), (ii) bajra & its products (056), (iii) maize & its products (057), (iv) barley & its products (058), (v) ragi & its products (059), and (vi) small millets & its products (060) purchased from PDS shop at subsidized rate.*

*Item code 070 includes coarse grains procured from PDS shop/FPS or POS at free of cost (i) jowar & its products (063), (ii) bajra & its products (064), (iii) maize & its products (065), (iv) barley & its products (066), (v) ragi & its products (067), and (vi) small millets & its products (068).*

*Item code 002 includes coarse grains items purchased from **other sources** (i) jowar & its products (115), (ii) bajra & its products (116), (iii) maize & its products (117), (iv) barley & its products (118), (v) ragi & its products (121), and (vi) small millets & its products (120).*

Drop Down Menu (DDM) will be provided to record consumption of these items separately in data capturing software.

**Consumption of each coarse grain will be recorded separately only for the households belonging to the States-Rajasthan, Punjab, Haryana, Gujarat, Andhra Pradesh, Tamil Nadu, Kerala, Karnataka, Uttar Pradesh and Telangana. For rest of the States/UTs, total quantity and value of all the coarse grains consumed by the household during the reference period is to be recorded against items 001, if procured from PDS shop at subsidized rate; will be recorded against item 070, if procured from PDS shop/FPS or POS at free of cost and against item 002, if procured from other sources.**

**3.3.4.1.7 Item 122:** Other cereals and its products which are not listed in this Section will be recorded against item code 122.

**3.3.4.1.8 Item 129: cereal: sub-total:** This is a sub-total item. The entry will be the sum of the entries recorded in that column against each of the constituent items (cereals and cereal products).

**3.3.4.1.9 Item 139: cereal substitutes (tapioca, 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 may consume no cereal at all. The food requirement is partially or wholly met in such cases by consumption of food items 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*, singara floor, 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.*

### 3.3.4.2 Section 5.2: Consumption of pulses and pulse products during the last 30 days

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#### **Q5.2 What is the quantity and value of the pulses and pulse products consumed by the household during last 30 days?**

3.3.4.2.1 If the selected household report to have consumed any of the items of pulse and its products mentioned in Col. (1), Q5.2 during the last 30 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

3.3.4.2.2 **Items 140 to 146 & 148:** Consumption details of different types of pulses will be recorded against these items.

It may be noted that consumption of khesari will be recorded against item code 148 (other pulses).

3.3.4.2.3 **Item 150: besan, gram products:** Consumption of besan and other gram products like *sattu* obtained by frying and powdering of gram (whole grain) will be recorded against item code 150.

3.3.4.2.4 **Item 152: other pulse products:** Pulse products like soya chunks, soyabean meal and soya flour, etc., will be recorded here.

3.3.4.2.5 **Items 158 & 071:** Consumption of different types of pulses procured through PDS at subsidized rate will be recorded in item 158.

Consumption of pulses received free of cost from PDS shop/FPS or POS under Pradhan Mantri Garib Kalyan Ann Yojana (PMGKAY) or from any other state specific schemes are to be recorded against item pulses-free (071) and the value is to be imputed at prevailing local retail market price.

3.3.4.2.6 **Item 159:** This is a sub-total item. The entry will be the sum of the entries recorded in that column against each of the constituent items (pulses and pulse products).

### 3.3.4.3 Section 5.3: Consumption of salt and sugar during the last 30 days

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#### **Q5.3 What is the quantity and value of the salt and sugar consumed by the household during last 30 days?**

3.3.4.3.1 If the selected household report to have consumed any of the items of salt and sugar mentioned in Col. (1), Q5.3 during the last 30 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

**3.3.4.3.2 Items 178 & 073:** Consumption of salt procured through PDS at subsidized rate will be recorded in item 178. Consumption of salt received free of cost from PDS shop/FPS or POS under PMGKAY or from any other state specific schemes are to be recorded under item salt (073) and value is to be imputed at prevailing local retail market price.

**3.3.4.3.3 Item 170:** Salt procured from other sources will be recorded here.

**3.3.4.3.4 Items 171-172 & 074:** If sugar is procured from PDS shop at subsidized rate, then it will be recorded against item code 171. Consumption of sugar received free of cost from PDS shop/FPS or POS under PMGKAY or from any other state specific schemes are to be recorded under item sugar (074). Sugar consumed from other sources will be recorded against item code 172. This will also include *khandsari*.

**3.3.4.3.5 Items 173-174:** Consumption of jaggery (gur) will be recorded against item code 173. The quantity and value of purchased “gur” (Molasses or black treacle) will be reported in relevant columns of this item. The *ex-farm* price for home produced ‘gur’ will be reported in Cols. (3) and (4). Consumption of candy, misri will be recorded against item code 174.

**3.3.4.3.6 Item 175:** Consumption of honey will be accounted here.

**3.3.4.3.7 Item 179:** This is a sub-total item. The entry will be the sum of the entries recorded in that column against each of the constituent items (sugar and salt).

### **3.3.5 Section 6: Consumption of milk & milk products, vegetables, fruits, egg, fish & meat, edible oil, spices, beverages during the last 7 days**

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#### **Objectives and Scope**

To record some basic information on the quantity and value of consumption of ‘**milk & milk products**’, ‘**vegetables**’, ‘**fruits (fresh and dry)**’, ‘**egg, fish & meat**’, ‘**edible oil**’, ‘**spices**’ and ‘**beverages**’ by the household during the last 7 days preceding the date of the survey in Sections 6.1 to 6.8 respectively.

#### **Implementation Notes**

To be canvassed for all the selected households.

### 3.3.5.1 Section 6.1: Consumption of milk & milk products during last 7 days

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#### Q6.1 What is the quantity and value of the milk and milk products consumed by the household during last 7 days?

3.3.5.1.1 If the selected household report to have consumed any of the items of milk & milk products mentioned in Col. (1), Q6.1 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

3.3.5.1.2 **Items 160, 162-167, 003 – 007, 092: milk and milk products:** These items relate to liquid milk, 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*), yogurt, casein (*chhena*), butter milk, etc.

Confectioneries like ‘khoya’, ‘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 confectioneries from liquid milk, its consumption will be recorded against milk: liquid (item 160) and against other constituent items of the preparations.

Similarly, when milk products like ghee, butter, curd, etc. are obtained from liquid milk by the household and consumed, consumption will be recorded against milk: liquid and not against the particular milk product.

For example, suppose a household purchased 30 litres of milk, out of which 15 litres was converted into curd and consumed. In this case the entire amount of 30 litres will be shown against “milk: liquid” only. But if the curd is purchased from the market and consumed by the household, the quantity and value will be recorded against “curd”.

3.3.5.1.3 **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. during the reference period for the purpose of household consumption should also be included in this item even if the milk products are not actually consumed during the reference period (a departure from the consumption approach). The same procedure will be followed even if the milk product is intended to be gifted to some other household.

3.3.5.1.4 **Item 164: ghee:** Ghee is a type of clarified butter in which all the milk solids have been removed and is stable at room temperature. It is also used as Ayurvedic medicine.

**3.3.5.1.5 Item 163: curd, yogurt:** Curd (Dahi) is a dairy product made by curdling the milk with edible acidic substance such as lemon juice or vinegar whereas Yogurt is created by bacterial fermentation of milk by using yogurt culture that consists of *Lactobacillus bulgaricus* and *Streptococcus thermophiles*.

**3.3.5.1.6 Item 165: butter:** Butter is dairy product made from the fat and protein components of milk or cream.

**3.3.5.1.7 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 278 (other beverages, Section 6.8).

**3.3.5.1.8 Item 003 - 005: paneer, prepared sweets & cheese:** Paneer and cheese are dairy product made from milk and will be recorded against item 003 & 005 respectively. Prepared sweets will include sweets made of sugar, cereals, milk, coconut, etc., obtained by purchase or as gift and will be recorded against item 004. Sweets made at home will not be accounted against this item but against their ingredient items.

**3.3.5.1.9 Item 167: other milk products:** Milk products like khoya, etc. which are not recorded against item codes mentioned above will be accounted here.

It may be noted that **item code 092 includes** (i) lassi (006), (ii) butter milk (007), (iii) other milk products (167). Drop Down Menu (DDM) will be provided to record consumption of these items separately in data capturing software.

### **3.3.5.2 Section 6.2: Consumption of vegetables during last 7 days**

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**Q6.2 What is the quantity and value of the vegetables consumed by the household during last 7 days?**

**3.3.5.2.1** If the selected household report to have consumed any of the items of vegetables mentioned in Col. (1), Q6.2 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

**3.3.5.2.2 Items 200 to 217:** All vegetables consumed by the sample household will either be accounted against the specific listed items or against item 217 (other vegetables). Other vegetables (item 217) include green fruits like mango, etc. used in preparing pickles in the home.

Note that quantity of lemon is to be recorded in number, not in kgs.

### **3.3.5.3 Section 6.3: Consumption of fruits (fresh) during last 7 days**

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#### **Q6.3 What is the quantity and value of the fruits (fresh) consumed by the household during last 7 days?**

3.3.5.3.1 If the selected household report to have consumed any of the items of fruits (fresh) mentioned in Col. (1), Q6.3 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

3.3.5.3.2 **Items 220 to 238, 093:** All **fresh fruits** consumed by the sample household will either be accounted against the specific listed items or against item 238 (other fresh fruits).

It may be noted that **item code 093 includes** (i) litchi, (ii) pears/nashpati, (iii) singara, (iv) jackfruit, (v) berries, (vi) pineapple and (vii) other fresh fruits. Drop Down Menu (DDM) will be provided to record consumption of these items separately in data capturing software.

### **3.3.5.4 Section 6.4: Consumption of fruits (dry) during last 7 days**

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#### **Q6.4 What is the quantity and value of the fruits (dry) consumed by the household during last 7 days?**

3.3.5.4.1 If the selected household report to have consumed any of the items of fruits (dry) mentioned in Col. (1), Q6.4 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

3.3.5.4.2 **Items 240 to 243, 245 - 247, 008, 010, 094:** All **dry fruits** consumed by the sample household will either be accounted against the specific listed items or against item 247 (other dry fruits).

It may be noted that **item code 094 includes** (i) apricot (008), (ii) dry fig: anjeer (010), and (iii) other dry fruits (247). Drop Down Menu (DDM) will be provided to record consumption of these items separately.

### **3.3.5.5 Section 6.5: Consumption of egg, fish & meat during last 7 days**

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#### **Q6.5 What is the quantity and value of the egg, fish & meat consumed by the household during last 7 days?**

3.3.5.5.1 If the selected household report to have consumed any of the items of egg, fish and meat mentioned in Col. (1), Q6.5 during the last 7 days, then the quantity and value of these

items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

**3.3.5.5.2 Items 190 to 196:** Details of egg, fish and meat consumed by the sample household will either be accounted against the specific items listed in Col. (1) or against item 196 (others).

### **3.3.5.6 Section 6.6: Consumption of edible oil during last 7 days**

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#### **Q6.6 What is the quantity and value of the edible oil consumed by the household during last 7 days?**

3.3.5.6.1 If the selected household report to have consumed any of the items of edible oil mentioned in Col. (1), Q6.6 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

3.3.5.6.2 **Items 180 to 183, 185, 095: edible oil:** Oils such as mustard oil, groundnut oil, etc. will be considered as “edible oil” when they are used in cooking. The same oils, when used for toilet purpose, will not be accounted against any of these items in this section, but will be recorded against item 017 (hair oil, hair colour) or item 457 (other toilet articles) of Section 9.1, Questionnaire CSQ. If oilseeds are 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.

3.3.5.6.3 Refined oil is prepared by chemical processes of neutralisation, bleaching and decolourisation from the raw oil obtained by crushing the seeds. Sunflower, soyabean oil, rice bran oil, olive oil, vegetable oil, palm oil, etc. will be recorded against item 184 (refined oil).

3.3.5.6.4 **Items 188 & 075: edible oil PDS and edible oil-free:** Consumption of edible oil procured through PDS at subsidized rate will be recorded against item 188, however, if the same is procured free of cost under PMGKAY or any other state specific scheme, then consumption will be recorded against item 075.

Note that Vanaspati, margarine (180) and other edible oil (185) will be included under the item code 095 (others). Drop Down Menu (DDM) will be provided to record consumption of these items separately.



### 3.3.5.7 Section 6.7: Consumption of spices during last 7 days

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#### **Q6.7 What is the quantity and value of the spices consumed by the household during last 7 days?**

3.3.5.7.1 If the selected household report to have consumed any of the items of spices mentioned in Col. (1), Q6.7 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

3.3.5.7.2 **Items 250-258, 260-261: spices:** There are a large variety of spices which are generally used in food preparations. Items not listed in Q6.7 are mostly purchased in the villages as mixed spices and it may be difficult to collect information on expenditure and consumption of each individual item of spices. For such spices item 261 (other spices) has been provided.

Note that quantity of consumption will be recorded in gm, not in kgs.

3.3.5.7.3 **Item 256: dry chillies:** Consumption of dry chillies, whole or powdered, will be recorded in item 256.

3.3.5.7.4 **Item 254: turmeric (haldi):** Consumption of turmeric (*haldi*), whole or powdered, will be recorded in item 254.

3.3.5.7.5 **Item 252: cumin (jeera):** Consumption of cumin (*jeera*) seeds, whole or powdered, will be recorded in item 252.

3.3.5.7.6 **Item 253: coriander (dhania):** Consumption of coriander (*dhania*) leaf or its seeds (whole or powdered) will be recorded in item 253.

3.3.5.7.7 **Items 250-251: ginger and garlic:** Consumption of ginger and garlic, used as whole, paste or powder, will be recorded against item code 250 and 251 respectively.

3.3.5.7.8 **Item 258: curry powder:** Spice mixtures sold as fish curry powder, chicken masala, biryani masala, garam masala, etc. will be included in item 258.

3.3.5.7.9 **Item 255: black pepper (kali mirch):** Consumption of black pepper (*kali mirch*), whole or powdered, will be recorded in item 255.

3.3.5.7.10 **Item 257: tamarind:** Consumption of tamarind will be recorded in item 257.

3.3.5.7.11 **Item 260: oil seeds:** seeds from cultivated crops yielding oil, e.g., rape, sesame, sunflower, etc. will be recorded in item 260. It includes mustard seeds, basil seeds, chia seeds, etc.

3.3.5.7.12 **Item 263: poppy seeds:** Consumption of poppy seeds (khuskhus) is to be recorded against this item.

### 3.3.5.8 Section 6.8: Consumption of beverages during last 7 days

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**Q6.8 What is the quantity and value of the beverages consumed by the household during last 7 days?**

3.3.5.8.1 If the selected household report to have consumed any of the items of beverages mentioned in Col. (1), Q6.8 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

3.3.5.8.2 **Item 270: tea- cups (no.):** Quantity (no.) and value of tea purchased and consumed in cups during the reference period will be recorded in item 270.

3.3.5.8.3 **Item 271: tea -leaf (gm):** Quantity (gm) and value of tea purchased in the form of powder, leaf or tea-bags and consumed during the reference period will be recorded in item 271.

3.3.5.8.4 **Item 272: coffee-cups (no.):** Quantity (no.) and value of coffee purchased and consumed in cups during the reference period will be recorded in item 272.

3.3.5.8.5 **Item 273: coffee-powder (gm):** Quantity and value of coffee purchased in the form of powder and consumed during the reference period will be recorded in item 273.

3.3.5.8.6 **Item 274: mineral water:** The term “mineral water” will be understood to mean all packaged drinking water regardless of its mineral content. Quantity will be recorded in litre in item 274.

3.3.5.8.7 **Item 011: soda drinks:** This includes cold/soft drinks like Thums Up, Pepsi, Coca-Cola, Limca, Mountain Dew, Ginger Ale, soda water, etc., and energy drinks like Red Bull, etc. The unit of quantity is ‘litre’.

3.3.5.8.8 **Item 275: other cold beverages: bottled/canned:** Other cold beverages not included in item 011 will be recorded in item 275. The unit of quantity is ‘litre’.

3.3.5.8.9 **Item 276: fruit juice and shake, sugar cane/date-palm juice, etc.:** The unit of quantity for this item is litre. Fruit juices obtained through purchase like packaged green

coconut water, etc., will be recorded here. Fruit juices obtained by extracting the juice of a fruit at home will not be recorded in this item, but against the relevant fruit item (e.g., orange).

Juices obtained from plant stems, such as sugarcane juice and date-palm juice, whether purchased or extracted from home produce or forest produce, will be recorded against this item. Moreover, any amount of such juices used to make “gur” in the home will not be recorded against this item. It will be recorded in item 173 (Section 5.3).

**3.3.5.8.10 Item 278: other beverages (cocoa, chocolate etc.):** This will include cocoa, drinking chocolate, health drinks, etc. No quantity is to be recorded. If a kg of drinking powder is purchased and only 20% is consumed during the reference period, then the cost of 200 gm of that powder will be entered.

### 3.3.6 General instruction for Section 7

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**3.3.6.1 Columns (1) and (2): item and code:** It may be noted that for accounting of items a 3-digit coding system is used in all these sections. Descriptions of the items and their codes are printed in columns (1) and (2), respectively.

**3.3.6.2 Unit of Quantity:** For each item of consumption, the unit in which the quantity is to be recorded is, in case of some items, shown within brackets after the description of the item in Col. (1). For items, where no unit is specified after the item description in Col. (1), the quantity must be recorded in kilograms (kgs).

**3.3.6.3 Columns (3) and (4): quantity and value:** In Cols. (3) and (4), total consumption of the item by the household during the reference period is to be recorded. This includes all consumption out of monetary and non-monetary purchases including goods purchased online and of goods received as gift or charity, obtained through free collection, or as payment in kind.

Against most of the items of this section, there is provision to record the quantity figure in the appropriate unit. A quantity figure has two parts – an integer part and a fractional or decimal part. The integer part will be recorded in the left-hand cell and the fractional part will be entered in the right-hand cell in three places of decimals, in case the units are reported in ‘kg’.

If the specified unit of quantity is ‘gm’, the right-hand cell of the space for quantity has been shaded, meaning that a whole number entry is required to record the quantity figure.

All value figures are to be recorded in whole number of rupees, after rounding off paise figures, if any.

**3.3.6.4 Column (5): source code:** Consumption of an item during the last 7 days may be made out of one or more of several possible sources: namely, purchase, exchange of goods and services, and gifts or charities. The source from which the item has been obtained and consumed by the household for served and packaged processed food is to be recorded in code.

The codes are as follows:

only purchase	1
only exchange of goods and services	5
only gifts/ charities	6
others	9

*Note: Please refer para 3.3.3.6, Section 3.3.3 for more details of the codes related to source of the items consumed.*

### 3.3.7 Section 7: Consumption of processed food during the last 7 days

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#### Objectives and Scope

To record some basic information on the quantity and value of consumption of **‘served’ and ‘packaged’ processed food** by the household during the last 7 days preceding the date of the survey in Sections 7.1 & 7.2 respectively.

#### Implementation Notes

To be canvassed for all the selected households

#### 3.3.7.1 Section 7.1: Consumption of served processed food during last 7 days

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##### Q7.1 What is the quantity and value of the served processed food consumed by the household during last 7 days?

3.3.7.1.1 If the selected household report to have consumed any of the items of served processed food mentioned in Col. (1), Q7.1 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) & (4) and source from where these items were procured is to be recorded in Col. (5).

3.3.7.1.2 **Served processed food (items 280 to 284):** The foods that have been listed in Col. (1) are those that are normally (but not always) served “hot” or “ready-to-eat” in restaurants, snack bars, roadside eating places, etc. for immediate consumption at the place of purchase, such as samosas, kachoris, puris, parathas, burgers, chaat, paobhaji, vegetable or non-veg. rolls, idlis, vadas and dosas, cooked chowmein, golgappas, litti, etc., and meals received outside the home through purchase or in the workplace or as charity.

- ➡ Any of these foods, if prepared at home, will not be recorded as a “processed food” item but will be accounted against the ingredients (such as flour, oil, salt, etc.). That is, there is no change in the existing procedure in this respect.

- ➡ A food thali purchased and consumed will be recorded wholly against “cooked meals purchased” (item 280). Even if such a thali contains puris or parathas, no entry will be made against item 283.
- ➡ Chowmein (say) will be recorded against item 283 whether it is served in a snack bar or packed in cooked form for taking home. Similarly, a veg. burger will be recorded against item 283 whether it is served on a plate or packed for taking home.
- ➡ The value of sabzi (cooked vegetables) received with a plate of puris, parathas or kachoris will not be known to informants and no separate accounting of such sabzi need to be done. On the other hand, it might be possible to record the value of sweets and samosas separately (prepared sweets against item 004, Section 6.1 and samosa against item 283, Section 7.1 respectively), even if purchased from the same shop, as they are separate item and have their own value.

**3.3.7.1.3 Items 280 to 282 (cooked meals):** It should be noted, firstly, that the term “cooked meals” in items 280 to 282 does not refer to food cooked in the sample household or in any other household. (That kind of food is always accounted against the ingredients in the household in which it is cooked.) The cooked meals considered in these items are of the following kinds: cooked meals acquired through purchase, cooked meals received free in the workplace, and cooked meals received as assistance or charity.

**3.3.7.1.4 Items 076 & 280: cooked meals purchased:** As in earlier rounds, cooked meals purchased by the sample household from hotels, restaurants, etc. for own consumption or for consumption of guests or for charity will be recorded against item 280: “cooked meals purchased”. However, if the cooked meals are purchased at subsidized rates under different Government social welfare schemes like, Amma Canteen, Kalaignar, Maa Canteen, Shivbhojan scheme etc. or from Charitable organization, then the same are to be recorded against item 076. Also, cooked meals purchased and used as means of payment for services received by the sample household will be recorded in the household of the person receiving the cooked meals as payment. In case of student households residing in hostels, the meals received from the hostel mess against payment (usually monthly) will be recorded against item 280 in the student household even if paid for by the parents.

**3.3.7.1.5 Item 281: cooked meals received free in workplace:** The number and imputed value of cooked meals received by any member of the sample household free of cost as perquisites or as payment in kind from the organization in which he/she is employed (e.g., free meals from the office or factory canteen) should be recorded in this item.

**Meals obtained at a subsidized price from workplace will, however, be recorded against item 280 and not here.**

Note that consumption of meals prepared in the kitchen of the employer’s household will not be recorded here as it will be accounted in the employer’s household (against the ingredients).

**3.3.7.1.6 Item 282: cooked meals received as assistance:** The number and imputed value of cooked meals received free of cost under the mid-day meal scheme or received as charity, flood relief, or other assistance from any government or private organization (such as religious bodies) will be recorded against this item.

**Meals prepared in the kitchen of any household and served as charity to any member of the sample household will not be accounted here but in the preparing household (against the ingredients).**

*Note: If the ingredients of meals, such as uncooked rice, dal, etc. are received, even from schools in lieu of mid-day meals, they should be recorded against rice, dal, etc., and not here.*

For inmates of hostels where meals are provided free of cost by the Government or other organization which runs the hostel, the cost of meals will be imputed at local prices and recorded against item 282.

**3.3.7.1.7 Item 283: cooked snacks purchased (samosa, puri, paratha, burger, chowmein, idli, dosa, vada, chops, pakoras, paobhaji, vadapao, etc.):** This item will also include pizzas, kachoris, chhole bhaturey, fries and cutlets, vegetable and non-veg rolls, kulche, dal-bati churma, litti, sandwiches and similar foods.

Note that any of these foods, if prepared at home, will NOT be recorded as a “processed food” item but will be accounted against the ingredients (such as flour, oil, salt, etc.). Also, if a meal whose main ingredient was parathas (or pizzas, etc.), if reported against item 280, it should not be reported again against item 283.

**3.3.7.1.8** The enumerator should first try to ascertain whether any household member (working adult, school-going child, etc.) spends on snacks on a regular basis (e.g., during lunch break). In case these are not heavy enough to be recorded against “cooked meals purchased”, they should be recorded against item 283 or item 284.

Apart from this, snacks (such as samosas) may be purchased from nearby shops and consumed by a number of household members together. The number of such occasions during the last 7 days and the average amount spent on each such occasion should be ascertained through suitable questions. Care should be taken not to miss such expenditures as their total over a period of 7 days may be quite substantial.

**3.3.7.1.9 Item 284: other served processed food:** This will include chaat, golgappa, jhalmuri, poha, bhelpuri, purchased vegetable curry, and any other served processed food not covered under the abovementioned items.

*Note: It may be noted that the quantity and value of the items 280 to 283, consumed during last 7 days, is solely depends on the perception of the informants that which kind of food they have considered as a meal or snacks, say in southern parts of India, household used to take some dishes like dosa, idli, etc., as their meal in lunch and dinner, also northern household*

*used to have parathas, pooris in their meal. Therefore, proper care should be taken to record the consumption for items 280 to 283.*

### **3.3.7.2 Section 7.2: Consumption of packaged processed food during last 7 days**

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#### **Q7.1 What is the quantity and value of the packaged processed food consumed by the household during last 7 days?**

3.3.7.2.1 If the selected household report to have consumed any of the items of packaged processed food mentioned in Col. (1), Q7.2 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) & (4) and source from where these items were procured is to be recorded in Col. (5).

3.3.7.2.2 **Packaged processed food (items 012 – 015, 113, 161 and 290 to 296):** The food that have been listed as packaged processed food are usually purchased in packaged form, though there are exceptions.

The same foods may also be consumed directly at the place of purchase, in sweet-shops, tea-shops, etc.; even in such cases, they should be listed against the same items.

3.3.7.2.3 Any of these foods, if prepared at home, will not be recorded as a “processed food” item but will be accounted against the ingredients (such as flour, sugar, oil, salt, etc.). That is, there is no change in the existing procedure in this respect.

3.3.7.2.4 **Item 012: breakfast cereals:** Breakfast cereals, namely, oats, con flakes, museli, granola etc., will be recorded against item 012. This item has been introduced first time in this survey.

3.3.7.2.5 **Item 161: baby food:** This relates to all the baby food for which the principal constituent may or may not be milk will be accounted against this item.

3.3.7.2.6 **Item 290: cake, pastry:** Bakery items such as cake, pastries, buns and sweet rolls may be included here.

3.3.7.2. **013: biscuits:** All kind of biscuits will be recorded here.

3.3.7.2.8 **Item 291: chocolates, etc.:** This item will include confectioneries such as toffees and lozenges, and sugar substitutes such as saccharine and sugar-free sweeteners.

3.3.7.2.9 **Item 292: papad, bhujia, namkeen, mixture, chanachur:** Papad is usually made from powdered pulses but may also be made from sago or other cereals. It is usually consumed in fried (or toasted) form, as part of a rice meal or as a separate snack, in most parts of India.

Bhujias, namkeens and chanachur (often called mixture) are spicy pulse-based snacks available in grocery shops; they may be sold in packaged form or by weight and in all cases should be entered against this item.

**3.3.7.2.10 Item 293: chips, nachos, puffs, wafers, etc.:** The unit of quantity for these items is grams. Consumption of potato chips and similar foods (for example, chips made from plantains, nachos, puffs, wafers) will be entered against this item.

**3.3.7.2.11 Item 294: pickles:** The unit of quantity for pickles is grams. Pickles prepared at home by the sample household will not be entered here but against the ingredients.

**3.3.7.2.12** The “consumption approach”, if followed strictly in case of home-made pickles, would involve reporting only that part of each ingredient of pickles which has been consumed by the sample household during the last 7 days, even if the pickles were prepared a year ago in some other household. This is obviously a very difficult task for the field.

To simplify data collection, pickles which are prepared by a household may be treated, for purposes of recording information, to be consumed at the time of preparation by the preparing household. In other words, pickles prepared during the reference period will be taken as part of the consumption of the preparing household, unless it is prepared for sale.

**3.3.7.2.13 Item 295: sauce, jam, jelly, mayonnaise:** The unit of quantity for sauce, jam, jelly, spread and mayonnaise is grams. Jam or jelly prepared at home will not be entered here but against the ingredients. The same approach as for pickles will be followed for these items.

**3.3.7.2.14 Item 113: bread (bakery):** consumption of bread (bakery) will be recorded against this item in kgs.

**3.3.7.2.15 Item 014: health supplements (protein powder, probiotic tablet and drinks, chawanprash, etc.):** Health supplements like protein powder, probiotic tablets & drinks, chawanprash, etc. will be recorded against item 014.

**3.3.7.2.16 Item 015: noodles (cup noodles, rice noodles, etc.):** The consumption of noodles (cup noodles, rice noodles or noodles made from any cereal) will be recorded in item 015.

**3.3.7.2.17 Item 296: other packaged processed food:** Ready-to-cook mixes such as poha, vada mix, dosa mix, gulabjamun mix, etc., soup powder, custard powder, and any other food item, other than the above, sold in packaged form for home consumption will be reported here.

### **3.3.8 Section A1: Summary information of item collected in Questionnaire - FDQ**

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**3.3.8.1** This section will be auto-generated as per the details recorded in Sections 5 – 7.



### 3.3.9 Section A2: Contact details of the household and time taken by the informant

3.3.9.1 In this section, the contact details viz. mobile number and landline number of the household and time taken to canvass the questionnaire, name of the informant, response code of the informant will be recorded.

3.3.9.2 **QA2.1 Mobile number of the informant:** This information should be auto-generated from Questionnaire - HCQ, item no. 1.1.1. However, the mobile number of the informant should also be verified by the informant at the time of canvassing Questionnaire FDQ and updated mobile number will be recorded, if the informant wants to update the mobile number. Mobile number consists of 10 digits starting from any one of digits 6, 7, 8 or 9.

3.3.9.3 **QA2.2 Alternate mobile number of the informant:** This information should be auto-generated from Questionnaire - HCQ, item no. 1.1.2. However, the alternate mobile number of the informant should also be verified by the informant at the time of canvassing Questionnaire FDQ and updated mobile number will be recorded, if the informant wants to update the mobile number. Mobile number consists of 10 digits starting from any one of digits 6, 7, 8 or 9.

3.3.9.4 **QA2.3 Landline number of the informant:** This information should be auto-generated from Questionnaire - HCQ, item no. 1.1.3. However, the landline number of the informant should also be verified by the informant at the time of canvassing Questionnaire FDQ and updated landline number will be recorded, if the informant wants to update the landline number. The 11-digit landline number starting the STD code as applicable, of the household, if exists in the household is to be recorded here.

3.3.9.5 **QA2.4 Time taken to canvass the Questionnaire FDQ (in minutes):** Entry in this item will be made in whole number and in minutes. The time required to canvass the questionnaire should be the actual time taken by the enumerator(s) to canvass the questionnaire and will not include the time needed by the enumerator(s) to finalize the questionnaire.

3.3.9.6 **QA2.5 Household's usual consumption expenditure in a month (in Rs.):** In this item, household's usual monthly consumption expenditure on food, consumables & services and durables will be recorded in whole number of Rupees.

Note: It is to be noted that the information on Household's usual consumption expenditure in a month (QA2.5) will be collected only for validation of the data and will not be used for generating any estimates.

**3.3.9.7 QA2.6 Total expenditure incurred on online purchase/payment of food items during the last 30 days (in Rs.):** If any expenditure was incurred by the household for online purchase of food items such as groceries, vegetables, fruits, egg, fish & meat, served & packed processed food, etc. during the period of last 30 days, then total expenditure incurred during the last 30 days is to be recorded here in whole number of rupees. Definition of online purchase/payment has been provided in para no. 3.3.1.3 of Chapter-3.

**3.3.9.8 QA2.7 Name of the informant:** Informant is the person from whom the bulk of the information on the Schedule is collected. It is always desirable to collect information from one of the household members. In extreme cases, where this cannot be done, information may be collected from a non-household member who is supposed to know the requisite information. In Computer assisted Personal Interview (CAPI) mode, serial number and name of the household member as listed in Cols. 1 and 2 of Block 3/3A will appear along with an option 'not a household member' against 'srl. no. of the household member' '99' for selecting the informant. The enumerator should select the 'informant' from that list as given below:

Srl. no. of the household member	Name	Select the informant
		○
		○
99	not a household member	○

**3.3.9.9 QA2.8 Response code of the informant as assessed by SE/JSO:** This item is meant to categorize the informant according to the degree of his/her co-operation as well as his/her capability to provide the required information in the Schedule. Information on the type of informant will be collected in terms of the following codes:

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

## 3.4 Questionnaire CSQ: Consumables and Services

### 3.4.1 General Instructions

3.4.1.1 This questionnaire relates to energy, education, medical care and miscellaneous goods and services. Expenditure approach as well as consumption approach will be followed while recording information.

3.4.1.2 When a household H obtains an item as gift or charity, or by free collection, no expenditure is incurred by the household H on the item.

3.4.1.3 When a household W obtains an item as perquisite from the employer, or as payment in kind from a household or enterprise for services rendered by W, then W is considered to incur an expenditure on the item received as perquisite or payment in kind. The value of the item at local retail prices is considered to be the amount of expenditure incurred by W. Examples are free provision of accommodation, newspapers and telephone services by employers to employees, and any expenses on domestic account, such as medical expenses, that are reimbursed by employers. Leave Travel Concession (LTC) is another example of perquisites.

3.4.1.4 **Credit purchase:** In case of credit purchase of any item of this questionnaire, 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.

3.4.1.5 When a household H acquires an item through cash purchase, the time of incurring expenditure is clear. In case of payment by cheque or through a credit card, the household is considered to incur expenditure at the moment when the cheque is handed over (or sent by post) or the credit card is presented to the seller as means of payment.

**Note:** In general, any purchase made on a given date by credit card will be treated at par with cash purchases made on that date. Subject to this, entries for consumption will as usual be made adopting the appropriate approach (use/expenditure).

### 3.4.2 Section 4.2: General information on purchase/payment

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#### Objectives and Scope

To record some basic information on online **purchase/payment** and procurement of non-food consumables and services and some information on subsidy of the sample household

#### Implementation Notes

To be canvassed for all the selected households.

#### 3.4.2.0 Q4.2.0 Whether the household procured kerosene using ration card during the last 30 days?

3.4.2.0.0 If the household procured kerosene using the ration card of own household or using the ration card of other household during the last 30 days, then code 1 will be recorded in Q4.2.0, otherwise code 2 will be recorded.

#### 3.4.2.1 Q4.2.1 Whether the household received subsidy on LPG cylinder during the last 3 months?

3.4.2.1.0 If the household received subsidy on procurement of LPG cylinder for domestic use during the last 3 months, then code 1 will be recorded, otherwise code 2 will be reported. If code 1 is recorded in Q4.2.1, then the number of subsidized LPG cylinder purchased by the household during the last 3 months preceding the date of survey will also be recorded in the textbox.

#### 3.4.2.2 Q4.2.2 Whether the household received free electricity during the last 30 days?

3.4.2.2.0 If the household received free electricity for domestic use during the last 30 days, then code 1 will be recorded, otherwise code 2 will be recorded. It is also to be noted that if the sample household received electricity during the last 30 days which is partially free then also code 1 will be recorded in Q4.2.2.

#### 3.4.2.3 Q4.2.3 Whether any of the household members is attending/attended educational institution during last 365 days?

3.4.2.3.0 If any household member is attending or attended educational institution (formal or informal) during the last 365 days then code 1 will be recorded, otherwise code 2 will be recorded. If code 1 is recorded in Q4.2.3, then the number of such members attended/attending educational institution during the last 365 days will also be recorded in textbox.

<b>Branching &amp; Skipping</b>
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If code 1 in Q4.2.3, go to Q4.2.4 & Q4.2.6, else go to Q4.2.7
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#### 3.4.2.4 Q4.2.4 Whether any member of the household received free textbooks, stationary, school bag or any other item during last 365 days?

3.4.2.4.0 This question will be applicable only if code 1 is recorded against Q4.2.3. If one or more member of the household has reported to receive free textbook, stationary (geometry box, notebook, pen, etc.), school bag or any other item used for educational purpose from educational institution, charitable organisation, etc. during the last 365 days, then the corresponding box in Col. (3) will be checked, otherwise, it will remain unchecked. Also, number of such items received free of cost will be recorded against Col. (4).

#### 3.4.2.5 Q4.2.6 Whether any member of the household received reimbursement/waiver of school/college fee during last 365 days?

3.4.2.5.0 This question will be applicable only if code 1 is recorded against Q4.2.3. If one or more member of the household has reported to receive reimbursement/waiver of school/college fee during the last 365 days, code 1 will be recorded here, else code 2 will be recorded. It may be noted that received/receivable reimbursement of school/college fee from individuals will not be recorded here.

It is to be noted that if code 1 is recorded in Q4.2.6, then the number of members who have received reimbursement/waiver of school/college fee during the last 365 days will also be recorded here.

#### 3.4.2.6 Q4.2.7 Is one or more member of the household is a beneficiary of Pradhan Mantri Jan Aarogya Yojana Card (AYUSHMAN BHARAT) or any other state specific public health scheme as on the date of survey?

3.4.2.6.0 If the one or more household member is a beneficiary of Pradhan Mantri Jan Aarogya Yojana (AYUSHMAN BHARAT) or any other state specific public health scheme, then code 1 will be recorded in Q4.2.7, else code 2 will be recorded.

If code 1 is recorded in Q4.2.7, then the number of members who are beneficiary of such government health schemes as on the date of the survey will also be recorded here.

**Pradhan Mantri Jan Aarogya Yojana (PMJAY):** PMJAY or AYUSHMAN BHARAT is a progression towards promotive, preventive, curative, palliative and rehabilitative aspects of Universal Healthcare through access of Health and Wellness Centres (HWCs) at the primary level and provision of financial protection for accessing curative care at the secondary and tertiary levels through engagement with both public and private sector.

It aims at providing health cover of Rs. 5 lakhs per family per year for secondary and tertiary healthcare hospitalization to poor and vulnerable families of the Indian population. Under this scheme, beneficiary will get cashless and paperless access to services at the point of service.

Any specific health insurance scheme launched by State Government will also be covered here. For e.g., Swasthya Sathi health insurance scheme of Government of West Bengal, Biju Swasthya Kalyan Yojana of Government of Odisha, Karunya Health Scheme of Government of Kerala etc.

**3.4.2.7 Q4.2.8 Whether there was any case of hospitalization in the household during last 365 days?**

3.4.2.7.0 If any member of the household was hospitalized as in-patient of a medical institution during the last 365 days, then code 1 will be recorded, otherwise code 2 will be recorded.

**3.4.2.8 Q4.2.9 Whether one or more member of the household has received benefits of medical treatment (medical – hospitalization) under Pradhan Mantri Jan Aarogya Yojana Card (AYUSHMAN BHARAT) or any other state specific public health scheme during the last 365 days?**

3.4.2.8.0 This question will be applicable only if, code 1 is recorded in both the questions Q4.2.7 and Q4.2.8. If one or more members of the household have received benefits of medical treatment (hospitalised treatment) under Pradhan Mantri Jan Aarogya Yojana or from any other state specific health scheme then, code 1 will be recorded in Q4.2.9; otherwise code 2 will be recorded.

It is to be noted that if code 1 is recorded in Q4.2.9, then the number of members who have received the benefits of such government health schemes during the last 365 days along with total amount of expenditure incurred by the household over & above the ceiling limit (i.e., excluding Govt. Spending) for the treatment will also be recorded in the respective items.

**3.4.2.9 Q4.2.10 Whether any online purchase/payment has been made to buy one or more of the goods & services (Fuel & light, toilet articles & other household consumables, education, medicine, services) during the reference period of 30 days?**

3.4.2.9.0 If any online purchase/payment (for definition see para 3.3.1.3, Section 3.3) has been made by the household to buy one or more of the items listed in Col. (2) such as fuel & light, toilet articles & other household consumables, education (purchase of stationary, books, payment of school/college fee, etc.), medicine & other medical services, online payment of services (mobile recharge, etc.), buying air/rail tickets, etc. during the reference period of 30 days, then the corresponding box in Col. (3) will be checked, otherwise, it will remain unchecked.

**3.4.2.10 Q4.2.11 Whether the household has internet facility as on the date of the survey?**

3.4.2.10.0 The Internet is a worldwide public computer network. It provides access to a number of communication services including the World Wide Web and carries e-mail, news, entertainment and data files, irrespective of the device used (not assumed to be only via a computer – it may also be by mobile telephone, tablet, personal digital assistant (PDA), games

machine, digital TV etc.). Access can be via a fixed or mobile network. Household with Internet facility will mean that the Internet is generally available for use by all members of the household at any time, regardless of whether it is actually used. The connection and devices may or may not be owned by the household but both should be possessed by the household.

If the household reported to have the internet facility in the household premises as on the date of the survey, code 1 will be recorded, otherwise code 2 will be recorded.

### 3.4.3 General instruction for Sections 8 & 12

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3.4.3.1 To record the entries in Columns (1) to (7) of the Sections 8 & 12, the instruction provided in the paras 3.3.3.1 to 3.3.3.13 of section 3.3.3 will be followed.

### 3.4.4 Section 8.1: Consumption of energy (fuel, light) during the last 30 days

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#### Objectives and Scope

To record some basic information on the quantity and value of consumption of **energy (fuel & light)** by the household during the last 30 days preceding the date of the survey. Consumption details of energy will be recorded in Section 8.1.

#### Implementation Notes

To be canvassed for all the selected households.

#### Q8.1 What is the quantity and value of the energy (fuel & light) consumed by the household during last 30 days?

3.4.4.1 This section will record information on consumption of energy for cooking, lighting and other household purposes with the exception of conveyance during the last 30 days prior to the date of survey. The “consumption out of home produce” will be recorded for ‘solar panel (under item electricity)’ and ‘firewood and chips’ only.

If the selected household report to have consumed any of the items of energy (fuel & light) mentioned in Col. (1), Q8.1 during the last 30 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

Note that some items such as petrol and kerosene may be used for cleaning as well as for energy, therefore following points may be considered for recording:

- ◆ Only the part used for energy, excluding the use in vehicles, will be recorded.
- ◆ The amount of petrol, kerosene, etc. used in vehicles will be reported in the conveyance section 11.1.
- ◆ The amount used for cleaning purposes may be entered in item 472 of the “household consumables” section 9.2.

**3.4.4.2 Item 332: electricity:** The consumption will include meter rent and surcharge for electricity also. Quantity in “standard units” (kwh) actually consumed during the reference period is to be ascertained as far as possible.

- ➡ Note that all commodities purchased by the household, including electricity, are to be valued at the purchase price. This means that the entry in the value column will be the expenditure actually incurred, if it is a case of purchase (“Hooking” is not purchase). If the household received free electricity upto certain limit, then the imputed value of electricity consumed free of cost at prevailing local price is also to be recorded against item 332.
- ➡ Two common special cases of purchase are discussed below:
  - ◆ Sometimes a fixed amount is charged from the household every month by the electricity board or supply agency, assuming an average consumption level which the agency calculates in some manner using past information, or otherwise. For example, the bill every month may show consumption as 50 units and charges as Rs.150. In this case the entry in the value column will be Rs.150. As for quantity, if the household knows that its consumption during the last 30 days was about 80 units and not 50, then 80 will be recorded. On the other hand, if they have absolutely no idea of the number of units consumed, then 50 may be recorded.
  - ◆ Sometimes the meter is shared with the landlord and the landlord charges a fixed amount ‘X’ every month from the sample household. This is a case of purchase of electricity from the landlord. Here ‘X’ will be recorded in the value column and the number of units actually consumed will be ascertained as far as possible and recorded in the quantity column. If the household has absolutely no idea of the quantity, then it may be assumed that the landlord is charging at the same rate as the electricity board or supply agency. This rate should then be ascertained and used to calculate the quantity consumed.
- ➡ **Hooking:** In case of “hooking”, the quantity will have to be approximately ascertained and recorded. Value of this quantity will be imputed at the local price, that is, the price that would have been charged if the connection had been legal.
- ➡ **Generation of electricity:**
  - ◆ For a household to which electricity is supplied by some person or agency generating electricity by means of a generator, the charges will be shown against item 332: electricity.
  - ◆ But if the household generates its own electricity using a diesel or petrol generator, then the fuel charges will be shown against “diesel” or “petrol”. Codes for diesel and petrol will be available under Drop Down Menu at item code 096.
  - ◆ If the household use solar panel for generation of electricity, then the imputed quantity and value of consumption of electricity generated through solar panel at local rates is to be recorded in Cols. 3 & 4 respectively, against item 332: electricity under home produce.



**3.4.4.3 Item 338: LPG:** Usually a fixed quantity of liquefied petroleum gas (LPG) is filled in a gas cylinder and supplied for domestic consumption.

To find out the value of consumption of LPG during the reference period, the number of days normally taken by the household to use up one full cylinder of gas will have to be first ascertained. Suppose the price of a cylinder of gas is Rs. 'V' and the household usually consumes one full cylinder in 'D' days. Then, the value of gas consumed during the last 30 days will be calculated as  $(V \times 30)/D$  and rounded off to the nearest whole number of rupees.

**Note:** Caution money deposited for getting a gas cylinder should not be considered as consumption expenditure and should not be recorded in this questionnaire.

**3.4.4.4 Item 331: firewood and chips:** It may be noted that firewood and chips collected free from forests, etc., should not be shown as consumption from home produce.

**3.4.4.5 Item 334 & 335: kerosene:** Consumption of kerosene procured through PDS will be recorded against item 334 and consumption of kerosene procured from other sources will be recorded against item 335.

**3.4.4.6 Item 096: other fuel:** To collect quantity and value of the items included in other fuel (096) such as charcoal (item 341), biogas & gobar gas (343), coal (337), dung cake (333), petrol (excl. conveyance) (in litre) (344), diesel (excl. conveyance) (in litre) (345), other natural gas (CNG, etc.) (340), matches (box) (336), candle (no.) (342) and other fuel (346), Drop Down Menu will be provided in the data capturing software.

Description of some items included in item 096 is given below:

**3.4.4.7 Item 343: biogas (gobar gas, etc.):** Biogas typically refers to a mixture of different gases produced from different organic matters. It can be produced from raw materials such as agricultural waste, manure, municipal waste, plant material, sewage, green waste or food waste. The value of all types of biogas like gobar gas, etc. is to be imputed on the basis of value of inputs used for manufacturing of such gas.

**3.4.4.8 Item 344: petrol excluding conveyance (litre) and item 345: diesel excluding conveyance (litre):** Petrol, diesel, etc. used for generating electricity for lighting, cooking, etc., will be recorded here, but not fuel used for one's vehicle

**3.4.4.9 Item 336: matches (box):** Quantity is to be entered as number of boxes, where "box" is understood as the wooden receptacle against the side of which the match is struck to obtain a flame. A number of boxes (say, 10 boxes) may be packed together in a paper packet; such a packet is not to be considered a "box".

**3.4.4.10 Item 346: other fuel:** This will include any other item used as fuel for cooking, lighting or other household purposes. It will include fuel used for puja, etc., but not fuel used for one's vehicle.

### **3.4.5 Expenditure on toilet articles and other household consumables during the last 30 days**

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#### **Objectives and Scope**

To record some basic information on the expenditure made by the household on toilet articles & other household consumables during the last 30 days preceding the date of the survey. The details of toilet articles and household consumables will be recorded in Sections 9.1 & 9.2 respectively.

#### **Implementation Notes**

To be canvassed for all the selected households.

#### **3.4.5.1 Section 9.1: Expenditure on toilet articles during the last 30 days**

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##### **Q9.1 What is the value of the toilet articles procured by the household during last 30 days?**

3.4.5.1.1 If the selected household report to have made expenditure on any of the items of toilet articles mentioned in Col. (1), Q9.1 during the last 30 days including online purchases/payment, then the value of these items will be recorded in the Col. (3). Expenditure approach will be followed for recording information.

Description of the items included as toilet articles are as follows:

3.4.5.1.2 **Item 450:** Toilet soap, body-wash, hand-wash, shower gel, face-wash and other items used for bathing purpose will be reported in this item.

3.4.5.1.3 **Item 016:** Sanitizer is a liquid, gel, or foam generally used to decrease infectious agents on the hands. If the household made expenditure to purchase sanitizer or any other kind of disinfectants for surface, air, clothes, etc., then it will be reported against this item.

3.4.5.1.4 **Item 451:** Toothpaste, toothbrush, mouthwash or any other items used for the purpose cleaning or refreshing the mouth will be recorded against this item.

3.4.5.1.5 **Item 453:** Shampoo, conditioner, serum/gel, cream/mask and other products used for the purpose of cleaning or styling the hair will be recorded against this item.

3.4.5.1.6 **Item 017:** Oil, colour and any other products used for nourishing or colouring the hair will be recorded against this item.

3.4.5.1.7 **Item 018:** Other hair products, accessories, comb, etc., which are not included in items 453 & 017 will be recorded in this item.

3.4.5.1.8 **Item 452:** Powder, cream, body lotion, moisturizers and any other products used to moisture/refreshing the body will be recorded against this item.

3.4.5.1.9 **Item 020:** Other beauty product such as lipstick, nail polish, compact & foundation, eye make-up kit like kajal/surma, mascara, shadow, liner, and any other products used as beauty products will be recorded against this item.

3.4.5.1.10 **Item 021:** Perfume, body spray, deodorant, roll-ons, etc., used for refreshing the body will be recorded against this item.

3.4.5.1.11 **Item 456:** Sanitary napkins will be recorded against this item.

3.4.5.1.12 **Item 022:** Baby Products such as diapers, lotion, powder, etc., used for child will be recorded against this item.

3.4.5.1.13 **Item 454:** Shaving blades, shaving stick, razor used for shaving purpose will be recorded against this item.

3.4.5.1.14 **Item 455:** Shaving cream, shaving foam, aftershave lotion, aftershave balm used in the shaving will be recorded against this item.

3.4.5.1.15 **Item 457:** Other toilet articles such as body oil, make-up brushes and any other products which are not included in the items mentioned above will be recorded against this item.

### **3.4.5.2 Section 9.2: Expenditure on other household consumables during the last 30 days**

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#### **Q9.2 What is the value of the other household consumables procured by the household during last 30 days?**

3.4.5.2.1 If the selected household report to have made expenditure on any of the items of other household consumables mentioned in Col. (1), Q9.2 during the last 30 days including online purchases/payment, then the value of these items will be recorded in the Col. (3). Expenditure approach will be followed for recording information.

Description of some of the items included as other household consumables is given below:

3.4.5.2.2 **Item 466: washing soap/soda/powder/liquid detergent:** 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.

**3.4.5.2.3 Item 467: other washing requisites:** This includes brushes, scrubbers, utensil cleaners, steel wool, etc.

**3.4.5.2.4 Item 465:** Floor cleaner, acid, toilet cleaner and other materials used for cleaning purpose will be recorded against this item.

**3.4.5.2.5 Item 471:** Mosquito repellent, insecticide, anti-rodent etc., used to control mosquito will be recorded against this item.

**3.4.5.2.6 Item 464:** Bucket, dustbin & other plastic goods used for household purpose will be recorded against this item.

**3.4.5.2.7 Item 468:** Incense (*agarbatti*), room freshener, air freshener and other products used as freshener will be recorded against this item.

**3.4.5.2.8 Item 470:** Flower (fresh) used for any purpose will be recorded against this item.

**3.4.5.2.9 Item 023:** LED bulb, CFL bulbs used for lighting will be recorded here.

**3.4.5.2.10 Item 460:** Other electric bulb, tubelight, decorative lights and other products not included in item 023 will be recorded against this item.

**3.4.5.2.11 Item 462:** Earthenware is glazed or unglazed nonvitreous pottery such as terracotta, etc. and will be recorded against this item. Articles made from paper such as plates, glasses are called paperware and will be recorded against this item. Apart from these thermocol plates, etc., used for household purpose will also be recorded against this item.

**3.4.5.2.12 Item 461:** Electric batteries will be recorded against this item.

**3.4.5.2.13 Item 463:** Glassware usually refers to glass items such as flute glasses, goblets, mugs, burets, flasks, etc. will be recorded against this item.

**3.4.5.2.14 Item 472:** Other petty articles like coir, rope, door mat, non-durable electric goods, etc., which are not included in the items mentioned above will be recorded against this item.

### **3.4.6 Section 10: Expenditure on education and medical (hospitalization) during the last 365 days and on medical (non-hospitalization) during the last 30 days**

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#### **Objectives and Scope**

To record some basic information on the expenditure made by the household on education & medical (hospitalization) during the last 365 days and medical (non-hospitalization) during the last 30 days preceding the date of the survey. The details of education, medical (hospitalization) and medical (non-hospitalization) will be recorded in Sections 10.1, 10.2 & 10.3 respectively.

## Implementation Notes

To be canvassed for all the selected households.

### 3.4.6.1 Section 10.1: Expenditure on education during the last 365 days

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#### **Q10.1 What is the value of the items/services procured by the household for the purpose of education during last 365 days?**

3.4.6.1.1 This section will record expenses incurred in connection with education. It will include expenditure on goods purchased including online purchase/payment 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 and other fees like game fees, library fees, development fees, etc., and payment to private tutors. Expenditure approach will be followed for recording information and will include expenditure in both cash and kind.

If the selected household report to have made expenditure on any of the item/services procured for education mentioned in Col. (1), Q10.1 during the last 365 days, then the expenditure made on these items/services will be recorded in the Col. (3).

3.4.6.1.2 **Donations:** Frequent, compulsory payments collected by educational institutions at the time of admission or along with the regular fees are termed “donations” by such institutions. These are not really donations as they are not voluntary, and should be reported against “tuition and other fees” (item 405). Expenditure incurred for training in physiotherapy, nursing, etc. will also be recorded against item 405.

Occasional payments to the school fund made on account of charities provided for indigent students, if demanded from the student, are not real donations. They are part of the educational expenses and should be recorded against “other educational expenses” (item 408).

It is to be noted that only donations for charity made voluntarily will be excluded from household consumption expenditure. True donations are (voluntary) transfer payments and will not be recorded anywhere in the questionnaire.

3.4.6.1.3 **Items 400 and 401: Books, journals: first-hand and second-hand:** It may be noted that all kinds of books, magazines, journals, etc. including novels and other fiction will be covered under these items.

Note: Newspapers and periodicals purchased will be recorded in Section 11.3, not in this Section.

3.4.6.1.4 **Item 404: stationery, photocopying charges:** Stationery, photocopying charges incurred for educational purposes will be recorded against item 404. Other photocopying charges during the last 30 days will be recorded against item 497 in Section 11.2.

**3.4.6.1.5 Item 408: other educational expenses:** This item will include expenditure incurred on computer training, music, dancing, swimming schools, schools for typing, shorthand, etc. Any fees paid for enrolment in web-based training courses will also be recorded here. This item will also include expenditure on any CD purchased or hired for educational purposes.

**3.4.6.1.6 Deviation from expenditure approach:**

Money sent to a son or daughter studying away from the parents' household is a remittance made by the parents' household and should not be recorded in the parents' household even if the details of how the money is spent are known fully by the parents.

In addition, tuition fees for a child staying in a hostel are not to be recorded in the parents' household. They are to be recorded in the student's household, even in cases where the fees are paid directly by the parents (or guardians) to the educational institution. All efforts should be made to ascertain if the educational expenditure reported by the household includes any expenditure (made on a regular basis) on tuition fees of a non-household member, so that such expenditure can be excluded.

**3.4.6.2 Section 10.2: Expenditure on medical (hospitalization) during last 365 days and Section 10.3: Expenditure on medical (non-institutional) during last 30 days**

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**Q10.2 & Q10.3 What is the value of the items/services procured by the household for the purpose of medical (hospitalization) during last 365 days and for medical (non-hospitalization) during last 30 days?**

3.4.6.2.1 In these two sections, information on medical expenses will be collected. The medical treatment has been classified into two categories-hospitalization and non-hospitalization.

The hospitalization category will include payments made for goods and services availed of *as an in-patient* in both private as well as Government medical institutions like nursing homes, hospitals, etc. All medical expenses incurred as in-patient of a medical institution will be recorded in section 10.2 and the reference period will be last 365 days. All other medical expenses will be treated under non-hospitalization category and will be recorded in section 10.3. In this case reference period will be last 30 days.

If the selected household report to have made expenditure on any of the item/services procured for medical hospitalization & non-hospitalization mentioned in Col. (1), Q10.2 & Q10.3 during the last 365 days and last 30 days respectively including online purchases/payment, then the expenditure made on these items/services will be recorded in the Col. (3) of the respective section.

**3.4.6.2.2 Medical (hospitalization and non-hospitalization) expenses:**

This includes expenditure on different types of medicines, medical goods, payments made to doctor, nurse, etc., on account of professional fees and also payment made to hospital, nursing home, etc. for medical treatment.

**3.4.6.2.3 CGHS Contribution:** 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 in the relevant item.

**3.4.6.2.4 Medical insurance premium:** Medical insurance premium payment is not considered as consumption expenditure. On the other hand, when an insurance company makes a payment to the sample household (or directly to a hospital under the “cashless” system) in settlement of a claim made by the household for medical reimbursement, the amount is to be shown as medical expenditure of the household against items 410 to 414 or 420 to 424. In other words, the value of medical goods and services on which expenditure is incurred will be recorded in section 10.2 or section 10.3 in the following conditions:

- ➡ If incurred by the household itself, whether or not reimbursed by employer or insurance company, OR
- ➡ If paid by the employer or by the insurance company directly to the hospital.

**3.4.6.2.5 Other medical expenses:**

- ➡ Expenditure incurred on MTP (medical termination of pregnancy) may be recorded against item 414 or 424 depending on whether hospitalization was necessary for MTP or not.
- ➡ Hiring charges for ambulance may likewise to be recorded against item 414 or 424. However, transport expenses other than hiring charges of ambulance will be considered as travelling expenses and not as medical expenses.

The distinction between hospitalization and non-hospitalization medical expenses lies in whether the expenses were incurred on medical treatment as an in-patient of a medical institution or as out-patient of medical institution.

### **3.4.7 Section 11: Expenditure on conveyance, consumer services (excluding conveyance), entertainment, rent and taxes during the last 30 days**

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#### **Objectives and Scope**

To record some basic information on the expenditure made by the household on conveyance, consumer services (excluding conveyance), entertainment, rent and taxes during the last 30 days preceding the date of the survey. The details of conveyance, consumer services (excluding conveyance), entertainment, rent and taxes will be recorded in Sections 11.1, 11.2, 11.3 & 11.4 respectively.

#### **Implementation Notes**

To be canvassed for all the selected households.

### 3.4.7.1 Section 11.1 Expenditure on conveyance during the last 30 days

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#### Q11.1 What is the value of the services procured by the household for the purpose of conveyance during last 30 days?

3.4.7.1.1 If the selected household report to have made expenditure on any of the services for conveyance mentioned in Col. (1), Q11.1 during the last 30 days including online purchases/payment, then the expenditure made on these services will be recorded in the Col. (3).

#### 3.4.7.1.2 Conveyance expenditure:

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, auto-rickshaw, bicycle, rickshaw (hand-drawn and cycle), horse carriage, 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 by the household irrespective of whether the journeys were made by members of the sample household or members of other households.

3.4.7.1.3 **Official tour:** Expenditure on journeys undertaken by household members as part of official tours will not be considered as consumption expenditure of the household.

✓ But journeys to commute to and from place of work are to be included here.

3.4.7.1.4 **Tour on LTC:** The expenditure incurred on journeys undertaken under LTC, etc., even if reimbursed, is to be included.

3.4.7.1.5 **Railway fare:** For item 024 (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 and 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.

3.4.7.1.6 **Items 504 and 025: Bus fare: periodic (lumpsum):** When a vehicle is arranged (by the school, office or other agency) for children or office goer to travel to school/office every day, the payment for using such a vehicle is normally made periodically on a contractual basis (usually, every month).

- ✓ Such payments for school/college bus, if made during the last 30 days by the household, will be recorded against item 504.
- ✓ Such payments for commuting to work, if made during the last 30 days by the household, will be recorded against item 025.
- ✓ ***For the purpose of this item, 'bus' will include school vans, jeeps and other four-wheelers used for this kind of service.***



**3.4.7.1.7 Items 505 and 506: bus/train/auto fare: daily payments:** For those who travel by public bus or tram to school/college or office, payment is usually made on a daily basis. The sum of such expenditures made during the last 30 days will be recorded against item 506 for travelling to school or college and against item 505 for commuting to work.

**3.4.7.1.8 Items 500 & 510:** Sometimes, conveyance is not regular in nature i.e., made occasionally for ceremonial, picnic or any other purpose. In that case, if the conveyance is made by bus/tram without hiring it, then it will be recorded against item 500 and if it made by hiring the car/bus or any other transport, then it will be recorded against item 510.

**3.4.7.1.9 Petrol and Diesel:** In case of owned conveyance, the cost of petrol and diesel are to be shown against items 512 and 513 respectively, and cost of all other fuels (including CNG) and lubricants will be recorded against item 514.

**3.4.7.1.10 Animal feed:** Expenses for animal feed for animal-drawn carriage used for domestic purposes will be recorded under item 514.

**3.4.7.1.11 Foreign travel:** Expenses for journeys involving foreign travel will include travel expenses up to the first point of alighting on foreign soil as well as travel expenses from the point of final boarding on foreign territory for return to India, but will exclude all expenses on travel taking place in between these two time points.

### **3.4.7.2 Section 11.2: expenditure on consumer services (excluding conveyance) during the last 30 days**

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**Q11.2 What is the value of the services procured by the household for the purpose of consumer services (excluding conveyance) during last 30 days?**

**3.4.7.2.1** In this section household's expenditure for consumer services, viz., telephone charges, internet charges, barber, tailor, priest, legal charges, postal charges, watchmen/security guard, driver etc. will be recorded. Reference period is during the last 30 days.

If the selected household report to have made expenditure on any of the consumer services (excluding conveyance) mentioned in Col. (1), Q11.2 during the last 30 days including online payment, then the expenditure made on these services will be recorded in the Col. (3).

**3.4.7.2.2 Item 488: telephone charges: mobile:** For mobile phones, the expenditure incurred during the last 30 days is to be recorded. However, if recharge was done quarterly/half-yearly or annually, then the expenses incurred divided by the period in months for which recharge was done is to be recorded 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 623 of Section 14.1, Questionnaire DGQ.

- ➡ When expenditure on data usage is not separable and taken as a “plan” by the household the entire expenditure should be taken here.

**3.4.7.2.3 Item 487: telephone charges: landline:** For domestically installed landline phones, 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. Following points may be considered before recording entry in item 487:

- ➡ Security deposit made for the installation of telephone connection is excluded.
- ➡ Cases of new telephone connections for which no bill has been paid till the date of survey may be ignored. 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 shops on payment will be accounted against this item.
- ➡ When expenditure on broadband is not separable and taken as a “plan” by the household the entire expenditure should be taken here.

**3.4.7.2.4 Item 496: internet expenses:** To record all expenses incurred on internet use (excluding telephone charges and when separately available).

**3.4.7.2.5 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 paid may be recorded against this item.

**Exclusion:** 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 and will be recorded against item 497.

It is to be noted that item 540 was included in sub-group other taxes and cesses in the 75<sup>th</sup> round and prior to it.

**3.4.7.2.6 Item 483: barber, beautician, spas, etc.:** Expenditure both in cash and in kind will be taken into account. In the villages the barber charges might be paid in kind annually. Such annual payments should be apportioned over months – that is, one-twelfth of the annual payment should be considered as “expenditure during the last 30 days”. Thus, even if zero expenditure is reported on the barber during the last 30 days, the enumerator must ascertain whether any annual payment (or 6-monthly payment, etc.) has been made to the barber and other artisans, and make the entry accordingly.

*Note: If a sample household runs a barber's shop and a member of the household has availed services for himself/herself, then the barber charges will be imputed at the prevailing rate and recorded against item 483.*

**3.4.7.2.7 Item 480: domestic helper/cook:** Wages paid to domestic helper/cook may be recorded against this item. It will include the value of both cash and kind payment.

- ➡ When meals prepared in the household are consumed by a domestic helper/cook, the consumption of food will get recorded against the ingredients in the employer household and will not be shown separately as payment to domestic helper/ cook against item 480.
- ➡ Entries against items (other than cooked meals) used as means of payment (kind payment) to a domestic helper/ cook, such as clothing and miscellaneous goods, will be recorded in the household of the domestic helper/ cook.

Example: A household has a cook who is paid Rs. 500 in cash and given a new sari worth Rs. 400 during the 30 days prior to the date of survey. Then the value of the cook's services consumed by the employer household will be shown as Rs. 900 (Rs. 500 + Rs. 400) against item 480. If the cook's household is surveyed, the value of the saree will be entered against item 351, Section 13.1, Questionnaire DGQ. If there was no cash payment to the cook, then the value of the cook's services (paid for wholly in kind) would have been Rs. 400, exactly matching the consumption of clothing in the cook's household.

**3.4.7.2.8 Item 484: washerman, laundry, ironing, dry cleaning, dyeing of clothes:** Expenditure incurred for taking the services of washerman, laundry, ironing, dry cleaning, dyeing of clothes or any other services for cleaning of clothes will be recorded against item 484.

**3.4.7.2.9 Item 481: attendant, babysitter:** This item is meant for recording the expenditure incurred on persons engaged by the household to look after an ailing member, or a child, or an aged person in the household.

However, medical services rendered by a nurse, even if performed within the household, will be recorded against item 424, section 10.3 (other medical expenses).

In case a person's duties include those usually performed by domestic servants as well as those of an attendant, the payment made to him/ her may be recorded against item 481.

**3.4.7.2.10 Item 027: watchmen/security guard, driver:** Expenditure incurred for taking the services of watchmen/security guard or driver will be recorded against item 027.

**3.4.7.2.11 Item 492: priest:** If the priest is paid annually as is done in some villages, the amount may be apportioned to "last 30 days" and recorded. Thus, even if zero expenditure is reported on the priest during the last 30 days, the enumerator must ascertain whether any annual payment (or 6-monthly payment, etc.) has been made on the priest, and make the entry accordingly.

**3.4.7.2.12 Item 495: pet animals (incl. birds, fish):** This item will include expenditure incurred for purchase and maintenance of pet animals. Pet animals include cats, dogs, rabbits,

monkeys, mongoose, birds, fish, etc., **but not farm animals or poultry**. Maintenance expenses will include cost of feed, treatment expenses, etc.

**3.4.7.2.13 Item 494: 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.

**3.4.7.2.14 Item 493: legal expenses:** Charges like lawyer's fees, legal and court fees, payments made for affidavit, etc. will be recorded in item 493.

**3.4.7.2.15 Item 497: other consumer services excluding conveyance:** All other consumer services excluding conveyance will be reported here. Examples are:

- Coachman, cleaner, cobbler, blacksmith, unskilled labourers, etc.
- Commission paid to the broker for purchase or sale of second-hand car/scooter, hiring accommodation etc.
- Expenditure incurred for subscription to online groceries/food apps.
- Reconnection charge for electric/telephone line.
- Application fees for employment, etc., subscriptions to societies and similar organizations, and generally, expenditure on any other “miscellaneous” items relevant to the section 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 (other than for education), parking charges, toll charges, coolie/porter charges, etc.

Insurance premium payments will not be recorded.

### **3.4.7.3 Section 11.3: Expenditure on entertainment during the last 30 days**

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**Q11.3 What is the value of the services procured by the household for the purpose of entertainment during last 30 days?**

**3.4.7.3.1** If the selected household report to have made expenditure on any of the services for entertainment mentioned in Col. (1), Q11.3 during the last 30 days including online purchases/payment, then the expenditure made on these services will be recorded in the Col. (3).

**3.4.7.3.2** Here consumption is represented by purchase of entertainment services or articles catering to entertainment.

- Expenses incurred on subscription to dish antenna, cable TV, digital/IP TV facilities, etc. will be included in item 437.
- Expenditure incurred for viewing a video show will be recorded against item 430 (cinema, theatre).

- Expenses incurred for newspapers; periodicals will be included in item 402. Earlier it was included in sub-group education.
- Expenditure incurred on processing, developing, etc., of photographic film will be shown against item 435.
- For item 433 (club, gym fees, swimming fees & other subscription, etc.) the last payment made divided by the number of months for which the amount was paid will be noted. But in case of payment of fees for lifetime membership, the entire amount paid for such membership during the reference period of 30 days will be recorded against this item.
- Expenses incurred divided by the number of months for which the amount was paid for online media service provider or streaming services such as Hotstar, Netflix, Amazon or other streaming services will be included in item 028.
- Mela/fair/picnic expenses incurred during the reference period of 30 days will be included in item 438.
- Expenses incurred for hiring of VCD/DVD players and CDs will be recorded against item 438.

Note: It is possible that on the occasion of attending sports or cinema/video shows some expenditure is incurred on travelling and conveyance and/or on refreshment. Such expenditure will be excluded from this section.

#### 3.4.7.4 Section 11.4: Expenditure on rent during the last 30 days

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##### **Q11.4 What is the value of the services procured by the household for the purpose of rent during last 30 days & other taxes & cesses during the 365 days?**

3.4.7.4.1 If the selected household report to have made expenditure on any of the services for rent during the last 30 days and other taxes & cesses during the 365 days including online payment mentioned in Col. (1), Q11.4, then the expenditure made on these services will be recorded in the Col. (3).

3.4.7.4.2 **Item 520: house rent, garage rent (actual):** This item consists of rent for residential building and garage rent for private vehicle(s) of the household.

- Amount last paid divided by the number of months for which the payment was made will be recorded here.
- The rent for government quarters will be the amount of house rent allowance (HRA) per month not paid to (i.e., forfeited by) the employee plus the license fee deducted per month from the salary for the quarters. The same procedure will be followed for imputation of house rent if the employer is a private sector firm; here it will be necessary to rely on the judgment of the informant regarding the amount of salary he is forfeiting by staying in accommodation provided by the employer.
- If some amount of money was paid by the household as advance at the time of hiring the house, only that part of the advance which is being deducted every month plus the actual

amount paid every month towards rent, will be the amount to be recorded as house rent.

Note: *Salami/ pugree* will not be considered anywhere in the questionnaire.

#### 3.4.7.4.3 Exception: departure from expenditure approach

- ➡ Money sent to a dependant forming a different household from the sender's household is a remittance and should not be recorded in the sender's household even if the details of how the money is spent are known fully by the sender.
- ➡ In addition, rent paid regularly for a dependant who is a non-household member is not to be recorded in the payer's household even if paid directly to the landlord (or to the hostel authorities, in case of a student living in a hostel). Such expenditure is to be recorded in the household of the person using the accommodation (e.g., in case of a student in a hostel, charges for accommodation are to be recorded against item 520 in the student household).
- ➡ Proper enquiry should be done with the sample household to ascertain if the rent expenditure reported by it includes any expenditure on rent for the dwelling of a non-household member, so that such expenditure can be excluded.
- ➡ This procedure, introduced in the 64<sup>th</sup> round, is a departure from the expenditure approach followed for miscellaneous goods and services generally. **It follows that for a household living in a rented dwelling (code 2 in item Q4.17, Section 4, Questionnaire HCQ), the entry in Section 11.4, item 520, should be positive.**

**3.4.7.4.5 Item 521: hotel lodging charges:** The lodging charges paid by any household member for staying in a hotel, etc., will be recorded under this item.

**Exclusion:** Expenditure on hotel stay during official tours covered by travelling allowance paid by the employer is excluded.

#### 3.4.7.4.6 Item 523: 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.
- ➡ Monthly maintenance charges payable to co-operative societies, etc. will be included in this item.
- ➡ 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.

**Exclusion:** Hiring of a vendor cart by the sample household to run an enterprise will be excluded.

**3.4.7.4.7 Item 539: house rent, garage rent (imputed):**

This item will be filled in for urban households residing in a house which is either owned or otherwise occupied (excluding accommodation provided by the employer) by the household, without paying any rent. Otherwise, it may be kept blank.

- Rent of the house/garage will be imputed on the basis of prevailing rate of rent for similar accommodation 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.
- Moreover, for all rural households, where such rate of rent is available, i.e., code '1' in Q4.30, Section 4, Questionnaire HCQ, imputed rent is to be entered in item 539, Section 11.4 for the house which is either owned or otherwise occupied (excluding accommodation provided by the employer) by the household.

**3.4.7.4.8 Item 899: other consumer taxes & cesses:**

- This item is for recording the expenditure on taxes and cesses paid by the household as a domestic consumer. Road cess, chowkidari tax, municipal taxes are some examples.
- Consumer licence fees are also included. Examples are fees paid for possession of firearms, vehicles, etc.
- "House tax", though a direct tax based on ownership of property, is, by convention, recorded in the NSS consumer expenditure questionnaire against this item.
- The reference period for item 899 is 365 days.

It is to be noted that item 899: other taxes & cesses will be collected as a separate item sub-group and the reference period for recording the item 899 has been changed to 365 days instead of 30 days.

3.4.7.4.9 Sometimes, while purchasing a new vehicle, road tax for the whole life of the vehicle is paid. In such cases, the proportionate tax for the reference period is to be calculated by dividing the life tax last paid by the life of the vehicle in years. The life may be taken as per norm decided by the local transport authority, or, if this is not known, take it as 15 years (180 months). For taxes and cesses paid on quinquennial basis, the entry will be the amount last paid divided by the number of years for which it was paid.

**Note:** Professional tax and income tax are not part of consumption expenditure.



### 3.4.8 Section 12: Consumption of pan, tobacco & intoxicants during the last 7 days)

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#### Objectives and Scope

To record some basic information on the quantity and value of consumption of **pan, tobacco & intoxicants** by the household during the last 7 days preceding the date of the survey. Consumption details of pan, tobacco & intoxicants will be recorded in Sections 12.1, 12.2 & 12.3 respectively.

#### Implementation Notes

To be canvassed for all the selected households.

*Note: It is to be noted that to record the entries in Columns (1) to (7) of the Section 12, the instruction provided in the paras 3.3.3.1 to 3.3.3.13 of section 3.3.3 will be followed.*

#### 3.4.8.1 Section 12.1: consumption of pan during the last 7 days

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##### Q12.1 What is the quantity and value of the pan consumed by the household during last 7 days?

3.4.8.1.1 If the selected household report to have consumed any of the items of pan mentioned in Col. (1), Q12.1 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7). Consumption approach will be followed here. Reference period will be during the last 7 days.

3.4.8.1.2 **Items 300 and 301:** Value and quantity of leaf of pan consumed by the household during the last 7 days will be recorded against item 300. Item 301 will take into account the quantity and value of finished pan (ready to eat) during the last 7 days. Unit of quantity will be in numbers.

3.4.8.1.3 **Item 302: ingredients for pan:** This includes supari, lime, katha, and all other ingredients used for preparing pan. Quantity will be recorded in gms.

- ✓ Supari (betelnuts) in various forms is available in the market. These are fresh supari, sundried supari, fermented supari, boiled and coloured supari and scented supari.
- ✓ **Tobacco, zarda, surti, kimam, etc., which are also consumed with pan, should not be included in item 302.** Provision for them has been made in the tobacco group.
- ✓ However, products such as “Pan Parag” (pan masala) will be included in this item.



### 3.4.8.2 Section 12.2: consumption of tobacco during the last 7 days

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**Q12.2 What is the quantity and value of the tobacco consumed by the household during last 7 days?**

3.4.8.2.1 If the selected household report to have consumed any of the items of tobacco mentioned in Col. (1), Q12.2 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

Consumption approach will be followed here. Reference period will be during the last 7 days. Consumption of bidi, cigarettes, cheroot, hookah tobacco, etc., will be recorded here.

3.4.8.2.2 **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 and consumed. Sometimes ganja is consumed in the form of cigarettes. Such cigarettes will be considered under item 320: ganja, Section 12.3.

3.4.8.2.3 **leaf tobacco & hookah tobacco:** All leaf tobacco consumed during the reference period in any form will be recorded against item 312. Tobacco leaf burnt and powdered for brushing teeth will also be included against item 312. Hookah tobacco consumed during the reference period will be recorded against item 314.

3.4.8.2.4 Consumption of bidi (no.), cheroot (no.), snuff (gm) will be recorded in items 310, 315 & 313 respectively.

### 3.4.8.3 Section 12.3: consumption of intoxicants during the last 7 days

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**Q12.3 What is the quantity and value of the intoxicants consumed by the household during last 7 days?**

3.4.8.3.1 If the selected household report to have consumed any of the item of intoxicants mentioned in Col. (1), Q12.3 during the last 7 days, then the quantity and value of these items will be recorded in the Cols. (3) to (6) and source from where these items were procured is to be recorded in Col. (7).

Consumption approach will be followed here. Reference period will be during the last 7 days. Consumption of liquor, beer, ganja, etc. will be recorded here in litre and gms.

3.4.8.3.2 **Item 322: country liquor:** This will exclude country liquor prepared at home from its ingredients and consumed. For liquor prepared at home, consumption entries will be made against the ingredients like rice, etc.

**3.4.8.3.3 Item 321: toddy:** Toddy is a type of naturally alcoholic sap of some kinds of stem-juice of palm, coconut, etc. If the process of fermentation is being done at home from the juices of home-grown trees or even free-collection, it may be considered as “home-produced”.

**3.4.8.3.4 Item 320: ganja:** This will also include ganja consumed in the form of cigarettes and recorded in gms.

**3.4.8.3.5 Item 325: other intoxicants:** This will include drugs used for intoxication but exclude drugs used for medicinal purposes.

### **3.4.9 Section B1: Summary information of item collected in Questionnaire - CSQ**

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3.4.9.1 This section will be auto-generated as per the details recorded in Sections 8 – 12.

### **3.4.10 Section B2: Contact details of the household and time taken to canvass the questionnaire**

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3.4.10.1 In this section, the contact details viz. mobile number and landline number of the household and time taken to canvass the questionnaire, name of the informant, response code of the informant will be recorded.

**3.4.10.2 QB2.1 Mobile number of the informant:** This information should be auto-generated from Questionnaire - HCQ, item no. 1.1.1. However, the mobile number of the informant should also be verified by the informant at the time of canvassing Questionnaire CSQ and updated mobile number will be recorded, if the informant wants to update the mobile number. Mobile number consists of 10 digits starting from any one of the digits 6, 7, 8 or 9.

**3.4.10.3 QB2.2 Alternate mobile number of the informant:** This information should be auto-generated from Questionnaire - HCQ, item no. 1.1.2. However, the alternate mobile number of the informant should also be verified by the informant at the time of canvassing Questionnaire CSQ and updated mobile number will be recorded, if the informant wants to update the mobile number. Mobile number consists of 10 digits starting from any one of the digits 6, 7, 8 or 9.

**3.4.10.4 QB2.3 Landline number of the informant:** This information should be auto-generated from Questionnaire - HCQ, item no. 1.1.3. However, the landline number of the informant should also be verified by the informant at the time of canvassing Questionnaire CSQ and updated landline number will be recorded, if the informant wants to update the landline number. The 11- digit landline number starting the STD code as applicable, of the household, if exists in the household is to be recorded here.

**3.4.10.5 QB2.4 Time taken to canvass the Questionnaire CSQ (in minutes):** Entry in this item will be made in whole number and in minutes. The time required to canvass the questionnaire should be the actual time taken by the enumerator(s) to canvass the questionnaire and will not include the time needed by the enumerator(s) to finalize the questionnaire.

**3.4.10.6 QB2.5 Household's usual consumption expenditure in a month (in Rs.):** In this item, household's usual monthly consumption expenditure on food, consumables & services and durables will be recorded in whole number of Rupees.

Note: It is to be noted that the information on Household's usual consumption expenditure in a month (QB2.5) will be collected only for validation of the data and will not be used for generating any estimates.

**3.4.10.7 QB2.6 Total expenditure incurred on online purchase/payment of consumables & services during the last 30 days (in Rs.):** If any expenditure was incurred by the household for online purchase/payment of consumables & services such as energy & light (electricity, LPG cylinder, etc.), toilet articles, other household consumables, stationary, books, medicines, expenses on travel, rent & cesses or any other services during the period of last 30 days, then total expenditure incurred during the last 30 days is to be recorded here in whole number of rupees. Definition of online purchase/payment has been provided in para no. 3.3.1.3 of Chapter-3.

**3.4.10.8 QB2.7 Name of the informant:** Informant is the person from whom the bulk of the information on the Schedule is collected. It is always desirable to collect information from one of the household members. In extreme cases, where this cannot be done, information may be collected from a non-household member who is supposed to know the requisite information. In Computer assisted Personal Interview (CAPI) mode, serial number and name of the household member as listed in Cols.1 and 2 of Block 3/3A will appear along with an option 'not a household member' against 'srl. no. of the household member' '99' for selecting the informant. The enumerator should select the 'informant' from that list as given below.

Srl. no. of the household member	Name	Select the informant
		○
		○
99	not a household member	○

**3.4.10.9 QB2.8 Response code of the informant as assessed by SE/JSO:** This item is meant to categorize the informant according to the degree of his/her co-operation as well as his/her capability to provide the required information in the Schedule. Information on the type of informant will be collected in terms of the following codes:

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

## 3.5 Questionnaire DGQ: Durable items

### 3.5.1 General instructions

3.5.1.1 In general, the **Expenditure Approach** is followed for durable items.

In this Questionnaire, broadly, information on i) online purchase ii) expenditure on clothing, footwear and bedding iii) purchase (including repair & maintenance) and construction of various durable goods during the last 365 days will be recorded.

### 3.5.2 Section 4.3: Information on online purchase during last 365 days

#### Objectives and Scope

To record some basic information on online **purchase** and free durable goods received by the household through social-welfare scheme will be ascertained.

#### Implementation Notes

To be canvassed for all the selected households

**3.5.2.1 Q4.3.1 Whether any online purchase/payment has been made to buy one or more of the items (clothing, footwear, furniture & fixtures, mobile handset, personal goods, goods for recreation, cooking & other household durables, crockery & utensils, sports goods, medical equipment & bedding) during the reference period of 365 days?**

3.5.2.1.0 If any online purchase/payment (for definition see para 3.3.1.3, Section 3.3) has been made by the household to buy one or more of the items listed in Col. (2) during the reference period of last 365 days, then the corresponding box in Col. (3) will be checked, otherwise, it will remain unchecked.

**3.5.2.2 Q4.3.2 Whether one or more member of the household received durable items free of cost through social-welfare programme of the Government or any other charitable organization during last 365 days?**

3.5.2.2.0 If one or more member of the household has reported to received free durable items such as PC/laptop, mobile handset, tablet, motor cycle/scooty, bicycle, clothing (school uniform, etc.), footwear (school shoes, etc.) or any other durable item during the last 365 days through social-welfare programme of the Government or from any other Charitable organization, then the corresponding box in Col. (3) will be checked, otherwise, it will remain unchecked. Also, number of such durable items received free of cost will be recorded against Col. (4).

**3.5.2.3 Q4.3.3 Whether the household possessed one or more of the items (television, mobile handset, laptop/PC, radio, bicycle, motorcycle/scooter, motor car/jeep/van, trucks, animal cart, refrigerator, washing machine, air cooler/conditioner) as on the date of the survey?**

3.5.2.3.0 If the household possessed one or more of the items listed in Col. (2) as on the date of survey, then the corresponding box in Col. (3) will be checked, otherwise, it will remain unchecked.

**Branching & Skipping:**

If serial no. 1, Q4.3.3 is checked, go to Q4.3.4, else go to section 13

**3.5.2.4 Q4.3.4 Which type of multichannel television facility is used by the household as on the date of the survey?**

3.5.2.4.0 This question will be asked, if serial no. 1 (television) of Q4.3.3 is checked i.e., if the household reported to possess television as on the date of survey. If the household possesses television as on the date of survey, the type of television facility used by the household will be ascertained here. The codes for recording the television facility are given below:

Broadcast television	1
Cable television	2
Satellite television	3

Description of the abovementioned television facilities are as below:

**Broadcast television** can be obtained free of cost, over the air using an antenna. For example, free-to-air television channels of Doordarshan.

**Cable television** is a system in which television programmes are transmitted to the sets of subscribers by cable rather than by a broadcast signal. It provides consumers with access to television programs via coaxial cables or through optical fiber cable located in the subscribers' premises.

**Satellite television** is a method of getting television programming into your home that relies on transmitting data from a communications satellite in outer space. These transmissions are routed through a satellite network and then distributed to consumers' homes. Unlike cable television, which may not require any additional equipment, satellite television relies on the use of a satellite dish to receive programming. In turn, the information received through the dish is sent to a set-top box inside the consumer's home. Examples: Dish TV, Airtel Digital, Tata Sky etc., and IP TV services provided by various mobile telephone service providers.

### 3.5.3 General instructions for Section 13:

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3.5.3.1 For items of **clothing, bedding and footwear, consumption of an item is said to occur when a purchase of such items occurs** and consumption is considered as occurred *at the moment of purchase*. It may be noted that all purchases made by the household during the reference period irrespective of the fact that it is for their own purpose or otherwise is to be reported.

3.5.3.2 **Clothing is frequently received** at festival times or on an annual or periodic basis by domestic servants and other unorganized and informal sector employees **from the employer**. The general rule for goods obtained as perquisites will be applicable here, viz., **the recipient household will be considered to incur expenditure on clothing at the moment when it is acquired. The imputed value of clothing** thus received **will therefore be recorded** in the clothing section if the time of acquisition falls within the reference period.

3.5.3.3 Entries regarding consumption of clothing items will be the total of all such purchases, and imputed values of consumption out of home produce. Transfer receipts such as gift, charity, etc. should be excluded; the same will be recorded in the giver household and not against the recipient household. Also, care should be taken to exclude purchases made on account of household productive enterprises.

3.5.3.4 **Second-hand purchase:** Second-hand purchase of clothing or footwear occurs when an item of clothing or footwear is purchased by a household after it has been used by another household, without alteration. It is said that consumption has occurred *at the moment of purchase*.

3.5.3.5 Clothing purchased first-hand will be reported against items 030 to 034 and 350 to 374. The total value of clothing purchased second-hand will be recorded against item 375.

3.5.3.6 **Imported second-hand ready-made garments** will be treated not as second-hand but as first-hand purchase.

3.5.3.7 Quantity and value of **livery or uniform supplied by the employer** will not be recorded as household consumption even if used during duty hours only. Only if some amount is paid by the employee (may be at a subsidized rate) for such uniform, then that amount is to be recorded.

3.5.3.8 Consumption of clothing out of home production during the reference period will be evaluated at the producer's price (ex-factory price).

3.5.3.9 For 'ready-made' garments, the unit of quantity will be "number". But if a household prepares 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 to be included **unless the sample household itself runs a tailoring shop.**

In case the household have a shop and a garment is sewn there, the value of cloth will be recorded against item 352 or 353 and the tailoring charge will be shown against item 485 in Section 11.2 of Questionnaire CSQ. 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 as tailoring charge against item 485 in Section 11.2 of Questionnaire CSQ.

### **3.5.4 Section 13: Expenditure for clothing, footwear and bedding during last 365 days**

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#### **Objectives and Scope**

To record some basic information on expenditure incurred on clothing, footwear & bedding by the household during the last 365 days.

#### **Implementation Notes**

To be canvassed for all the selected households.

#### **3.5.4.1 Section 13.1: Expenditure for clothing during last 365 days**

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**Q13.1 What is the quantity and value of the items procured by the household for clothing during last 365 days?**

3.5.4.1.1 If the selected household report to have incurred expenditure to procure any of the items of clothing mentioned in Col. (1), Q13.1 during the last 365 days including online purchases/payment, then the quantity and value of these items will be recorded in the Cols. (3) & (4).

3.5.4.1.2 **Columns (1) and (2):** In these two columns, description and code of the clothing items are printed. The unit of quantity for an item is shown within brackets after the name of the item in the list.

3.5.4.1.3 **Columns (3) to (4): quantity and value:** Column (3) relates to the quantity of consumption and column (4) to the corresponding value (Rs.) during the last 365 days.

3.5.4.1.4 **Column (3): quantity:** Against most of the items of Section 13.1, there is provision to record the quantity figure in the appropriate unit in the quantity column (either in no. or metre).

For most of the items, the unit is “no.”, and the decimal part of the quantity cell is shaded, meaning that the entry is to be made in whole number.

For a few items, the unit of quantity is “metre”; here the integer part of quantity will be recorded in the left-hand cell and the fractional part will be entered in the right-hand cell in two places of decimals.

For a few items, the quantity is not required to be entered and the quantity cells are shaded.

**3.5.4.1.5 Items 031 to 034, 354, 356-358, 360-365, 368, 370, 372:** All readymade garments purchased by the sample household during last 365 days will be recorded against these items.

**3.5.4.1.6 Item 032 & 033:** Item 032 (western suit set) and item 033 (sherwani, lehnga, gown) are added in the clothing section of this questionnaire and to be recorded against the respective item category.

**3.5.4.1.7 Items 352 and 353: Cloth (not garments)** purchased by the sample household will be recorded against these two items.

Cloth for shirt, pyjama, kurta, salwar, etc., (metre) will be recorded against item code 352 and Cloth for coat, trousers, suit, etc., will be recorded against item code 353.

Quantity entry, decimal part: Note that, since the decimal part has to be entered in 2 digits, cloth of length 3½ metres (i.e., 3 metres 50 cm) should be recorded as 350 (not 305). Similarly, cloth of length 3 metres 10 cm should be recorded as 310 (not 301).

**3.5.4.1.8 Items 358: kurta-pajama suits: males (no.) and item 360: kurta-pajama suits: females (no.):** In some households, kurta-pajamas are always purchased as a complete *set* or *suit*. The investigator may start off by asking whether this is the case for the sample household. If the answer is yes, then items 358 and 360 will suffice to record the household’s consumption of kurta-pajamas. There will be no need to make entries in item 361 (kurta, kameez) or 362 (pajamas, salwar), if the household purchased only suit sets.

**Note that an entry of 3 (say) in the quantity column against item 358 means 3 kurta-pajama sets for males.**

**3.5.4.1.9 Item 356: school/college uniform (boys) and item 357: school/college uniform (girls):** Two separate items have been created for school/college uniform to help avoid recall error. All components of school/college uniform may be entered here. The enumerator should ask for information on school uniform purchase only when there are school-going or college-going children among the household members. The information collected in Section 3, Questionnaire HCQ will tell the enumerator whether these questions should be asked or not. Quantity in Col. (3) for these items need not to be recorded.

**3.5.4.1.10 Item 361: kurta, kameez, kurti (no.):** Expenditure on kurtas/kameez/kurtis purchased separately and not as part of a kurta-pajama set will be entered here. This procedure is adopted to make the informant’s reporting more comprehensive.



**Note that an entry of 2 in the quantity column will mean 2 kurtas/kameez.**

**3.5.4.1.11 Item 362: pajamas, salwar, leggings, plazzo (no.):** Consumption of pajamas/salwars/leggings/plazzos purchased separately and not as part of a kurta-pajama set will be entered here.

**3.5.4.1.12 Item 372: infant clothing:** For very young babies, clothes are sometimes bought which do not fall into the categories of clothing items used by adult males or females. They may be like towels which can be fastened around the baby.

**3.5.4.1.13 Item 375: clothing (second-hand):** All clothing items, like dhoti, saree, ready-made garments, etc., purchased second-hand during the reference period, irrespective of whether used after purchase or not, will be recorded against this item.

### **3.5.4.2 Section 13.2: Expenditure for footwear during the last 365 days**

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**Q13.2 What is the quantity and value of the items procured by the household for footwear during last 365 days?**

**3.5.4.2.1** If the selected household report to have incurred expenditure to procure any of the items of footwear mentioned in Col. (1), Q13.2 during the last 365 days including online purchases/payment, then the quantity and value of these items will be recorded in the Cols. (3) & (4).

**3.5.4.2.2** While filling up this section on expenditure for footwear, the general instructions given for filling the section on clothing will be followed.

- Both quantity (number of pairs) and value (Rs.) are to be entered in whole number.
- All footwear purchased second-hand during this period will be recorded against “footwear: second-hand” (item 395).
- It may be noted that all purchases made by the household during the reference period are to be reported irrespective of the fact that it is for their own use or otherwise.  
**Expenditure approach will be followed for recording.**
- If materials are purchased and footwear is got made by a cobbler, the cost of footwear will be imputed at the cost of raw materials plus service charges paid to the cobbler.
- If a one-legged person purchases only one shoe or gets only one shoe made, quantity will be taken as one pair.
- Plastic footwear will be included against item 393: rubber/PVC footwear.
- Straps for slippers will not be included in this section. Such items will be included in Section 9.2 of Questionnaire CSQ (item 472: other petty articles).

### 3.5.4.3 Section 13.3: Expenditure for bedding during the last 365 days

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#### Q13.3 What is the quantity and value of the items procured by the household for bedding during last 365 days?

3.5.4.3.1 If the selected household report to have incurred expenditure to procure any of the items of bedding mentioned in Col. (1), Q13.3 during the last 365 days including online purchases/payment, then the quantity and value of these items will be recorded in the Cols. (3) & (4).

3.5.4.3.2 While filling up this section on expenditure on bedding, the general instructions given for filling the section on clothing will be followed.

- Expenditure approach will be followed for recording.
- Units of quantity will be 'no.' or 'metre'.
- Cloth purchased for making mosquito nets will also be recorded against item 385 (mosquito net). The quantity entry will be the number of mosquito nets made or intended to be made.
- Item code 386 (bedding: others) will include mats used as single-person seats, and other small mats.
- Carpets and darees, however, will be accounted in item 555 of section 14.7 (furniture and fixtures).

### 3.5.5 General instructions for Section 14

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3.5.5.1 Information on expenditure incurred for purchase and cost of raw materials and services for construction and repairs & maintenance of durable goods for domestic use will be collected in this section for last 365 days.

- Expenditure will include both cash (including online purchases/payment) and kind. A purchase will qualify for consideration in this section only if some expenditure – whether in cash or kind or in both cash & kind - is incurred towards the purchase during the reference period.
- Purchase will include both first-hand and second-hand purchase and will be recorded in separate columns of this section.
- Expenditure incurred on purchase of durable goods for gifts or transfer is to be included in the giver household and not against the recipient household.
- In case of credit purchase of any item of this section, the actual expenditure made during the reference period will be recorded. The following points may be noted:
  - ◆ If the seller agrees to accept payment in instalments, it is called hire purchase. In case of hire purchase, only the payment made to the seller during the reference period is regarded as the expenditure incurred.

- ◆ 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.
- ➡ The term “hire-purchase” does not cover the case of purchase (e.g., of a car) fully financed by a loan from some person or enterprise other than the seller, where full payment is made to the seller. In this case total amount payable to the seller will be recorded.
- ➡ The time at which the item purchased comes into the possession of the household is not relevant. If the sample household incurred some expenditure on purchase of an asset during the reference period, then the expenditure incurred will be accounted in this section even if the household has not yet received it till the date of survey. **Likewise, suppose a sample household acquired an asset (durable goods) during the reference period and it is in possession of the household but no payment has been made during the reference period. Such purchases are to be excluded.**
- ➡ Purchases made by the household during the reference period using a credit card will be included.  
**Note: In general, any purchase made on a given date by credit card will be treated at par with cash purchases made on that date.**
- ➡ Suppose an asset which was purchased during the reference period for domestic use is reported to have been sold out during the reference period. Such a purchase will also be accounted.

#### Columns of Section 14:

**3.5.5.2 Columns (1) and (2):** The three-digit code of the items and the names of the items on which expenditure was made are already printed in these columns of the Section.

**3.5.5.3 Column (3): first-hand purchase: number purchased:** 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.

**3.5.5.4 Column (4): whether hire-purchased:** If the seller agrees to accept payment in instalments, it is called hire-purchase. Purchase financed by loan (as frequently happens in case of cars) is not a case of hire-purchase but a case of outright purchase.

**3.5.5.5 Column (5): first-hand purchase: value:** Value of first-hand purchase during the reference period will be entered in this column.

- ➡ In case of hire-purchase, only the payment made to the seller during the reference period is regarded as the expenditure incurred.
- ➡ In case of purchase financed by loan (which is not a case of hire-purchase), the question is whether the transaction with the seller, giving the household the right to possess the durable, took place within the reference period. If so, the full market value of the durable at the time of purchase is to be entered here. Otherwise, nothing is to be entered.

- ➡ Loan repayments to the bank/financier are not to be entered here.

**3.5.5.6 Column (6): cost of repair & maintenance or cost of raw materials and services for construction (incl. repair & maintenance):** 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 column. Expenditure incurred towards repair and maintenance of items purchased second-hand will also be accounted.

*Note: 1. The purchase value of a consumer durable 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 members of sample household, then the repair charges will be imputed and recorded against the appropriate item only if the household member is a professional for that repairing job.*

**3.5.5.7 Column (7): second-hand purchase: number purchased:** The number of each item of second-hand durable goods purchased during the reference period will be recorded in this column. **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.

**3.5.5.8 Column (8): second-hand purchase: value:** Value of second-hand purchase during the reference period will be entered in this column.

**3.5.5.9 Column (9): total expenditure:** It is the sum of value of first-hand purchase, cost of raw materials and services for construction and repair/maintenance and value of the second-hand purchase.

$$\text{Column (9)} = \text{Column (5)} + \text{Column (6)} + \text{Column (8)}.$$

## **3.5.6 Section 14: Expenditure for purchase and construction of durable goods for domestic use during last 365 days**

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### **Objectives and Scope**

To record information on expenditure for purchase & construction (including repair & maintenance) of durables goods during the last 365 days.

### **Implementation Notes**

To be canvassed for all the selected households

### 3.5.6.1 Section 14.1: Expenditure for purchase (including repair & maintenance) of personal goods for domestic use during the last 365 days

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3.5.6.1.1 In this section expenditure incurred by the households towards purchase & repair/maintenance of **personal goods** like spectacles, umbrella, torch, PC, Laptop, back-pack, etc. will be recorded. Reference period to collect information is last 365 days.

- All the personal durable goods for domestic use have been categorized into eleven item groups. Information will be recorded against these eleven items groups.
- Item code 622 (PC/Laptop/tablet, etc.) will also include purchase of software. Printer will also be recorded here.
- Emergency lamp with torch will not be included against item code 442. It will be recorded against item code 583 of section 14.5.
- Back-pack, handbags, vanity bags, purse, clutch, etc., will be recorded in item 554 of this section and not in furniture & fixtures.
- Item 035: headphone, earphone, earpod, airpod, bluetooth devices/speakers etc., has been added in this section and to be recorded against this item.
- Item 625: any other personal goods will include items such as power banks, hair dryers, hair straightener, hair curler, trimmer, groomer, epilator and any other durable goods for personal use.
- Total expenditure for purchase, repair/maintenance of household durable goods will be auto-populated against item code 629.

### 3.5.6.2 Section 14.2: Expenditure for purchase (including repair & maintenance) of transport equipment for domestic use during the last 365 days

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3.5.6.2.1 In this section expenditure incurred by the households towards purchase, repair and maintenance of **transport equipment** will be recorded. Reference period to collect information is last 365 days.

- Transport equipment procured by the household for personal use will be recorded against five groups as listed in this section.
- **Item Code 603 (tyres & tubes)** will include all those tyres and tubes which are purchased for replacement in vehicles. If repairs are done only on tyres and tubes then the expenditure incurred on repair will be taken into account against this item in column (6).
- **Item Code 604 (other transport equipment):** This item includes all transport equipment not covered by items 600-602 when used exclusively for non-productive domestic purposes, will be included against this item, like
  - ◆ all hand- and cycle-drawn vans,
  - ◆ Livestock animals like horses and bullocks used for transportation,
  - ◆ Conveyance such as horse cab, bullock cart, etc.,

Maintenance for these livestock animals will be accounted in column (6).

If these animals and means of conveyance 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.

Purchase of animals will always be recorded under “first-hand purchase”.

### **3.5.6.3 Section 14.3: Expenditure for purchase (including repair & maintenance) of sports goods for domestic use during the last 365 days**

---

3.5.6.3.1 This section is included in the questionnaire for the first time. In this section expenditure incurred by the households towards purchase, repair and maintenance of **sports goods** like treadmill, fitness cycle, weighing machine, badminton racket, etc., for personal use will be recorded. Reference period to collect the information is last 365 days.

- ➡ Sports goods procured by the household for personal use will be recorded against four groups as listed in this section.
- ➡ All sports goods not listed in this section will be recorded against ‘other sports goods’ (item code 097).

### **3.5.6.4 Section 14.4: Expenditure for purchase (including repair & maintenance) of medical equipment for domestic use during the last 365 days**

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3.5.6.4.1 In this section expenditure incurred by the households towards purchase, repair and maintenance of **medical equipment** like wheelchair, massagers, hearing aids, nebulizer, etc., for domestic use will be recorded. Reference period to collect the information is last 365 days.

- ➡ Medical equipment procured by the household for domestic use will be recorded against five groups as listed in this section.
- ➡ **Item 042: nebulizer:** It is a piece of medical equipment that a person with asthma or another respiratory condition can use to administer medication directly and quickly to the lungs. It turns liquid medicine into a very fine mist that a person can inhale through a face mask or mouthpiece. If the household made an expenditure on nebulizer during the last 365 days, it will be recorded against item 042.
- ➡ All medical equipment not listed in this section like blood pressure monitoring machine, pulse oximeter, thermometer, glucometer, etc., will be recorded against ‘other medical equipment’ (item code 611).

### 3.5.6.5 Section 14.5: Expenditure for purchase (including repair & maintenance) of cooking and other household appliances for domestic use during the last 365 days

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3.5.6.5.1 In this section expenditure incurred by the households towards purchase, repair and maintenance of **cooking and other household appliances** will be recorded. Reference period to collect the information is last 365 days.

- Cooking & other household appliances procured by the household for domestic use will be recorded against the groups as listed in this section.
- **Item 586: stove, gas-burner, induction:** This will include both oil stoves and gas burners. Induction used by electric will also be recorded here.
- **Item 590: water purifier:** This item will include “Aquaguard”-type (filtration-cum-ultra-violet radiation) purifiers, RO purifiers as well as the older “filter candle” type (filtration only). It will also include resin-based purifiers.
- **Item 584: sewing machine:** Machines used mainly for household enterprise purposes will not be included here.
- **Item Code 583 (lantern, lamp, electric lampshade, etc.):** This will exclude electric bulb.
- **Item 592: other cooking/household appliances:** All cooking & other household appliances not listed in this section will be recorded against ‘other’ (item code 592). This will include items not listed in this section like ice-cream maker, solar panel, etc.

### 3.5.6.6 Section 14.6: Expenditure for purchase (including repair & maintenance) of crockery and utensils for domestic use during the last 365 days

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3.5.6.6.1 In this section expenditure incurred by the households towards purchase, repair and maintenance of **crockery and utensils** will be recorded. Reference period to collect the information is last 365 days.

- Crockery and utensils procured by the household for domestic use will be recorded against five groups as listed in this section.
- Water bottle/feeding bottle will be recorded against item 050.
- All non-metal crockery items not listed in this section will be recorded against item “other crockery & utensils” (item code 573).

### 3.5.6.7 Section 14.7: Expenditure for purchase and construction of furniture and fixtures for domestic use during the last 365 days

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3.5.6.7.1 In this section expenditure incurred by the households towards purchase (including repair & maintenance) & construction of furniture **and fixtures** will be recorded. Reference period is last 365 days.



- Furniture and fixtures procured by the household for domestic use will be recorded against seven groups as listed in this section.
- **Item 550: bedstead:** This is usually called a “cot” in India. It is usually the wooden or metal structure on which the mattress or bedding of a bed rests. Its surface may be made of coir rope or nylon. **The item will include folding beds but not baby cots or perambulators.**
- **Item 551: almirah, dressing table:** Full-size wardrobes, dressing tables will be included against this item.
- **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. Mats used as single-person seats, and other small mats will not be included here. They will come under “bedding: others” in Section 13.3 (item 386).
- **Item 557: other furniture & fixtures (couch, sofa, etc.):** Waist-high (usually wooden) planters will be included under this item. Kitchen cupboards (free-standing) and complete sofa-sets will also be included.

### 3.5.6.8 Section 14.8: Expenditure for purchase (including repair & maintenance) of goods for recreation for domestic use during the last 365 days

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3.5.6.8.1 In this section expenditure incurred by the households towards purchase, repair and maintenance of **goods for recreation** like television, camera, musical instruments, etc., will be recorded. Reference period to collect information is last 365 days.

- Goods for recreation procured by the household for personal use will be recorded against five groups as listed in this section.
- **Item Code 562: CD, DVD, pen-drive, etc.:** This item is kept for accounting the expenditure made for CD, DVD, pen-drive used for storing songs, film, video games, etc. If these goods are used for purposes other than such storing, it is to be recorded in item 622 (Section 14.1).
- All other goods for recreation not listed in this section will be recorded against ‘others’ (item code 564).

### 3.5.6.9 Section 14.9: Expenditure for purchase and construction of residential building, land and other durables for domestic use during the last 365 days

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3.5.6.9.1 In this section expenditure incurred by the households towards purchase, construction and repair of residential building, land and other durables will be recorded. Reference period to collect information is last 365 days.

- **Item 632: residential building and land (cost of minor 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 section. The total expenditure incurred by



the household towards minor repairs and maintenance of dwelling unit and land during the reference period would be entered against this item.

- ➡ Repair/maintenance & construction of other durable goods not listed in this section will be recorded against others in code 633.

### **3.5.6.10 Section 14.10: Expenditure for purchase (including repair & maintenance) of jewellery and ornaments for domestic use during the last 365 days**

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3.5.6.10.1 In this section expenditure incurred by the households towards purchase, repair and maintenance of jewellery and ornaments will be recorded. Reference period to collect information is last 365 days.

- ➡ Jewellery & ornaments procured by the household for personal use will be recorded against four groups as listed in this section.
- ➡ **Item 640: gold ornaments/diamond/platinum jewellery:** If gold ornaments are purchased in exchange of gold and some amount of cash, only the cash payment made will be taken into account. But if they are purchased in lieu of cash or cash and kind (other than gold), the total value of cash/cash and kind will be accounted. The same approach will be followed for diamond or platinum or other jewellery.
- ➡ All other jewellery & ornaments including artificial jewellery not listed in this section will be recorded against 'others' (code 643). This will also include imitation jewellery.

**Note:** For many durables such as TV, refrigerator, etc., “exchange offers” are frequently availed of by households whereby the household, by giving an old, used durable such as an old TV set to a company, receives a new durable at a price lower than the market price. For such transactions the household’s expenditure will be recorded at the market price (not the reduced price) of the new durable, the expenditure being understood as incurred partly in cash and partly in kind.

Note that the approach followed for gold ornaments purchased in exchange of some gold and some cash, as set out in the previous paragraph, is a special case which is not treated in the same way as these exchange offers.

### **3.5.7 Section C1: Summary information of item collected in Questionnaire - DGQ**

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3.5.7.1 This section will be auto-generated as per the details recorded in Sections 13 - 14.

### 3.5.8 Section C2: Contact details of the household and time taken to canvass the questionnaire

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3.5.8.1 In this section, the contact details viz. mobile number and landline number of the household and time taken to canvass the questionnaire, name of the informant, response code of the informant will be recorded.

3.5.8.2 **QC2.1 Mobile number of the informant:** This information should be auto-generated from Questionnaire - HCQ, item no. 1.1.1. However, the mobile number of the informant should also be verified by the informant at the time of canvassing Questionnaire DGQ and updated mobile number will be recorded, if the informant wants to update the mobile number. Mobile number consists of 10 digits starting from any one of the digits 6, 7, 8 or 9.

3.5.8.3 **QC2.2 Alternate mobile number of the informant:** This information should be auto-generated from Questionnaire - HCQ, item no. 1.1.2. However, the alternate mobile number of the informant should also be verified by the informant at the time of canvassing Questionnaire DGQ and updated mobile number will be recorded, if the informant wants to update the mobile number. Mobile number consists of 10 digits starting from any one of the digits 6, 7, 8 or 9.

3.5.8.4 **QC2.3 Landline number of the informant:** This information should be auto-generated from Questionnaire - HCQ, item no. 1.1.3. However, the landline number of the informant should also be verified by the informant at the time of canvassing Questionnaire DGQ and updated landline number will be recorded, if the informant wants to update the landline number. The 11- digit landline number starting the STD code as applicable, of the household, if exists in the household is to be recorded here.

3.5.8.5 **QC2.4 Time taken to canvass the Questionnaire DGQ (in minutes):** Entry in this item will be made in whole number and in minutes. The time required to canvass the questionnaire should be the actual time taken by the enumerator(s) to canvass the questionnaire and will not include the time needed by the enumerator(s) to finalize the questionnaire.

3.5.8.6 **QC2.5 Household's usual consumption expenditure in a month (in Rs.):** In this item, household's usual monthly consumption expenditure on food, consumables & services and durables will be recorded in whole number of Rupees.

Note: It is to be noted that the information on Household's usual consumption expenditure in a month (QC2.5) will be collected only for validation of the data and will not be used for generating any estimates.

**3.5.8.7 QC2.6 Total expenditure incurred on online purchase/payment of durable items during the last 365 days (in Rs.):** If any expenditure was incurred by the household for online purchase/payment of durable items such as clothing, bedding, footwear, mobile, TV, transport equipment, sports goods, medical equipment, furniture & fixtures, household appliances, jewellery & ornaments, etc., during the period of last 365 days, then total expenditure incurred during the last 365 days is to be recorded here in whole number of rupees. Definition of online purchase/payment has been provided in para no. 3.3.1.3 of Chapter-3.

**3.5.8.8 QC2.7 Name of the informant:** Informant is the person from whom the bulk of the information on the Schedule is collected. It is always desirable to collect information from one of the household members. In extreme cases, where this cannot be done, information may be collected from a non-household member who is supposed to know the requisite information. In Computer assisted Personal Interview (CAPI) mode, serial number and name of the household member as listed in Cols.1 and 2 of Block 3/3A will appear along with an option 'not a household member' against 'srl. no. of the household member' '99' for selecting the informant. The enumerator should select the 'informant' from that list as given below.

Srl. no. of the household member	Name	Select the informant
		<input type="radio"/>
		<input type="radio"/>
99	not a household member	<input type="radio"/>

**3.5.8.9 QC2.8 Response code of the informant as assessed by SE/JSO:** This item is meant to categorize the informant according to the degree of his/her co-operation as well as his/her capability to provide the required information in the Schedule. Information on the type of informant will be collected in terms of the following codes:

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

<b>Frequently Asked Questions (FAQs) and their replies</b>
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Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
1.	General	-	-	A priest resides in a temple and takes prepared food from the colony/village residents, where will the entry of these meals take place?	The entry will be recorded in the household who prepares the meals.
2.	General	-	-	If a car is purchased by taking loan from bank and instalments are being paid to the bank as repayment of loan, whether the full purchase amount of the car is to be considered as consumption expenditure or only the amount of instalments paid during the reference period is to be reported?	The total purchase amount of the car will be considered for recording consumption expenditure.
3.	General	-	-	Where to make entry for insurance charges for motor vehicles?	Insurance premium amount paid will not be a part of consumption expenditure. Please refer to para no. 3.0.1.6 for further clarifications.
4.	General	-	-	Whether purchase made during abroad trips and consumed over there during the reference periods are to be considered for reporting in this survey?	It will not be considered. Only expenditure incurred on domestic account should be considered.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
<b>Questionnaire HCQ: Household Characteristics</b>					
5.	3	-	7	The parents of a child report that their child is 5 <sup>th</sup> standard pass, but the child could not read or write any message in any language. Is the child to be treated as illiterate or literate with primary standard pass?	Illiterate and code 01 is to be given.
6.	3	-	7	What will be the code of highest educational level for a person whose educational level is secondary but has been conferred with honorary degree of doctorate by some Institute or University?	His educational level will be considered as 'secondary', since the person did not complete the specific level of education (doctoral degree) to obtain the degree.
7.	3	-	8	If a member of the household completed B. Tech from a recognized college/university, then how entry will be recorded in Col. 8?	<p>The total year of schooling will be counted from the beginning when the member was first enrolled in education upto the last completed class/course.</p> <p>In this case, if the member has completed B. Tech (duration of 4 years) course from a recognized college/university, then the total year of schooling will be: <math>14 + 4 = 18</math> years including pre-primary course of 2 years, if attended.</p>

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
8.	3	-	8	If a member of the household cannot pass the class XII in 2 attempts, and got success in the 3 <sup>rd</sup> attempt, then whether the 2 years in which the member does not get success will be counted for recording in Col. 8?	Total years of schooling will be counted from the beginning when the member was first enrolled in education upto the last completed class/course considering the full academic year without repetition.
9.	3	-	8	If a student has pursued his/her Ph.D from a recognized college/university but does not receive the degree of doctorate till now, then how the entry will be made in Col. 8?	Since, the student does not receive the doctorate degree from the college/university as on the date of survey, he/she will not be reported to have completed Ph.D degree and thus it will not be counted in the total year of schooling. <i>The total year of schooling will be recorded based on the last course completed by him/her.</i>
10.	3	-	10, 11-15	If a household member stays away from home for last two to three months for employment purpose, where would the expenditure incurred by him be reported and how?	All efforts should be made to find out the approximate consumption of the member and record it against item 280, Section 7.1, Questionnaire FDQ. For consistency, no. of meals consumed by the person should be reported against Col.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
					15 of Section 3.
11.	3	-	10, 14, 16	A family takes meal for 4 days from the Langar free of cost and for 9 days from the stock of food which he brought from home on his pilgrimage. What will be the entry in Cols. 10, 14 & 16?	In Col.10 entry will be 13 days. No. of meals taken free of cost from the Langar will be recorded in Col.14 for 4 days.  Food prepared at home and taken as a stock during trip to pilgrimage will be recorded Col.16 and no. of meals taken for 9 days from stock of food brought from home will be recorded here.  For further clarifications, please refer to para nos. 3.1.3.12 to 3.1.3.12.3 of Instructions to Field Staff, Vol. I.
12.	3	-	12 - 15	If a person does not take any meal during the last 30 days, what is to be entered?	0 may be entered in this case.
13.	3,7	Section 3 & Q7.1/ 280	12 - 15	A hotelier takes food from his own hotel. Where his consumption should be recorded in Sections 3 & 7?	The number of meals the hotelier has consumed from his own hotel should be recorded in Col.15 of Section 3 (HCQ) and the quantity and imputed value calculated at production cost should

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
					also be recorded in Section 7.1, item 280 (FDQ).
14.	3	-	12 - 15	Where and how should the food given to the in-patients by the Government hospitals be recorded?	<p>If hospital stay is not free, food charges may be assumed to be included in hospital charges and need not be separated out from Section 10.2, item 413 (CSQ). If hospital stay is free, food expenses should be imputed and reported against item 282 (FDQ).</p> <p>It is to be noted that in both the cases, meals taken at hospital should also be recorded, in Col. 14, Section 3 (HCQ).</p>
15.	3	-	13 - 15	A person left his home for another place 8 days ago in search of a job and is working as caterer there. In which column will his expenses on meals be recorded?	If the person takes meals on payment, then the no. of meals will be recorded in Col. 15. However, if the meals are received free of cost either from employer or others, it will be recorded in Col. 13 or in Col. 14, as the case may be.
16.	4	Q4.5, Q4.6	-	If there are more than two sources of income of a household, then which industry code will be given?	The source of income from which maximum income was derived by the household will be considered for recording in Q4.5 & Q4.6.



Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
17.	4	Q4.1 – Q4.10	-	While recording entry in questions Q4.1 – Q4.10 should the paying guests/domestic helpers be considered or not?	No, paying guests and domestic helpers are not to be considered in making entries against these questions.
18.	4	Q4.12	-	The head of the household residing in A & N Islands, possesses SC certificate issued by some other State Govt. A & N Islands does not have any caste declared as SC. In such situation whether to report the social group as SC or as 'others' category.	If the head of the household belongs to SC, due to possession of SC certificate issued by some state, code 2 is to be reported.
19.	4	Q4.13	-	The head of the sample household cultivates the land which is owned by his father. His father lives in another place. Will this be treated as owned land of the sample household?	The land should not be treated as owned and thus should not be recorded against Q4.13.
20.	4	Q4.13	-	A sample household resides in a rental dwelling and the head of that household owns land at its native place which is not leased out. Will the household be considered to own any land?	Yes, any land owned by the household within the jurisdiction of the country will be recorded in Q4.13.
21.	4	Q4.13	-	A household is in possession of government land in a village. Will such type of land be considered as	No, it should not be considered as land owned.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				owned?	
22.	4	Q4.13	-	If some land is received by a household under long-term lease, will it be considered for entry?	Yes, the land will be considered as land owned and will be recorded in Q4.13.
23.	4	Q4.13	-	Residential building of somebody else is occupied and possessed since last 40 years without any right, registration, etc. Will this be considered as owned?	Such type of possession will not be treated as owned and will not be reported here. This building will be considered for entry in the household of the actual owner, if selected.
24.	4	Q4.15	-	How to record area of land owned & possessed for a household staying on the upper floor of a multi-storeyed building?	It is to be apportioned among all the owners of the multi-storeyed building in proportion to area occupied by the owners.
25.	4	Q4.17	-	A house has been leased-in by the sample household for 5 years by paying a lumpsum amount of Rs. 10 lakhs (as a security deposit), refundable in full after the said period and the household is not required to pay any monthly rent. In this case what code is to be recorded in Q4.17?	Code 2 is to be reported in Q4.17, if the dwelling unit is hired out.
26.	4	Q4.16, Q4.17	-	What code is to be given if the household has built its own house in an encroached land?	If the household have a dwelling unit or unit of accommodation availed by the household for residential purpose, Code 1 will be recorded in Q4.16.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
					However, a house in encroached land will not be treated as owned and thus code 3 (others) will be recorded in Q4.17.
27.	4	Q4.17	-	If the widowed sister stays in the house constructed by her brother without paying any rent, what will be the code for dwelling unit?	Code 3 (others) will be recorded.
28.	4	Q4.18	-	The walls of a structure are made up of bricks by just stacking one brick on the other and are not joined by cement and are of purely temporary nature. What code will be provided in such case?	Code 2 or 6 may be reported based on whether the bricks are burnt or not.
29.	4	Q4.19	-	The roof of the building was not made by cement/RCC, but due to leakage problem the roof of the building has been further modified or constructed by cement. What material is reported for roof?	The material for roof will be basic building material used for major part of the roof area of the dwelling.
30.	4	Q4.23	-	A household collects drinking water from RO treated kiosk managed by Government. What code should be reported in such case?	Code 01 is to be reported if the household collects RO treated drinking water from the kiosk.
31.	4	Q4.23	-	What will be source code of drinking for a single	Code 04 is to be reported.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				member household where drinking water is collected daily through tap supplied from bore well in the office premises where he/she works?	
32.	4	Q4.23	-	A household is using diesel pump to extract water from underground and then the water is supplied to the household through pipes. What code is to be reported in this case?	In this case appropriate code for recording is code 06. However, if any agency is making arrangement to supply water in the household through pipe, then it will be considered as piped water and accordingly code 02 will be recorded.
33.	4	Q4.23	-	A household uses two sources of drinking water viz., bottled water and hand pump both equally for the purpose of drinking water. In this case, what code will be recorded?	If a household uses two sources for drinking water, the source from which most of the water is obtained is to be entered. However, if the household gets equal amount of water from the two sources during the last 365 days, the code appearing first in the code-list is to be recorded.
34.	4	Q4.23	-	In a sample village, arrangement is made by the villagers for bringing water up to their respective households from a source, i.e., from spring through	The main source from where the household get the water is to be recorded.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				pipes. What code will be given for the source of drinking water?	
35.	4	Q4.24	-	If more than one member of the household fetches water from the source, then how it will be reported in Q4.24?	Average time taken by all the members to fetch the water is to be reported.
36.	4	Q4.25	-	If a public/community latrine in a locality has been encroached by a single household and that household does not allow other households in the locality to use it. Which code will be given to the household who encroached and uses that public/community latrine?	Code 3, i.e., public/community latrine without payment is to be recorded.
37.	4	Q4.26	-	In a household, the members use different types of latrine, in such case, what code will be recorded?	Type of latrine used by most of the household members will be recorded here.
38.	4	Q4.29	-	In a household it was found that their ration card is with the parent household from where they had separated and are now a separate household. The ration card is with the parent household and all the members of this household have their names in it. As such whenever required, they have access to the ration	In cases where the sample household has separated from a parent household which continues to possess the ration card, the sample household will also be considered to possess the ration card provided at least one of its member's names appear on the card and he/she is in position to use it.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				card and occasionally they also do make purchases against it. What will be the status regarding possession of ration card for both the households?	
39.	4	Q4.29	-	It is common to find people using other's ration cards for subsidized purchases. In some cases, people are found using ration cards of BPL households, while they themselves belong to APL category. How to deal with such situations?	Use of others' ration card does not mean that the household will be considered to possess the ration card. If the sample household possesses any of the ration card mentioned in Q4.29, then only entry will be recorded here.  Note that: For making entries against PDS items of Sections 5, 6 & 8 (FDQ), possession of a ration card by the sample household is not important.
40.	4	Q4.29	-	If in a family of household size 5, two members possess "Antyodaya" Ration card and rest possess BPL card, what code will be recorded?	In case the household has more than one ration card, priority is to be given to Antyodaya ration card, and next to BPL.
41.	4	Q4.29	-	In some states, some state specific ration cards were issued to the households for procurement of food grains at subsidized rate.	Code 5 will be recorded.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				In this situation, what code will be recorded in Q4.29?	
<b>Questionnaire FDQ: Food items</b>					
42.	General	-	-	It is a common practice in villages that BPL and APL card holders take wheat, rice, etc. from the ration shop and pay a lump sum amount, they don't know the rates of these items. How will the value information be entered for these items?	Separate rates of all items may be ascertained from the PDS shop or from a knowledgeable person of the village and noted down.
43.	General	-	-	Under PMGKAY, food grains (rice, wheat) are provided free by the Government. What should be the price of the commodity and where should the entry be made?	The value is to be imputed at prevailing retail market price and the entry should be made against the rice-free (061) & wheat/atta-free (062) respectively.
44.	General	-	-	A household bought some food items from the market but due to damaged packet, all the items fell into the ground and thus cannot be used for consumption purpose. In this case, should the purchased food items be recorded in this section?	No, if all the food items purchased have been destroyed, then it will not be recorded in this section. For clarifications on wastage and loss of food, please refer to para no. 3.3.3.12 & 3.3.3.13, Instructions to Field Staff, Vol. I.
45.	4.1	Q4.1.3	-	If a household purchased some items online by using a device of another household, then whether it will be considered as	It will be considered as online purchase for the selected household irrespective of the fact that the device is

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				online purchase or not?	owned or possessed by the household or not.
46.	4.1	Q4.1.3	-	<p>(a) A household has ordered food from a restaurant over telephone or via text message and made a payment using e-wallet.</p> <p>(b) A household has ordered food online through an app of a restaurant and made a payment in cash on delivery.</p> <p>Whether the purchases mentioned in (a) &amp; (b) will be considered as online purchase/payment?</p>	<p>(a) Since the household has ordered food using telephone or text message, it will not be considered as online purchase/payment.</p> <p>(b) In this case, food is ordered online through a restaurant app, it will be considered as online purchase/payment.</p> <p>For further clarifications please refer to para no. 3.3.1.3 of Instructions to Field Staff, Vol. I.</p>
47.	4.1	Q4.1.5	-	In case no meals were served to non-household members, what is to be recorded here?	'0' should be entered.
48.	4.1	Q4.1.5	-	Is number of cooked meals consumed by the maidservant to be reported here or not?	Yes, if he/she is not a household member.
49.	5, 6	all PDS items	5, 6	<p>(a) An item is purchased from a PDS shop, but separate item code for recording under PDS category is not available for this item. In this case, whether it will be considered as purchase from PDS?</p> <p>(b) If the household</p>	<p>a) It will not be considered as PDS item and will be recorded against the respective item category.</p> <p>b) It will be considered as procured through PDS, provided the system of distribution of the commodities at</p>



Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				purchased a few PDS items at PDS rates without ration card, is it treated as PDS purchase?	controlled prices at the shop is such that no ration card is required to procure the item.
50.	5.1	Q5.1/ 101/061	-	If a household received free PDS rice using a ration card, should value of their consumption be imputed and if yes whether at the average local retail prices or the subsidized prices of BPL/APL/AAY rates prevailing during the reference period.	Imputed value of the rice at the local retail price of that quality will be recorded against item rice-free (061).
51.	5.1	Q5.1 102	7	In some places rice is supplied as substitute for mid-day meal. What source code should be given?	Code 9 (others) will be recorded.
52.	5.2	Q5.2/ 152	-	Where will the consumption of soyabean be reflected?	It will be recorded against item 152 (other pulse products), Q5.2.
53.	5.3	Q5.3/ 172	-	Will sugar-free products be recorded here?	It will not be recorded in this section. It will be recorded against item 291, Section 7.2.
54.	5.3	Q5.3/ 173	7	A sample household consumed gur which is prepared at home during the reference period. What source code will be given for this item?	Gur prepared in the home will be recorded in item 173. Source code will be given depending on the source from which the ingredient of the gur is obtained.
55.	6.1	Q6.1/ 164, 160	-	A student living away from his parental house consumes ghee obtained	Since the milk has already been considered in the

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				from his parents' house where it is home-made. Will it be considered in student's household? If yes, against which item: 160 or 164?	parents' household when it is converted into ghee, it will not be reported against student's household. For clarifications, please refer to para no. 3.3.3.10 of Instructions to Field Staff, Vol. I.
56.	6.1	Q6.1	-	Where should the consumption of prepared sweets be recorded; in Section 6.1: milk & milk products or in Section 7.2: packaged processed food?	Consumption of prepared sweets will be recorded in Section 6.1: milk & milk products against item 004.
57.	6.1	Q6.1		Where to record the consumption of soya paneer made from soyabean?	The consumption of soya paneer will be recorded against item 152, Section 5.2 and not against item 003, Section 6.1.
58.	6.4	Q6.4	-	If a household consumed chia seeds, flax seeds, basil seeds, pumpkin seeds, watermelon seeds, sunflower seeds, etc. during the reference period, then where should it be reported?	It will be recorded against item 247 (others), if these are procured in eatable form.
59.	6.6, 8.1, 9.1	Q6.6, Q8.1, Q9.1/ 181, 346, 017, 457	2, 3	A person purchased 1 litre mustard oil and used it partly for cooking, partly for lighting lamps, and partly for hair oil, body massage, etc. Under which item will the amount of cooking	Some items are of multi-purpose use. The portion of mustard oil used for cooking will be entered against item 181, Section 6.6 and the portion used for lighting lamp will be

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				oil used for lighting lamps, hair oil, etc. be entered?	entered against item 346, Section 8.1 and used for hair against item 017, Section 9.1 & portion used as body massager will be recorded against item 457, Section 9.1.
60.	6.7	Q6.7	-	How to record the consumption of the spices that are procured from a grocery shop in a single pack on which only the quantities of the items is printed, but the values of the items are not printed individually.	The value of the commodities consumed should be recorded at market price of the items.
61.	6.7	Q6.7/ 253	-	There is wide difference in the rate and the use of dry dhania and dhania leaf. The dry dhania is used as spices whereas, the green leaves of dhania are used as a sauce also. In this case, where to report the dry seed of dhania, whether powder or whole and green leaves of dhania?	Both dry seed of dhania, whether powder or whole and green leaves of dhania will be reported against item 253. Please refer para no. 3.3.5.7.6 for clarifications.
62.	6.7	Q6.7/ 260	-	Where should the consumption of 'Til' be reported?	It will be reported against item 260 (oilseeds.)
63.	6.8	Q6.8/ 271/272	-	A household purchased tea bags of flavoured tea such as cranberry flavoured, etc., which can be prepared using hot water only. Where	The consumption of any kind of tea bags will be recorded against item 271, Section 6.8.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				such kind of consumption be recorded, in item 270 or item 271?	
64.	6.8	Q6.8/ 278	-	Where is consumption of ice-cream made without milk to be recorded?	It will be recorded against item 278 (other beverages), Section 6.8.
65.	6.8	Q6.8/ 278	-	A fruit powder drinks like 'Tang' 'Rasna' was purchased by a household for drink preparation. Where should it be reported?	It may be reported against item 278 (other beverages), Section 6.8 and only value of the item consumed will be recorded here.
66.	7.1	Q7.1/ 280	-	A person invited his friends for lunch at a hotel. Will all the meals consumed by the person and his friends be reported against item 280?	Yes, all the meals consumed by the sample household along with his friends will be reported against item 280.  Also, the number of meals consumed by his friends will be accounted in Section 4.1, Q4.1.5 on 'no. of meals served to non-household members'.
67.	7.1	Q7.1/ 280, Section 4.1, Q4.1.5	5,6	A daughter purchased cooked meals for her parents, who are members of different household. In which household is this expenditure to be accounted?	It will be recorded against daughter's household.  Also, the number of meals consumed by his parents and family will be accounted in Section 4.1, Q4.1.5 on 'no. of meals served to non-household members'.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
68.	7.1	Q7.1/ 280-282	-	Where will the cooked meals received free from temples as Anna dana and from a marriage ceremony feast at a public hall be shown?	<p>Cooked meals received from temples will be recorded under item 282, Section 7.1.</p> <p>The meals received from marriage ceremony will not be recorded in the sample household as the meals are received from other households.</p>
69.	7.2	Q7.2/ 012	-	Whether processed cereals such as cornflakes, ragi flakes, muesli made from cereals and used as breakfast meals be recorded in the Section 5.1 or in Section 7.2?	All the processed food used as breakfast such as cornflakes, ragi flakes, muesli, oats, granola, etc. will be recorded against item 012, Section 7.2.
70.	7.2	Q7.2/ 012	-	A household has a child of age 5 months and for the consumption of a child, milk powder such as Similac, Lactogen, Cerelac, Nan was purchased by the household. Whether this consumption be recorded against item 162 (milk: condensed/ powder), Section 6.1?	All baby food items for which the principal constituent is milk or not will be recorded against item 161, Section 7.2.
71.	7.2	Q7.2/ 293, 296	-	Where to record the consumption of popcorn and sweet corn?	Popcorn will be recorded against item 293, and sweet corn will be recorded against item 296 (other packaged processed

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
					food), Section 7.2.
72.	7.2	Q7.2/ 014	-	What kind of health supplements is to be recorded against item 014?	Protein powder, probiotic tablets & drinks, chawanprash, giloy syrup/tablets, amla gummies, granules, etc., will come under health supplements.
<b>Questionnaire CSQ: Consumables &amp; Services</b>					
73.	4.2	Q4.2.1	-	A household knows that the subsidy on LPG gas cylinder is provided to them but does not know that whether they got the subsidy during the last 3 months or not. In this situation, what code will be provided in Q4.2.1?	Since, the household does not know that whether they have received the subsidy on LPG cylinder during the last 3 months, code 2 may be reported in Q4.2.1.
74.	4.2	Q4.2.2	-	In some states, electricity is provided free to the household upto certain limit. After that limit the consumption of electricity is chargeable. In this case, what to record in Q4.2.2?	If the household received electricity free or partly free, code 1 will be recorded against Q4.2.2.
75.	4.2	Q4.2.4	-	A member of the household received free textbooks and stationery from another household during the reference period, whether it will be recorded here?	If any member of the household received free textbooks or stationery during the reference period from any organization, institution or individual, it will be recorded against Q4.2.4 and no. of such items received free of

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
					cost will also be recorded.
76.	4.2	Q4.2.7	-	In some states, AYUSHMAN BHARAT scheme or Pradhan Mantri Jan Aarogya Yojana was not launched yet, instead they are providing health benefits through some other state-oriented scheme. In such situation, what code will be recorded in Q4.2.7?	If any member of the household is entitled to receive benefits under any health scheme provided by central or state government, then code 1 will be reported against Q4.2.7.
77.	4.2	Q4.2.10	-	In the present scenario, there are many online learning apps (such as Byju's, Unacademy, Extramarks, etc.) for which annual/quarterly/monthly expenditure for subscription was incurred by the households. In this case, where to record such expenditure.	The payment for subscription to learning apps can be made only through online. Thus, if any household has taken subscription to these apps during the reference period, then Col. (3) serial no. 3, Q4.2.10 may be checked.  Also, the expenditure incurred to get the subscription of the same may be reported against item 406, Section 10.1.
78.	8.1	Q8.1/ 334, 335	-	Kerosene was purchased by a family from the PDS shop at PDS rate, but the family does not possess ration card. Where should it be entered: in item 334 (from PDS) or 335 (from	It should be reported against item 334 (from PDS) with remarks.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				other sources)?	
79.	8.1	Q8.1/ 331	-	How to record free collection of firewood and chips?	Record the quantity in Col.5 and its imputed value at retail market price in Col. 6 and source code '4' in Col.7, if procured only from free collection.
80.	8.1	Q8.1/ 331	5,6	Woodbrought from the forest as a free collection without incurring any expenditure on transportation is used as firewood & chips. Is it to be reported in Columns 5 & 6?	Record the quantity in Col.5 and its imputed value at retail market price in Col. 6 and also record source code '4' in Col.7, if procured only from free collection.
81.	8.1	Q8.1/ 332	-	An unauthorized electric connection was taken from a BPL meter. Will the consumption value of electricity be calculated at subsidized (BPL) rate?	Yes, value will be calculated at subsidized rate.
82.	8.1, 11.3	Q8.1, Q11.3/ 332, 437	-	A cable company is using the electricity from the household for its junction box and the amplifier. In return, the company is providing cable connection free of charge to the household. In such a case, where should the amount of electricity consumed by the cable company be reported and what will be the entry against cable fees?	For simplicity, both the household's own consumption of electricity and the amount consumed by the cable company for the junction box may be reported against item 332, Section 8.1 and item 437, Section 11.3 may be left blank.
83.	8.1	Q8.1/ 332	-	A gas cylinder has been	Actual price of the gas



Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
		338		purchased from the black market. What price is to be quoted?	cylinder purchased will be recorded. A remark should also be provided in this case.
84.	8.1	Q8.1/ 346	-	Will the entry of ghee which is consumed for puja be made in item 164, Section 6.1 (FDQ) or in item 346, Section 8.1?	Entry will be recorded in item 346, Section 8.1 (other fuel). Please refer to para no. 3.4.4.10, Instructions to Field Staff, Vol. I.
85.	9.1	Q9.1/ 016	-	Where to record the expenditure made on disinfectants used to sanitize air, surface, etc.	It will be recorded against item 016, Section 9.1.
86.	9.2	Q9.2/ 468	-	Whether the fresheners used in the cars as air freshener is to be recorded against item 468, Section 9.2?	Yes, it will also be recorded against item 468, Section 9.2.
87.	10.1	-	-	Should the voluntary donation in cash be considered as expenditure or not?	Donations for charity made voluntarily in cash will not come under the purview of consumption expenditure. Please refer para no. 3.4.6.1.2, Instructions to Field Staff, Vol. I for further clarifications.
88.	10.1	-	-	Will the cost of books, journals and other educational items purchased by a student residing in a hostel for his use come in the consumption of the parents' household?	No, such cost will be recorded in the student's household. Please refer to para no. 3.4.6.1.6, Instructions to Field Staff, Vol. I.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
89.	10.1	Q10.1/ 400	-	Should the value of books supplied by the Government free of cost be recorded against this item?	No, it will not be recorded here.
90.	10.1	Q10.1/ 408	-	Where is school bag purchased for educational purpose to be recorded?	It will be recorded against item 408 (other educational expenses).
91.	10.1	Q10.1/ 408	-	A man has taken an education loan for his child's education. He pays a regular interest on this loan. Is this interest to be taken in this section?	No, it will not be recorded.
92.	10.2/10.3	Q10.2, Q10.3/ 410-414 420-424	-	A married daughter visited her aged parents during summer vacation. The daughter incurred all medical expenditures for her father's eye treatment. In which household medical expenditure is to be accounted.	Medical expenditure incurred will be recorded against daughter's household.
93.	10.2	Q10.2/ 410-414	-	If the informant is unable to break-up medical expenses and provide the detail of total expenses, then where to record the details of medical expenses incurred?	Efforts should be made to get the approximate break-up of medical expenses. However, even then if it is not possible to get the break-up of medical expenses, then it will be recorded against that item on which major expenditure was done during the reference

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
					period.
94.	10.2	Q10.2/ 410-414	-	Does expenditure incurred during child birth at hospital come under medical expenditure during last 365 days?	All expenditure incurred for hospitalized childbirth during the reference period of last 365 days will be recorded in the Section 10.2.
95.	10.3	Q10.3/ 424	-	Where to record the CGHS contribution made by Central Govt. employees?	The entire amount may be recorded against item 424, Section 10.3.
96.	11.1	Q11.1	-	Should expenses incurred during the visit to foreign countries be taken into consideration for consumption expenditure?	No, only expenditure incurred on domestic account should be considered. Please refer to para no. 3.4.7.1.11 for further clarifications.
97.	11.1	Q11.1/ 024,	-	Value of meals served during journey by Shatabdi/Rajdhani is not available separately. How should it be recorded against item 280 (FDQ)?	The value of meals served during the journey need not to be separated from the railway fare. The entire amount should be entered against item 024, Section 11.1.
98.	11.1	Q11.1 514	-	Where to record the expenditure made on ride by animal cart?	It will be recorded against item 514.
99.	11.2	Q11.2/ 480	-	Second-hand clothing e.g., used saree, was given to a domestic servant. Should the imputed value of saree be entered against item	Second-hand clothing given to a domestic servant is not to be considered for making entry against item 480.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				480?	
100.	11.2	Q11.2/ 487, 488	-	A household uses landline and mobile phone both for domestic as well as for work purpose. But the landline and the mobile call charges are fully reimbursed by the employer. Is the expenditure incurred for domestic purpose alone to be separated out and reported here?	The expenditure incurred on the services provided by the employers to the employees as a perquisite and are reimbursed by the employer will be recorded in the employee's household. Thus, in this case, the whole reimbursed amount is to be reported against respective items.  For further clarifications, please refer to para no. 3.0.2.12, Instructions to Field Staff, Vol. I.
101.	11.2	Q11.2/ 488, 496	-	A person recharged his mobile phone which also provides internet facility. He used his phone's internet facility for ten days during the reference period. Where will we record this entry?	For simplicity, the entire amount will be reported against item 488 in such cases.
102.	11.2	Q11.2/ 496 497	-	Will the service charges portion paid for booking railway ticket through IRCTC's online services come under item 496 (internet expenses) or in item 497: 'other consumer services'.	Such kind of service charges will be recorded against item 497 (other consumer services).
103.	11.2	Q11.2/	-	Should the excess	The excess payment, if

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
		497		payment/tips made to the supplier of LPG cylinders find place in this section? If yes, in which item?	it is given as tips, should not be recorded. However, if it is paid as service charge then it will be reported against item 497.
104.	11.2	Q11.2/ 497	-	A person booked a railway ticket from his house through the internet facility. Since he/she did not have a printer at his/her house to print the ticket, he/she got it printed outside at a computer services shop using a pen-drive. Where to record the expenses incurred towards getting a printout of the ticket?	Such expenses will be recorded against item 497.
105.	11.2	Q11.2/ 497	-	Will the annual usage service charges paid for using ATM services and additional service charges paid for using other bank's ATM services come under consumption expenditure survey?	Yes, it will be recorded against item 497.
106.	11.2	Q11.2/ 497	-	Entrance ticket has been purchased by the household for temple darshan. Where to record it?	This may be reported in item 497.
107.	11.2	Q11.2/ 497	-	How and where to record the installation charges in respect of solar heater?	Installation charges may be reported against item 497 if installation was done within the reference

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
					period.
108.	11.2, 11.4	Q11.2,497 Q11.4/ 899	-	Generally, it is observed that the flat owners pay monthly maintenance charge which includes taxes also. Where to report this expenditure?	The taxes included in the total maintenance charge may be segregated and reported against item 899, Section 11.4 and the rest of the amount may be reported against 497, Section 11.2. Tax to be paid to the municipality is, normally, not included the maintenance charge which is to be paid to the 'flat owners' association' and it is the responsibility of the individual flat owner (and not the flat owners' association) to pay monthly municipal tax, water charge, etc.
109.	11.2	Q11.2/488		If a household member recharged his/her mobile with 3 months plan before 45 days. Do we have to record this value in proportionate against this item?	Apportioned amount is to be recorded.
110.	11.3	Q11.3/ 028, Q11.2/ 497	-	Should the expenditure incurred for subscription to groceries/food apps such as Bigbasket, Grofers, Zomato, Swiggy etc. be recorded against item 028?	Expenditure incurred for subscription to groceries/food apps will <b>not</b> be recorded against item 028. These expenditures will be made monthly/quarterly/ yearly. If the household has incurred

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
					expenditure on such subscription during the reference period, then it will be recorded against item 497, Section 11.2 (consumer services). If the payment is made annually/quarterly basis, then the amount of last payment on such subscription divided by the number of months for which the payment was made will be taken into account.
111.	11.3	Q11.3/ 438	-	Where should the expenditure incurred on crackers & colours during festivals like Diwali, Holi or others be recorded?	It will be recorded against item 438 (other entertainment), Section 11.3.
112.	11.3	Q11.3/ 437	-	A household incurred expenditure on a set-top box connection and it will also include charges for setting-up the connection and monthly charge of package selected by the household. In this case, what should be entered here against item 437? Whole set up cost spend earlier or only the monthly cost? What about advance payment?	In this situation, monthly charge of the package selected by the household on cable TV should be recorded. The set-up cost of set-top box should also be recorded, if incurred during the reference period; otherwise, it will not be recorded here. Also, advance payment made in the reference period should not be apportioned but recorded in total in item 437.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
<b>Questionnaire DGQ: Durable items</b>					
113.	General	-	-	Will expenses on major repair of any durable goods be included as consumption expenditure?	Yes, all the expenses on major repair of any durable goods will be included as consumption expenditure.
114.	4.3	Q4.3.3, Srl. no. 1	3	Two brothers are staying in the same house but belong to different households. There is only one TV owned by one brother and watched by members of both the households. Cable charges are shared by the two households. How to make entry for the sample household which does not own the TV?	If the selected household does not possess TV and merely shares the expenses on cable charges, entry against Q4.3.3 may not be reported, but the cable TV charges shared may be reported against item 438 (other entertainment), Section 11.3 (CSQ).
115.	13.1	Q13.1	-	Should the consumption of second-hand clothing received as perquisites be considered here?	No. Only second-hand clothing purchased will be considered for recording in this section.
116.	13.1	Q13.1/ 372	3-4	Readymade clothes were purchased for a child aged 1-2 years. Dresses were purchased separately in 2 pieces to make a set. Where to record in Section 13.1?	The items purchased for child aged 1-2 years may be recorded against item 372, Section 13.1.
117.	13.1	Q13.1	-	Should second-hand clothes purchased from market and used be considered as consumption of a household or not?	Yes, it will be considered and recorded against item 375, Section 13.1.



Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
118.	General (Section 14)	-	6	Whether AMCs would be treated as service expenses in column 6. Also, if AMC expenses has been incurred prior to 365 days and is for tenure of 2/3 years whether apportioned value per year is to be reported.	AMC of durable goods is to be recorded against Column 6 of the respective item. Only the expenses incurred for AMC during the period of last 365 days is to be considered for recording.
119.	14.1	Q14.1/ 442	-	Will the expenditure on emergency lamp with torch light be reported against item 442, Section 14.1?	No, it will be reported against item 583, Section 14.5.
120.	14.2	Q14.2/ 602	6, 9	Kindly clarify whether major expenditure incurred by the household towards repair of motor car like overhauling of engine will be accounted in this section.	Yes, it will be reported against item 602, Section 14.2.
121.	14.3	Q14.3/ 036	-	Whether dumbbell (weights), skipping rope used for exercise will be recorded in this section?	Yes, dumbbell (weights) will be recorded against item 036 and skipping rope against item 432, Section 14.3
122.	14.4	Q14.4	-	Where to record medical equipment such as thermometer, pulse oximeter, etc.	It will be recorded against item 611 (other medical equipment), Section 14.4.
123.	14.5	Q14.5/ 582	-	A household member has purchased a new battery for inverter in exchange of old and used battery, at a price lower	Market price of the battery should be recorded against item 582 (inverter), Section 14.5 and the

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
				than the market price. What price will be recorded for the battery and where?	expenditure incurred may be considered as partly in cash and partly in kind.
124.	14.5	Q14.5/ 582	5,9	The cost of the battery has been included in the cost of the inverter. In this case, how to report the cost?	The cost of the battery need not be separated out and not to be shown somewhere else. It may be fully reported in item 582, Section 11.5 since battery is an integral part of inverter, without which it cannot function.
125.	14.5	Q14.5/ 592	-	In which item are the expenses for purchase and repair of wheat flour grinding machine (for household purpose only) to be reported?	It will be reported against item 592 (other cooking & household appliances).
126.	14.5	Q14.5/ 592	-	Where will the expenditure incurred on purchase of solar panel be recorded?	The expenditure on solar panel will be recorded against item 592 (other cooking & household appliances), if purchased for domestic use.
127.	14.6	Q14.6/ 573	-	What type of crockery is to be taken in this item?	All non-metal crockery excluding casseroles and other thermoware.
128.	14.8	Q14.8	-	Whether projectors, if used for domestic purpose be recorded here?	Yes, it will be recorded against item 564.
129.	14.9	Q14.9/ 632	6, 9	What type of repair on residential building and land will be covered by this item?	Any minor repair on the residential building and land should be taken.

Sl. no.	Section	Question/ Item	Column	Query	Reply
(1)	(2)	(3)	(4)	(5)	(6)
130.	14.9	Q14.9/ 633	-	Hand pump/ submersible pump for drinking water is installed in the household dwelling. Are the expenses on this item to be taken or not? If yes, then in which item?	Yes, it is to be recorded against item 633, if installed for domestic use.
131.	14.10	Q14.10/ 640	-	Will purchase of gold coin come under item 640? Gold is purchased during 'Akshaya Thritya' day, which is considered auspicious to purchase gold in the belief that it will bring wealth and prosperity. Such purchases might be in the form of gold coins or statue forms of God/ Goddesses to adorn the <i>puja</i> room. Is gold in the form of an ornament or used as an ornament to be included in this item?	All such expenses are to be recorded against item 640.
132.	14.10	Q14.10/ 640	-	If gold jewellery is purchased by giving gold what expenditure should be entered?	Only the additional cash payment made during the purchase should be recorded. The imputed value of old gold will not be recorded here.

## APPENDIX - I

### LIST OF NSS REGIONS AND THEIR COMPOSITION

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Andaman & Nicobar Islands (35)	351	Andaman & Nicobar Islands	1.	Nicobars	(01)
				2.	North & Middle Andaman	(02)
				3.	South Andaman	(03)
2.	Andhra Pradesh (28)	281	Coastal Northern	4.	Srikakulam	(01)
				5.	Vizianagaram	(02)
				6.	Visakhapatnam	(03)
				7.	East Godavari	(04)
				8.	West Godavari	(05)
3.		282	Coastal Southern	9.	Krishna	(06)
				10.	Guntur	(07)
				11.	Prakasam	(08)
				12.	Sri Potti Sriramulu Nellore	(09)
4.		283	Inland Southern	13.	Y.S.R. (Cuddapah)	(10)
				14.	Kurnool	(11)
				15.	Anantapur	(12)
				16.	Chittoor	(13)
5.	Arunachal Pradesh (12)	121	Arunachal Pradesh	17.	Tawang	(01)
				18.	West Kameng	(02)
				19.	East Kameng	(03)
				20.	Papum Pare	(04)
				21.	Upper Subansiri	(05)
				22.	West Siang	(06)
				23.	East Siang	(07)
				24.	Upper Siang	(08)
				25.	Changlang	(09)
				26.	Tirap	(10)
				27.	Lower Subansiri	(11)
				28.	Kurung Kumey	(12)
				29.	Dibang Valley	(13)
				30.	Lower Dibang Valley	(14)
				31.	Lohit	(15)
				32.	Anjaw	(16)
6.	Assam (18)	181	Plains Eastern	33.	Lakhimpur	(08)
				34.	Dhemaji	(09)
				35.	Tinsukia	(10)
				36.	Dibrugarh	(11)
				37.	Sivasagar	(12)
				38.	Jorhat	(13)
				39.	Golaghat	(14)
				40.	Charaideo	(30)
				41.	Majuli	(33)
7.		182	Plains Western	42.	Kokrajhar	(01)
				43.	Dhubri	(02)
				44.	Goalpara	(03)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				45.	Barpeta	(04)
				46.	Bongaigaon	(20)
				47.	Chirang	(21)
				48.	Kamrup	(22)
				49.	Kamrup Metropolitan	(23)
				50.	Nalbari	(24)
				51.	Baksa	(25)
				52.	South Salmara Mankachar	(31)
8.		183	Cachar Plain	53.	Karbi Anglong	(15)
				54.	Dima Hasao	(16)
				55.	Cachar	(17)
				56.	Karimganj	(18)
				57.	Hailakandi	(19)
				58.	West karbi Anglong	(29)
9.		184	Central Brahmaputra Plains	59.	Morigaon	(05)
				60.	Nagaon	(06)
				61.	Sonitpur	(07)
				62.	Darrang	(26)
				63.	Udalguri	(27)
				64.	Hojai	(28)
				65.	Biswanath	(32)
10.	Bihar (10)	101	Northern	66.	Pashchim Champaran	(01)
				67.	Purba Champaran	(02)
				68.	Sheohar	(03)
				69.	Sitamarhi	(04)
				70.	Madhubani	(05)
				71.	Supaul	(06)
				72.	Araria	(07)
				73.	Kishanganj	(08)
				74.	Purnia	(09)
				75.	Katihar	(10)
				76.	Madhepura	(11)
				77.	Saharsa	(12)
				78.	Darbhanga	(13)
				79.	Muzaffarpur	(14)
				80.	Gopalganj	(15)
				81.	Siwan	(16)
				82.	Saran	(17)
				83.	Vaishali	(18)
				84.	Samastipur	(19)
				85.	Begusarai	(20)
				86.	Khagaria	(21)
11.		102	Central	87.	Bhagalpur	(22)
				88.	Banka	(23)
				89.	Munger	(24)
				90.	Lakhisarai	(25)
				91.	Sheikhpura	(26)
				92.	Nalanda	(27)
				93.	Patna	(28)
				94.	Bhojpur	(29)
				95.	Buxar	(30)
				96.	Kaimur (Bhabua)	(31)
				97.	Rohtas	(32)
				98.	Aurangabad	(33)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				99.	Gaya	(34)
				100.	Nawada	(35)
				101.	Jamui	(36)
				102.	Jehanabad	(37)
				103.	Arwal	(38)
12.	Chandigarh (04)	041	Chandigarh	104.	Chandigarh	(01)
13.	Chhattisgarh (22)	221	Northern Chhattisgarh	105.	Koriya	(01)
				106.	Surguja	(02)
				107.	Surajpur	(26)
				108.	Balrampur	(27)
14.		222	Mahanadi Basin	109.	Jashpur	(03)
				110.	Raigarh	(04)
				111.	Korba	(05)
				112.	Janjgir-Champa	(06)
				113.	Bilaspur	(07)
				114.	Kabeerdham	(08)
				115.	Rajnandgaon	(09)
				116.	Durg	(10)
				117.	Raipur	(11)
				118.	Mahasamund	(12)
				119.	Dhamtari	(13)
				120.	Balodabazar	(19)
				121.	Gariyaband	(20)
				122.	Bemetara	(23)
				123.	Balod	(24)
				124.	Mungeli	(25)
15.		223	Southern Chhattisgarh	125.	Uttar Bastar Kanker	(14)
				126.	Bastar	(15)
				127.	Narayanpur	(16)
				128.	Dakshin Bastar Dantewada	(17)
				129.	Bijapur	(18)
				130.	Kondagaon	(21)
				131.	Sukama	(22)
16.	Dadra & Nagar Haveli and Daman and Diu (25)	251	Dadra & Nagar Haveli and Daman and Diu	132.	Diu	(01)
				133.	Daman	(02)
				134.	Dadra & Nagar Haveli	(03)
17.	Delhi (07)	071	Delhi	135.	North West	(01)
				136.	North	(02)
				137.	North East	(03)
				138.	East	(04)
				139.	New Delhi	(05)
				140.	Central	(06)
				141.	West	(07)
				142.	South West	(08)
				143.	South	(09)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
18.	Goa (30)	301	Goa	144.	North Goa	(01)
				145.	South Goa	(02)
19.	Gujarat (24)	241	South Eastern	146.	Panch Mahals	(17)
				147.	Dohad	(18)
				148.	Vadodara	(19)
				149.	Narmada	(20)
				150.	Bharuch	(21)
				151.	The Dangs	(22)
				152.	Navsari	(23)
				153.	Valsad	(24)
				154.	Surat	(25)
				155.	Tapi	(26)
				156.	Chhota Udepur	(29)
				157.	Mahisagar	(32)
20.		242	Plains Northern	158.	Mahesana	(04)
				159.	Sabar Kantha	(05)
				160.	Gandhinagar	(06)
				161.	Ahmadabad	(07)
				162.	Anand	(15)
				163.	Kheda	(16)
				164.	Arvali	(27)
21.		243	Dry areas	165.	Banas Kantha	(02)
				166.	Patan	(03)
22.		244	Kachchh	167.	Kachchh	(01)
23.		245	Saurashtra	168.	Surendranagar	(08)
				169.	Rajkot	(09)
				170.	Jamnagar	(10)
				171.	Porbandar	(11)
				172.	Junagadh	(12)
				173.	Amreli	(13)
				174.	Bhavnagar	(14)
				175.	Botad	(28)
				176.	Dev Bhumi-Dwarka	(30)
				177.	Gir Somnath	(31)
				178.	Morbi	(33)
24.	Haryana (06)	061	Eastern	179.	Panchkula	(01)
				180.	Ambala	(02)
				181.	Yamunanagar	(03)
				182.	Kurukshetra	(04)
				183.	Kaithal	(05)
				184.	Karnal	(06)
				185.	Panipat	(07)
				186.	Sonapat	(08)
				187.	Rohtak	(14)
				188.	Jhajjar	(15)
				189.	Gurgaon	(18)
				190.	Mewat	(19)
				191.	Faridabad	(20)
				192.	Palwal	(21)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
25.		062	Western	193.	Jind	(09)
				194.	Fatehabad	(10)
				195.	Sirsa	(11)
				196.	Hisar	(12)
				197.	Bhiwani	(13)
				198.	Mahendragarh	(16)
				199.	Rewari	(17)
26.	Himachal Pradesh (02)	021	Central	200.	Kangra	(02)
				201.	Kullu	(04)
				202.	Mandi	(05)
				203.	Hamirpur	(06)
				204.	Una	(07)
27.		022	Trans Himalayan & Southern	205.	Chamba	(01)
				206.	Lahul & Spiti	(03)
				207.	Bilaspur	(08)
				208.	Solan	(09)
				209.	Sirmaur	(10)
				210.	Shimla	(11)
				211.	Kinnaur	(12)
28.	Jammu & Kashmir (01)	011	Mountainous	212.	Kathua	(07)
				213.	Jammu	(21)
				214.	Samba	(22)
29.		012	Outer Hills	215.	Punch	(05)
				216.	Rajouri	(06)
				217.	Doda	(16)
				218.	Ramban	(17)
				219.	Kishtwar	(18)
				220.	Udhampur	(19)
				221.	Reasi	(20)
30.		013	Jhelam Valley	222.	Kupwara	(01)
				223.	Badgam	(02)
				224.	Baramula	(08)
				225.	Bandipore	(09)
				226.	Srinagar	(10)
				227.	Ganderbal	(11)
				228.	Pulwama	(12)
				229.	Shupiyan	(13)
				230.	Anantnag	(14)
				231.	Kulgam	(15)
31.	Jharkhand (20)	201	Ranchi Plateau	232.	Garhwa	(01)
				233.	Lohardaga	(11)
				234.	Purbi Singhbhum	(12)
				235.	Palamu	(13)
				236.	Latehar	(14)
				237.	Ranchi	(19)
				238.	Khunti	(20)
				239.	Gumla	(21)
				240.	Simdega	(22)
				241.	Pashchimi Singhbhum	(23)
				242.	Saraikela-Kharsawan	(24)



sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
32.		202	Hazaribagh Plateau	243.	Chatra	(02)
				244.	Kodarma	(03)
				245.	Giridih	(04)
				246.	Deoghar	(05)
				247.	Godda	(06)
				248.	Sahibganj	(07)
				249.	Pakur	(08)
				250.	Dhanbad	(09)
				251.	Bokaro	(10)
				252.	Hazaribagh	(15)
				253.	Ramgarh	(16)
				254.	Dumka	(17)
				255.	Jamtara	(18)
33.	Karnataka (29)	291	Coastal & Ghats	256.	Uttara Kannada	(09)
				257.	Udupi	(15)
				258.	Dakshina Kannada	(21)
34.		292	Inland Eastern	259.	Shimoga	(14)
				260.	Chikmagalur	(16)
				261.	Hassan	(20)
				262.	Kodagu	(22)
35.		293	Inland Southern	263.	Tumkur	(17)
				264.	Bangalore	(18)
				265.	Mandya	(19)
				266.	Mysore	(23)
				267.	Chamarajanagar	(24)
				268.	Kolar	(27)
				269.	Chikkaballapura	(28)
				270.	Bangalore Rural	(29)
				271.	Ramanagara	(30)
36.		294	Inland Northern	272.	Belgaum	(01)
				273.	Bagalkot	(02)
				274.	Bijapur	(03)
				275.	Bidar	(04)
				276.	Raichur	(05)
				277.	Koppal	(06)
				278.	Gadag	(07)
				279.	Dharwad	(08)
				280.	Haveri	(10)
				281.	Bellary	(11)
				282.	Chitradurga	(12)
				283.	Davanagere	(13)
				284.	Gulbarga	(25)
				285.	Yadgir	(26)
37.	Kerala (32)	321	Northern	286.	Kasaragod	(01)
				287.	Kannur	(02)
				288.	Wayanad	(03)
				289.	Kozhikode	(04)
				290.	Malappuram	(05)
				291.	Palakkad	(06)
38.		322	Southern	292.	Thrissur	(07)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				293.	Ernakulam	(08)
				294.	Idukki	(09)
				295.	Kottayam	(10)
				296.	Alappuzha	(11)
				297.	Pathanamthitta	(12)
				298.	Kollam	(13)
				299.	Thiruvananthapuram	(14)
39.	Ladakh (37)	371	Ladakh	300.	Leh	(01)
				301.	Kargil	(02)
40.	Lakshadweep (31)	311	Lakshadweep	302.	Lakshadweep	(01)
41.	Madhya Pradesh (23)	231	Vindhya	303.	Tikamgarh	(07)
				304.	Chhatarpur	(08)
				305.	Panna	(09)
				306.	Satna	(12)
				307.	Rewa	(13)
				308.	Umaria	(14)
				309.	Shahdol	(43)
				310.	Anuppur	(44)
				311.	Sidhi	(45)
				312.	Singrauli	(46)
42.		232	Central	313.	Sagar	(10)
				314.	Damoh	(11)
				315.	Vidisha	(26)
				316.	Bhopal	(27)
				317.	Sehore	(28)
				318.	Raisen	(29)
43.		233	Malwa	319.	Neemuch	(15)
				320.	Mandsaur	(16)
				321.	Ratlam	(17)
				322.	Ujjain	(18)
				323.	Shajapur	(19)
				324.	Dewas	(20)
				325.	Dhar	(21)
				326.	Indore	(22)
				327.	Rajgarh	(25)
				328.	Jhabua	(47)
				329.	Alirajpur	(48)
44.		234	South	330.	Katni	(33)
				331.	Jabalpur	(34)
				332.	Narsimhapur	(35)
				333.	Dindori	(36)
				334.	Mandla	(37)
				335.	Chhindwara	(38)
				336.	Seoni	(39)
				337.	Balaghat	(40)
45.		235	South Western	338.	Khargone (West Nimar)	(23)
				339.	Barwani	(24)
				340.	Betul	(30)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				341.	Harda	(31)
				342.	Hoshangabad	(32)
				343.	Khandwa (East Nimar)	(49)
				344.	Burhanpur	(50)
46.		236	Northern	345.	Sheopur	(01)
				346.	Morena	(02)
				347.	Bhind	(03)
				348.	Gwalior	(04)
				349.	Datia	(05)
				350.	Shivpuri	(06)
				351.	Guna	(41)
				352.	Ashoknagar	(42)
47.	Maharashtra (27)	271	Coastal	353.	Thane	(21)
				354.	Mumbai Suburban	(22)
				355.	Mumbai	(23)
				356.	Raigarh	(24)
				357.	Ratnagiri	(32)
				358.	Sindhudurg	(33)
48.		272	Inland Western	359.	Pune	(25)
				360.	Ahmadnagar	(26)
				361.	Solapur	(30)
				362.	Satara	(31)
				363.	Kolhapur	(34)
				364.	Sangli	(35)
49.		273	Inland Northern	365.	Nandurbar	(01)
				366.	Dhule	(02)
				367.	Jalgaon	(03)
				368.	Nashik	(20)
50.		274	Inland Central	369.	Nanded	(15)
				370.	Hingoli	(16)
				371.	Parbhani	(17)
				372.	Jalna	(18)
				373.	Aurangabad	(19)
				374.	Bid	(27)
				375.	Latur	(28)
				376.	Osmanabad	(29)
51.		275	Inland Eastern	377.	Buldana	(04)
				378.	Akola	(05)
				379.	Washim	(06)
				380.	Amravati	(07)
				381.	Wardha	(08)
				382.	Nagpur	(09)
				383.	Yavatmal	(14)
52.		276	Eastern	384.	Bhandara	(10)
				385.	Gondiya	(11)
				386.	Gadchiroli	(12)
				387.	Chandrapur	(13)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
53.	Manipur (14)	141	Plains	388.	Bishnupur	(04)
				389.	Thoubal	(05)
				390.	Imphal West	(06)
				391.	Imphal East	(07)
54.		142	Hills	392.	Senapati	(01)
				393.	Tamenglong	(02)
				394.	Churachandpur	(03)
				395.	Ukhrul	(08)
				396.	Chandel	(09)
55.	Meghalaya (17)	171	Meghalaya	397.	West Garo Hills	(01)
				398.	East Garo Hills	(02)
				399.	South Garo Hills	(03)
				400.	West Khasi Hills	(04)
				401.	Ribhoi	(05)
				402.	East Khasi Hills	(06)
				403.	Jaintia Hills	(07)
56.	Mizoram (15)	151	Mizoram	404.	Mamit	(01)
				405.	Kolasib	(02)
				406.	Aizwal	(03)
				407.	Champhai	(04)
				408.	Serchhip	(05)
				409.	Lunglei	(06)
				410.	Lawngtlai	(07)
				411.	Saiha	(08)
57.	Nagaland (13)	131	Nagaland	412.	Mon	(01)
				413.	Mokokchung	(02)
				414.	Zunheboto	(03)
				415.	Wokha	(04)
				416.	Dimapur	(05)
				417.	Phek	(06)
				418.	Tuensang	(07)
				419.	Longleng	(08)
				420.	Kiphire	(09)
				421.	Kohima	(10)
				422.	Peren	(11)
58.	Odisha (21)	211	Coastal	423.	Baleshwar	(08)
				424.	Bhadrak	(09)
				425.	Kendrapara	(10)
				426.	Jagatsinghapur	(11)
				427.	Cuttack	(12)
				428.	Jajapur	(13)
				429.	Nayagarh	(16)
				430.	Khordha	(17)
				431.	Puri	(18)
59.		212	Southern	432.	Ganjam	(19)
				433.	Gajapati	(20)
				434.	Kandhamal	(21)
				435.	Baudh	(22)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				436.	Subarnapur	(23)
				437.	Balangir	(24)
				438.	Nuapada	(25)
				439.	Kalahandi	(26)
				440.	Rayagada	(27)
				441.	Nabarangapur	(28)
				442.	Koraput	(29)
				443.	Malkangiri	(30)
60.		213	Northern	444.	Bargarh	(01)
				445.	Jharsuguda	(02)
				446.	Sambalpur	(03)
				447.	Debagarh	(04)
				448.	Sundargarh	(05)
				449.	Kendujhar	(06)
				450.	Mayurbhanj	(07)
				451.	Dhenkanal	(14)
				452.	Anugul	(15)
61.	Puducherry (34)	341	Puducherry	453.	Yanam	(01)
				454.	Puducherry	(02)
				455.	Mahe	(03)
				456.	Karaikal	(04)
62.	Punjab (03)	031	Northern	457.	Gurdaspur	(01)
				458.	Kapurthala	(02)
				459.	Jalandhar	(03)
				460.	Hoshiarpur	(04)
				461.	Shahid Bhagat Singh Nagar	(05)
				462.	Amritsar	(15)
				463.	Tarn Taran	(16)
				464.	Rupnagar	(17)
				465.	Sahibzada Ajit Singh Nagar	(18)
				466.	Pathankot	(21)
63.		032	Southern	467.	Fatehgarh Sahib	(06)
				468.	Ludhiana	(07)
				469.	Moga	(08)
				470.	Firozpur	(09)
				471.	Muktsar	(10)
				472.	Faridkot	(11)
				473.	Bhatinda	(12)
				474.	Mansa	(13)
				475.	Patiala	(14)
				476.	Sangrur	(19)
				477.	Barnala	(20)
				478.	Fazilka	(22)
64.	Rajasthan (08)	081	Western	479.	Bikaner	(03)
				480.	Jodhpur	(15)
				481.	Jaisalmer	(16)
				482.	Barmer	(17)
				483.	Jalor	(18)
				484.	Sirohi	(19)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				485.	Pali	(20)
65.		082	North- Eastern	486.	Alwar	(06)
				487.	Bharatpur	(07)
				488.	Dhaulpur	(08)
				489.	Karauli	(09)
				490.	Sawai Madhopur	(10)
				491.	Dausa	(11)
				492.	Jaipur	(12)
				493.	Ajmer	(21)
				494.	Tonk	(22)
				495.	Bhilwara	(24)
66.		083	Southern	496.	Rajsamand	(25)
				497.	Dungarpur	(26)
				498.	Banswara	(27)
				499.	Udaipur	(32)
67.		084	South- Eastern	500.	Bundi	(23)
				501.	Chittaurgarh	(28)
				502.	Kota	(29)
				503.	Baran	(30)
				504.	Jhalawar	(31)
				505.	Pratapgarh	(33)
68.		085	Northern	506.	Sri Ganganagar	(01)
				507.	Hanumangarh	(02)
				508.	Churu	(04)
				509.	Jhunjhunun	(05)
				510.	Sikar	(13)
				511.	Nagaur	(14)
69.	Sikkim (11)	111	Sikkim	512.	North District	(01)
				513.	West District	(02)
				514.	South District	(03)
				515.	East District	(04)
70.	Tamil Nadu (33)	331	Coastal Northern	516.	Thiruvallur	(01)
				517.	Chennai	(02)
				518.	Kancheepuram	(03)
				519.	Vellore	(04)
				520.	Tiruvannamalai	(05)
				521.	Viluppuram	(06)
				522.	Cuddalore	(16)
71.		332	Coastal	523.	Karur	(12)
				524.	Tiruchirappalli	(13)
				525.	Perambalur	(14)
				526.	Ariyalur	(15)
				527.	Nagapattinam	(17)
				528.	Thiruvarur	(18)
				529.	Thanjavur	(19)
				530.	Pudukkottai	(20)
72.		333	Southern	531.	Dindigul	(11)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				532.	Sivaganga	(21)
				533.	Madurai	(22)
				534.	Theni	(23)
				535.	Virudhunagar	(24)
				536.	Ramanathapuram	(25)
				537.	Thoothukkudi	(26)
				538.	Tirunelveli	(27)
				539.	Kanniyakumari	(28)
73.		334	Inland	540.	Salem	(07)
				541.	Namakkal	(08)
				542.	Erode	(09)
				543.	The Nilgiris	(10)
				544.	Dharmapuri	(29)
				545.	Krishnagiri	(30)
				546.	Coimbatore	(31)
				547.	Tiruppur	(32)
74.	Telangana (36)	361	Inland North Western	548.	Adilabad	(01)
				549.	Komaram Bheem	(02)
				550.	Mancherial	(03)
				551.	Nirmal	(04)
				552.	Nizamabad	(05)
				553.	Kamareddy	(15)
				554.	Sangareddy	(16)
				555.	Medak	(17)
				556.	Siddipet	(18)
				557.	Medchal-Malkajgiri	(21)
				558.	Hyderabad	(22)
				559.	Rangareddy	(23)
				560.	Vikarabad	(24)
				561.	Mahbubnagar	(25)
				562.	Jogulamba	(26)
				563.	Wanaparthy	(27)
				564.	Nagarkurnool	(28)
				565.	Narayanpet	(33)
75.		362	Inland North Eastern	566.	Jagtial	(06)
				567.	Peddapalli	(07)
				568.	Jayashankar	(08)
				569.	Bhadradi	(09)
				570.	Mahabubabad	(10)
				571.	Warangal Rural	(11)
				572.	Warangal Urban	(12)
				573.	Karimnagar	(13)
				574.	Rajanna	(14)
				575.	Jangaon	(19)
				576.	Yadadri	(20)
				577.	Nalgonda	(29)
				578.	Suryapet	(30)
				579.	Khammam	(31)
				580.	Mulugu	(32)
76.	Tripura (16)	161	Tripura	581.	West Tripura	(01)
				582.	South Tripura	(02)
				583.	Dhalai	(03)
				584.	North Tripura	(04)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				585.	Unakoti	(05)
				586.	Khowai	(06)
				587.	Sepahijala	(07)
				588.	Gomati	(08)
77.	Uttarakhand (05)	051	Uttarakhand	589.	Uttarkashi	(01)
				590.	Chamoli	(02)
				591.	Rudraprayag	(03)
				592.	Tehri Garhwal	(04)
				593.	Dehradun	(05)
				594.	Garhwal	(06)
				595.	Pithoragarh	(07)
				596.	Bageshwar	(08)
				597.	Almora	(09)
				598.	Champawat	(10)
				599.	Nainital	(11)
				600.	Udham Singh Nagar	(12)
				601.	Hardwar	(13)
78.	Uttar Pradesh (09)	091	Northern Upper Ganga Plains	602.	Saharanpur	(01)
				603.	Muzaffarnagar	(02)
				604.	Bijnor	(03)
				605.	Moradabad	(04)
				606.	Rampur	(05)
79.		092	Central	607.	Jyotiba Phule Nagar	(06)
				608.	Meerut	(07)
				609.	Baghpat	(08)
				610.	Ghaziabad	(09)
				611.	Gautam Buddha Nagar	(10)
				612.	Sitapur	(23)
				613.	Hardoi	(24)
				614.	Unnao	(25)
				615.	Lucknow	(26)
				616.	Rae Bareli	(27)
				617.	Kanpur Dehat	(32)
				618.	Kanpur Nagar	(33)
				619.	Fatehpur	(41)
				620.	Bara Banki	(45)
80.		093	Eastern	621.	Pratapgarh	(42)
				622.	Kaushambi	(43)
				623.	Allahabad	(44)
				624.	Faizabad	(46)
				625.	Ambedkar Nagar	(47)
				626.	Sultanpur	(48)
				627.	Bahraich	(49)
				628.	Shrawasti	(50)
				629.	Balrampur	(51)
				630.	Gonda	(52)
				631.	Siddharthnagar	(53)
				632.	Basti	(54)
				633.	Sant Kabir Nagar	(55)
				634.	Maharajganj	(56)
				635.	Gorakhpur	(57)



sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
				636.	Kushinagar	(58)
				637.	Deoria	(59)
				638.	Azamgarh	(60)
				639.	Mau	(61)
				640.	Ballia	(62)
				641.	Jaunpur	(63)
				642.	Ghazipur	(64)
				643.	Chandauli	(65)
				644.	Varanasi	(66)
				645.	Sant Ravidas Nagar(Bhadohi)	(67)
				646.	Mirzapur	(68)
				647.	Sonbhadra	(69)
81.		094	Southern	648.	Jalaun	(34)
				649.	Jhansi	(35)
				650.	Lalitpur	(36)
				651.	Hamirpur	(37)
				652.	Mahoba	(38)
				653.	Banda	(39)
				654.	Chitrakoot	(40)
82.		095	Southern Upper Ganga Plains	655.	Bulandshahr	(11)
				656.	Aligarh	(12)
				657.	Mahamaya Nagar	(13)
				658.	Mathura	(14)
				659.	Agra	(15)
				660.	Firozabad	(16)
				661.	Mainpuri	(17)
				662.	Budaun	(18)
				663.	Bareilly	(19)
				664.	Pilibhit	(20)
				665.	Shahjahanpur	(21)
				666.	Kheri	(22)
				667.	Farrukhabad	(28)
				668.	Kannauj	(29)
				669.	Etawah	(30)
				670.	Auraiya	(31)
				671.	Etah	(70)
				672.	Kanshiram Nagar	(71)
83.	West Bengal (19)	191	Himalayan	673.	Darjiling	(01)
				674.	Jalpaiguri	(02)
				675.	Koch Bihar	(03)
				676.	Alipurduar	(20)
				677.	Kalimpong	(21)
84.		192	Eastern Plains	678.	Uttar Dinajpur	(04)
				679.	Dakshin Dinajpur	(05)
				680.	Maldah	(06)
				681.	Murshidabad	(07)
				682.	Birbhum	(08)
				683.	Nadia	(10)
85.		193	Southern Plains	684.	North Twenty Four Parganas	(11)
				685.	Kolkata	(16)
				686.	South Twenty Four Parganas	(17)

sl. no	state/u.t. (code)	NSS region		detailed composition of region		
		code	description	sl. no.	name of district	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)
86.		194	Central Plains	687.	Purba Barddhaman	(09)
				688.	Hugli	(12)
				689.	Haora	(15)
				690.	Paschim Barddhaman	(23)
87.		195	Western Plains	691.	Bankura	(13)
				692.	Puruliya	(14)
				693.	Paschim Medinipur	(18)
				694.	Purba Medinipur	(19)
				695.	Jhargram	(22)

**APPENDIX - II****LIST OF FOD SUB-REGIONS**

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1.	Cuddapah (281)	1.	Cuddapah	2810	1.	Y.S.R. (Cuddapah)	10	Andhra Pradesh
					2.	Chittoor	13	(28)
		2.	Anantapur	2811	3.	Anantapur	12	
		3.	Guntur	2812	4.	Guntur	07	
		4.	Kurnool	2813	5.	Kurnool	11	
		5.	Nellore	2814	6.	Prakasam	08	
					7.	Sri Potti Sriramulu Nellore	09	
2.	Vijayawada (282)	6.	Vijayawada	2820	8.	West Godavari	05	Andhra Pradesh
					9.	Krishna	06	(28)
		7.	Kakinada	2821	10.	East Godavari	04	
					11.	Yanam	01	Puducherry (34)
		8.	Visakhapatnam	2822	12.	Srikakulam	01	Andhra Pradesh
					13.	Vizianagaram	02	(28)
					14.	Visakhapatnam	03	
3.	Guwahati (181)	9.	Guwahati	1810	15.	Kokrajhar	01	Assam
					16.	Dhubri	02	(18)
					17.	Goalpara	03	
					18.	Barpeta	04	
					19.	Bongaigaon	20	
					20.	Chirang	21	
					21.	Kamrup	22	
					22.	Kamrup Metropolitan	23	
					23.	Nalbari	24	
					24.	Baksa	25	
					25.	South Salma Mankachar	31	
		10.	Silchar	1811	26.	Karbi Anglong	15	
					27.	Dima Hasao	16	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					28.	Cachar	17	
					29.	Karimganj	18	
					30.	Hailakandi	19	
					31.	West Karbi anglong	29	
4.	Dibrugarh (182)	11.	Dibrugarh	1820	32.	Tinsukia	10	Assam
					33.	Dibrugarh	11	(18)
		12.	Jorhat	1821	34.	Morigaon	05	
					35.	Nagaon	06	
					36.	Sivasagar	12	
					37.	Jorhat	13	
					38.	Golaghat	14	
					39.	Hojai	28	
					40.	Charaideo	30	
					41.	Majuli	33	
		13.	Tezpur	1822	42.	Sonitpur	07	
					43.	Lakhimpur	08	
					44.	Dhemaji	09	
					45.	Darrang	26	
					46.	Udalguri	27	
					47.	Biswanath	32	
5.	Muzaffarpur (101)	14.	Muzaffarpur	1010	48.	Sheohar	03	Bihar
					49.	Sitamarhi	04	(10)
					50.	Muzaffarpur	14	
					51.	Saran	17	
					52.	Vaishali	18	
		15.	Darbhanga	1011	53.	Madhubani	05	
					54.	Darbhanga	13	
					55.	Samastipur	19	
					56.	Begusarai	20	
		16.	Motihari	1012	57.	Pashchim Champaran	01	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					58.	Purba Champaran	02	
					59.	Gopalganj	15	
					60.	Siwan	16	
		17.	Purnia	1013	61.	Supaul	06	
					62.	Araria	07	
					63.	Kishanganj	08	
					64.	Purnia	09	
					65.	Katihar	10	
					66.	Madhepura	11	
					67.	Saharsa	12	
					68.	Khagaria	21	
6.	Patna (102)	18.	Patna	1020	69.	Nalanda	27	Bihar
					70.	Patna	28	(10)
					71.	Bhojpur	29	
					72.	Buxar	30	
					73.	Kaimur (Bhabua)	31	
					74.	Rohtas	32	
		19.	Bhagalpur	1021	75.	Bhagalpur	22	
					76.	Banka	23	
					77.	Munger	24	
					78.	Lakhisarai	25	
					79.	Sheikhpura	26	
					80.	Jamui	36	
		20.	Gaya	1022	81.	Aurangabad	33	
					82.	Gaya	34	
					83.	Nawada	35	
					84.	Jehanabad	37	
					85.	Arwal	38	
7.	Raipur (221)	21.	Raipur	2210	86.	Raipur	11	Chhattisgarh
					87.	Mahasamund	12	(22)

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					88.	Dhamtari	13	
					89.	Uttar Bastar Kanker	14	
					90.	Bastar	15	
					91.	Narayanpur	16	
					92.	Dakshin Bastar Dantewada	17	
					93.	Bijapur	18	
					94.	Balodabazar	19	
					95.	Gariyaband	20	Chhattisgarh
					96.	Kondagaon	21	(22)
					97.	Sukama	22	
		22.	Ambikapur	2211	98.	Koriya	01	
					99.	Surguja	02	
					100.	Jashpur	03	
					101.	Surajpur	26	
					102.	Balrampur	27	
		23.	Bilaspur	2212	103.	Raigarh	04	
					104.	Korba	05	
					105.	Janjgir-Champa	06	
					106.	Bilaspur	07	
					107.	Mungeli	25	
		24.	Durg	2213	108.	Kabeerdham	08	
					109.	Rajnandgaon	09	
					110.	Durg	10	
					111.	Bemetara	23	
					112.	Balod	24	
8.	Ahmedabad (241)	25.	Ahmedabad	2410	113.	Gandhinagar	06	Gujarat
					114.	Ahmadabad	07	(24)
		26.	Bhavnagar	2411	115.	Amreli	13	
					116.	Bhavnagar	14	
					117.	Botad	28	
					118.	Diu	01	DNH&DND (25)



regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
10.	Panaji (301)	35.	Panaji	3010	149.	North Goa	01	Goa
					150.	South Goa	02	(30)
11.	Chandigarh (061)	36.	Chandigarh	0610	151.	Chandigarh	01	Chandigarh (04)
					152.	Panchkula	01	Haryana
		37.	Ambala	0611	153.	Ambala	02	(06)
					154.	Yamunanagar	03	
					155.	Kurukshetra	04	
					156.	Kaithal	05	
		38.	Hisar	0612	157.	Fatehabad	10	
					158.	Sirsa	11	
					159.	Hisar	12	
					160.	Bhiwani	13	
		39.	Karnal	0613	161.	Karnal	06	
					162.	Panipat	07	
					163.	Sonipat	08	
					164.	Jind	09	
		40.	Rohtak	0614	165.	Rohtak	14	
					166.	Jhajjar	15	
					167.	Mahendragarh	16	
					168.	Rewari	17	
		41.	Faridabad	0615	169.	Gurgaon	18	
					170.	Mewat	19	
					171.	Faridabad	20	
					172.	Palwal	21	
12.	Shimla (021)	42.	Shimla	0210	173.	Solan	09	Himachal Pradesh
					174.	Sirmaur	10	(02)
					175.	Shimla	11	
					176.	Kinnaur	12	
		43.	Hamirpur	0211	177.	Hamirpur	06	
					178.	Una	07	



regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					179.	Bilaspur	08	
		44.	Dharamshala	0212	180.	Chamba	01	
					181.	Kangra	02	
		45.	Mandi	0213	182.	Lahul & Spiti	03	
					183.	Kullu	04	
					184.	Mandi	05	
13.	Jammu (011)	46.	Jammu	0110	185.	Punch	05	Jammu &
					186.	Rajouri	06	Kashmir (01)
					187.	Kathua	07	
					188.	Jammu	21	
					189.	Samba	22	
		47.	Udhampur	0111	190.	Doda	16	
					191.	Ramban	17	
					192.	Kishtwar	18	
					193.	Udhampur	19	
					194.	Reasi	20	
14.	Srinagar (012)	48.	Srinagar	0120	195.	Badgam	02	Jammu &
					196.	Srinagar	10	Kashmir (01)
					197.	Ganderbal	11	
					198.	Leh	01	Ladakh (37)
					199.	Kargil	02	
		49.	Anantnag	0121	200.	Pulwama	12	Jammu &
					201.	Shupiyan	13	Kashmir (01)
					202.	Anantnag	14	
					203.	Kulgam	15	
		50.	Baramula	0122	204.	Kupwara	01	
					205.	Baramula	08	
					206.	Bandipore	09	
15.	Ranchi (201)	51.	Ranchi	2010	207.	Lohardaga	11	Jharkhand

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					208.	Ranchi	19	(20)
					209.	Khunti	20	
					210.	Gumla	21	
					211.	Simdega	22	
		52.	Dumka	2011	212.	Deoghar	05	
					213.	Godda	06	
					214.	Sahibganj	07	
					215.	Pakur	08	
					216.	Dumka	17	
		53.	Hazaribagh	2012	217.	Chatra	02	
					218.	Kodarma	03	
					219.	Hazaribagh	15	
					220.	Ramgarh	16	
		54.	Jamshedpur	2013	221.	Purbi Singhbhum	12	
					222.	Pashchimi Singhbhum	23	
					223.	Saraikela-Kharsawan	24	
		55.	Daltonganj	2014	224.	Garhwa	01	
					225.	Palamu	13	
					226.	Latehar	14	
		56.	Dhanbad	2015	227.	Giridih	04	
					228.	Dhanbad	09	
					229.	Bokaro	10	
					230.	Jamtara	18	
16.	Bangalore (291)	57.	Bangalore	2910	231.	Tumkur	17	Karnataka
					232.	Bangalore	18	(29)
					233.	Kolar	27	
					234.	Chikkaballapura	28	
					235.	Bangalore Rural	29	
					236.	Ramanagara	30	
		58.	Mangalore	2911	237.	Udupi	15	
					238.	Hassan	20	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					239.	Dakshina Kannada	21	
					240.	Kodagu	22	
		59.	Mysore	2912	241.	Mandya	19	
					242.	Mysore	23	
					243.	Chamarajanagar	24	
		60.	Shimoga	2913	244.	Shimoga	14	
					245.	Chikmagalur	16	
17.	Hubli (292)	61.	Hubli	2920	246.	Gadag	07	Karnataka
					247.	Dharwad	08	(29)
					248.	Uttara Kannada	09	
					249.	Haveri	10	
					250.	Davanagere	13	
		62.	Belgaum	2921	251.	Belgaum	01	
					252.	Bagalkot	02	
					253.	Bijapur	03	
		63.	Bellary	2922	254.	Raichur	05	
					255.	Koppal	06	
					256.	Bellary	11	
					257.	Chitradurga	12	
		64.	Gulbarga	2923	258.	Bidar	04	
					259.	Gulbarga	25	
					260.	Yadgir	26	
18.	Kozhikode(321)	65.	Kozhikode	3210	261.	Wayanad	03	Kerala
					262.	Kozhikode	04	(32)
					263.	Malappuram	05	
					264.	Mahe	03	Puducherry (34)
		66.	Kannur	3211	265.	Kasaragod	01	Kerala
					266.	Kannur	02	(32)
		67.	Palakkad	3212	267.	Palakkad	06	
		68.	Thrissur	3213	268.	Thrissur	07	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
19.	Thiruvananthapuram (322)	69.	Thiruvananthapuram	3220	269.	Thiruvananthapuram	14	Kerala (32)
		70.	Kochi	3221	270.	Ernakulam	08	
					271.	Lakshadweep	01	Lakshadweep (31)
		71.	Kollam	3222	272.	Alappuzha	11	Kerala
					273.	Pathanamthitta	12	(32)
					274.	Kollam	13	Kerala
		72.	Kottayam	3223	275.	Idukki	09	(32)
					276.	Kottayam	10	
20.	Bhopal (231)	73.	Bhopal	2310	277.	Vidisha	26	Madhya Pradesh (23)
					278.	Bhopal	27	
					279.	Sehore	28	
					280.	Raisen	29	
					281.	Hoshangabad	32	
		74.	Chhindwara	2311	282.	Betul	30	
					283.	Harda	31	
					284.	Chhindwara	38	
					285.	Balaghat	40	
		75.	Indore	2312	286.	Dhar	21	
					287.	Indore	22	
		76.	Khandwa	2313	288.	Khargone (West Nimar)	23	
					289.	Barwani	24	
					290.	Khandwa (East Nimar)	49	
					291.	Burhanpur	50	
21.	Gwalior (232)	77.	Gwalior	2320	292.	Sheopur	01	Madhya Pradesh (23)
					293.	Morena	02	
					294.	Bhind	03	
					295.	Gwalior	04	
					296.	Datia	05	
		78.	Ratlam	2321	297.	Neemuch	15	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					298.	Mandsaur	16	
					299.	Ratlam	17	
					300.	Jhabua	47	
					301.	Alirajpur	48	
		79.	Shivpuri	2322	302.	Shivpuri	06	
					303.	Tikamgarh	07	
					304.	Chhatarpur	08	
					305.	Guna	41	
					306.	Ashoknagar	42	
		80.	Ujjain	2323	307.	Ujjain	18	
					308.	Shajapur	19	
					309.	Dewas	20	
					310.	Rajgarh	25	
22.	Jabalpur (233)	81.	Jabalpur	2330	311.	Katni	33	Madhya Pradesh
					312.	Jabalpur	34	(23)
					313.	Dindori	36	
					314.	Mandla	37	
		82.	Rewa	2331	315.	Panna	09	
					316.	Satna	12	
					317.	Rewa	13	
					318.	Umaria	14	
					319.	Shahdol	43	Madhya Pradesh
					320.	Anuppur	44	(23)
					321.	Sidhi	45	
					322.	Singrauli	46	
		83.	Sagar	2332	323.	Sagar	10	
					324.	Damoh	11	
					325.	Narsimhapur	35	
					326.	Seoni	39	
23.	Aurangabad (271)	84.	Aurangabad	2710	327.	Jalna	18	Maharashtra

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					328.	Aurangabad	19	(27)
					329.	Bid	27	
		85.	Jalgaon	2711	330.	Nandurbar	01	
					331.	Dhule	02	
					332.	Jalgaon	03	
		86.	Nanded	2712	333.	Nanded	15	
					334.	Hingoli	16	
					335.	Parbhani	17	
					336.	Latur	28	
		87.	Nashik	2713	337.	Nashik	20	
24.	Mumbai (272)	88.	Mumbai	2720	338.	Mumbai Suburban	22	Maharashtra
					339.	Mumbai	23	(27)
		89.	Thane	2721	340.	Thane	21	
					341.	Raigarh	24	
25.	Nagpur (273)	90.	Nagpur	2730	342.	Wardha	08	Maharashtra
					343.	Nagpur	09	(27)
					344.	Bhandara	10	
					345.	Gondiya	11	
					346.	Gadchiroli	12	
					347.	Chandrapur	13	
		91.	Akola	2731	348.	Buldana	04	
					349.	Akola	05	
					350.	Washim	06	
		92.	Amravati	2732	351.	Amravati	07	
					352.	Yavatmal	14	
26.	Pune (274)	93.	Pune	2740	353.	Pune	25	Maharashtra
					354.	Ahmadnagar	26	(27)
					355.	Satara	31	
					356.	Ratnagiri	32	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		94.	Kolhapur	2741	357.	Sindhudurg	33	
					358.	Kolhapur	34	
					359.	Sangli	35	
		95.	Solapur	2742	360.	Osmanabad	29	
					361.	Solapur	30	
27.	Shillong (171)	96.	Shillong	1710	362.	West Khasi Hills	04	Meghalaya
					363.	Ribhoi	05	(17)
					364.	East Khasi Hills	06	
					365.	Jaintia Hills	07	
		97.	Tura	1711	366.	West Garo Hills	01	
					367.	East Garo Hills	02	
					368.	South Garo Hills	03	
		98.	Mizoram	1510	369.	Mamit	01	Mizoram
					370.	Kolasib	02	(15)
					371.	Aizwal	03	
					372.	Champhai	04	
					373.	Serchhip	05	
					374.	Lunglei	06	
					375.	Lawnglai	07	
					376.	saiha	08	
28.	Agartala (161)	99.	Agartala	1712	377.	West Tripura	01	Tripura
					378.	South Tripura	02	(16)
					379.	Dhalai	03	
					380.	North Tripura	04	
					381.	Unakoti	05	
					382.	Khowai	06	
					383.	Sephijala	07	
					384.	Gomati	08	
29.	Kohima (131)	100.	Kohima	1310	385.	Mon	01	Nagaland

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					386.	Mokokchung	02	(13)
					387.	Zunheboto	03	
					388.	Wokha	04	
					389.	Dimapur	05	
					390.	Phek	06	
					391.	Tuensang	07	
					392.	Longleng	08	
					393.	Kiphire	09	
					394.	Kohima	10	
					395.	Peren	11	
30.	Bhubaneswar (211)	101.	Bhubaneswar	2110	396.	Nayagarh	16	Odisha
					397.	Khordha	17	(21)
					398.	Puri	18	
		102.	Baripada	2111	399.	Kendujhar	06	
					400.	Mayurbhanj	07	
					401.	Baleshwar	08	
		103.	Berhampur	2112	402.	Ganjam	19	
					403.	Gajapati	20	
					404.	Kandhamal	21	
					405.	Baudh	22	
		104.	Cuttack	2113	406.	Bhadrak	09	
					407.	Kendrapara	10	
					408.	Jagatsinghapur	11	
					409.	Cuttack	12	
					410.	Jajapur	13	
					411.	Dhenkanal	14	Odisha
					412.	Anugul	15	(21)
31.	Sambalpur (212)	105.	Sambalpur	2120	413.	Bargarh	01	Odisha
					414.	Jharsuguda	02	(21)



regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					415.	Sambalpur	03	
					416.	Debagarh	04	
					417.	Sundargarh	05	
					418.	Subarnapur	23	
					419.	Balangir	24	
		106.	Bhawanipatna	2121	420.	Nuapada	25	
					421.	Kalahandi	26	
					422.	Rayagada	27	
					423.	Nabarangapur	28	
					424.	Koraput	29	
					425.	Malkangiri	30	
32.	Jalandhar (031)	107.	Jalandhar	0310	426.	Kapurthala	02	Punjab
					427.	Jalandhar	03	(03)
					428.	Shahid Bhagat Singh Nagar	05	
					429.	Pathankot	21	
		108.	Amritsar	0311	430.	Gurdaspur	01	
					431.	Amritsar	15	
		109.	Hoshiarpur	0312	432.	Hoshiarpur	04	
					433.	Tarn Taran	16	
33.	Mohali (032)	110.	Mohali	0320	434.	Fatehgarh Sahib	06	Punjab
					435.	Patiala	14	(03)
					436.	Rupnagar	17	
					437.	Sahibzada Ajit Singh Nagar	18	
		111.	Ludhiana	0321	438.	Ludhiana	07	
					439.	Sangrur	19	
					440.	Barnala	20	
		112.	Bhatinda	0322	441.	Muktsar	10	
					442.	Bhatinda	12	
					443.	Mansa	13	
		113.	Faridkot	0323	444.	Moga	08	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					445.	Firozpur	09	
					446.	Faridkot	11	
					447.	Fazilka	22	
34.	Ajmer (081)	114.	Ajmer	0810	448.	Nagaur	14	Rajasthan
					449.	Ajmer	21	(08)
					450.	Bhilwara	24	
		115.	Jodhpur	0811	451.	Jodhpur	15	
					452.	Jaisalmer	16	
					453.	Barmer	17	Rajasthan
					454.	Jalor	18	(08)
					455.	Pali	20	
		116.	Udaipur	0812	456.	Sirohi	19	
					457.	Rajsamand	25	
					458.	Dungarpur	26	
					459.	Banswara	27	
					460.	Chittaurgarh	28	
					461.	Udaipur	32	
					462.	Pratapgarh	33	
35.	Jaipur (082)	117.	Jaipur	0820	463.	Churu	04	Rajasthan
					464.	Jhunjhunun	05	(08)
					465.	Dausa	11	
					466.	Jaipur	12	
					467.	Sikar	13	
					468.	Tonk	22	
		118.	Alwar	0821	469.	Alwar	06	
					470.	Bharatpur	07	
					471.	Dhaulpur	08	
		119.	Sri Ganganagar	0822	472.	Sri Ganganagar	01	
					473.	Hanumangarh	02	
					474.	Bikaner	03	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		120. Kota		0823	475. Karauli		09	
					476. Sawai Madhopur		10	
					477. Bundi		23	
					478. Kota		29	
					479. Baran		30	
					480. Jhalawar		31	
36.	Gangtok (111)	121. Gangtok		1110	481. North District		01	Sikkim
					482. West District		02	(11)
					483. South District		03	
					484. East District		04	
37.	Coimbatore (331)	122. Coimbatore		3310	485. Erode		09	Tamil Nadu
					486. The Nilgiris		10	(33)
					487. Coimbatore		31	
					488. Tiruppur		32	
		123. Dharmapuri		3311	489. Dharmapuri		29	
					490. Krishnagiri		30	
		124. Salem		3312	491. Salem		07	
					492. Namakkal		08	
		125. Tiruchirappalli		3313	493. Karur		12	
					494. Tiruchirappalli		13	
					495. Perambalur		14	
					496. Ariyalur		15	
					497. Pudukkottai		20	
38.	Chennai (332)	126. Chennai		3320	498. Thiruvallur		01	Tamil Nadu
					499. Chennai		02	(33)
					500. Kancheepuram		03	Tamil Nadu
		127. Cuddalore		3321	501. Viluppuram		06	(33)
					502. Cuddalore		16	
		128. Vellore		3322	503. Vellore		04	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					504.	Tiruvannamalai	05	
		129.	Puducherry	3323	505.	Puducherry	02	Puducherry
					506.	Karaikal	04	(34)
39.	Madurai (333)	130.	Madurai	3330	507.	Dindigul	11	Tamil Nadu
					508.	Madurai	22	(33)
					509.	Theni	23	
		131.	Thanjavur	3331	510.	Nagapattinam	17	
					511.	Thiruvarur	18	
					512.	Thanjavur	19	
		132.	Tirunelveli	3332	513.	Thoothukkudi	26	
					514.	Tirunelveli	27	
					515.	Kanniyakumari	28	
		133.	Virudhunagar	3333	516.	Sivaganga	21	
					517.	Virudhunagar	24	
					518.	Ramanathapuram	25	
40.	Hyderabad (361)	134.	Hyderabad	3610	519.	Yadadri	20	Telangana
					520.	Medchal-Malkajgiri	21	(36)
					521.	Hyderabad	22	
					522.	Rangareddy	23	
					523.	Vikarabad	24	
					524.	Mahbubnagar	25	
					525.	Jogulamba	26	
					526.	Wanaparthy	27	
					527.	Nagarkurnool	28	
					528.	Nalgonda	29	
					529.	Suryapet	30	
					530.	Narayanpet	33	
		135.	Karimnagar	3611	531.	Jagtial	06	
					532.	Peddapalli	07	
					533.	Karimnagar	13	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					534.	Rajanna	14	
					535.	Sangareddy	16	
					536.	Medak	17	
					537.	Siddipet	18	
		136.	Nizamabad	3612	538.	Adilabad	01	
					539.	Komaram Bheem	02	
					540.	Mancheria	03	
					541.	Nirmal	04	
					542.	Nizamabad	05	
					543.	Kamareddy	15	
		137.	Warangal	3613	544.	Jayashankar	08	
					545.	Bhadradi	09	
					546.	Mahabubabad	10	
					547.	Warangal Rural	11	Telangana
					548.	Warangal Urban	12	(36)
					549.	Jangaon	19	
					550.	Khammam	31	
					551.	Mulugu	32	
41.	Dehradun (051)	138.	Dehradun	0510	552.	Uttarkashi	01	Uttarakhand
					553.	Chamoli	02	(05)
					554.	Rudraprayag	03	
					555.	Tehri Garhwal	04	
					556.	Dehradun	05	
					557.	Garhwal	06	
					558.	Hardwar	13	
		139.	Almora	0511	559.	Pithoragarh	07	
					560.	Bageshwar	08	
					561.	Almora	09	
					562.	Champawat	10	
					563.	Nainital	11	
					564.	Udham Singh Nagar	12	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
42.	Agra (091)	140.	Agra	0910	565.	Mathura	14	Uttar Pradesh (09)
					566.	Agra	15	
					567.	Firozabad	16	
					568.	Mainpuri	17	
					569.	Farrukhabad	28	
					570.	Kannauj	29	
					571.	Etawah	30	
					572.	Auraiya	31	
		141.	Aligarh	0911	573.	Bulandshahr	11	
					574.	Aligarh	12	
					575.	Mahamaya Nagar	13	
					576.	Etah	70	
					577.	Kanshiram Nagar	71	
		142.	Meerut	0912	578.	Meerut	07	
					579.	Baghpat	08	
					580.	Ghaziabad	09	
					581.	Gautam Buddha Nagar	10	
43.	Allahabad (092)	143.	Allahabad	0920	582.	Pratapgarh	42	Uttar Pradesh (09)
					583.	Kaushambi	43	
					584.	Allahabad	44	
		144.	Azamgarh	0921	585.	Azamgarh	60	
					586.	Mau	61	
					587.	Ballia	62	
					588.	Jaunpur	63	
		145.	Faizabad	0922	589.	Faizabad	46	
					590.	Ambedkar Nagar	47	
					591.	Sultanpur	48	
					592.	Siddharthnagar	53	
					593.	Basti	54	
		146.	Gorakhpur	0923	594.	Sant Kabir Nagar	55	Uttar Pradesh

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					595.	Mahrajganj	56	(09)
					596.	Gorakhpur	57	
					597.	Kushinagar	58	
					598.	Deoria	59	
		147.	Varanasi	0924	599.	Ghazipur	64	
					600.	Chandauli	65	
					601.	Varanasi	66	
					602.	Sant Ravidas Nagar (Bhadohi)	67	
					603.	Mirzapur	68	
					604.	Sonbhadra	69	
44.	Bareilly (093)	148.	Bareilly	0930	605.	Budaun	18	Uttar Pradesh
					606.	Bareilly	19	(09)
					607.	Pilibhit	20	
					608.	Shahjahanpur	21	
		149.	Moradabad	0931	609.	Bijnor	03	
					610.	Moradabad	04	
					611.	Rampur	05	
					612.	Jyotiba Phule Nagar	06	
		150.	Saharanpur	0932	613.	Saharanpur	01	
					614.	Muzaffarnagar	02	
		151.	Sitapur	0933	615.	Kheri	22	
					616.	Sitapur	23	
					617.	Hardoi	24	
45.	Lucknow (094)	152.	Lucknow	0940	618.	Unnao	25	Uttar Pradesh
					619.	Lucknow	26	(09)
					620.	Bara Banki	45	
		153.	Fatehpur	0941	621.	Rae Bareli	27	
					622.	Banda	39	
					623.	Chitrakoot	40	
					624.	Fatehpur	41	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		154. Gonda		0942	625. Bahraich		49	
					626. Shrawasti		50	
					627. Balrampur		51	
					628. Gonda		52	
		155. Jhansi		0943	629. Jalaun		34	
					630. Jhansi		35	
					631. Lalitpur		36	
					632. Hamirpur		37	
					633. Mahoba		38	
		156. Kanpur		0944	634. Kanpur Dehat		32	
					635. Kanpur Nagar		33	
46.	Barddhaman (191)	157. Barddhaman		1910	636. Purba Barddhaman		09	West Bengal
					637. Paschim Barddhaman		23	(19)
		158. Bankura		1911	638. Bankura		13	
					639. Puruliya		14	West Bengal
		159. Chinsura		1912	640. Nadia		10	(19)
					641. Hugli		12	
		160. Medinipur		1913	642. Paschim Medinipur		18	
					643. Purba Medinipur		19	
					644. Jhargram		22	
47.	Kolkata (192)	161. Kolkata		1920	645. North Twenty Four Parganas		11	West Bengal
					646. Kolkata		16	(19)
					647. South Twenty Four Parganas		17	
		162. Howrah		1921	648. Haora		15	
48.	Maldah (193)	163. Maldah		1930	649. Uttar Dinajpur		04	West Bengal
					650. Dakshin Dinajpur		05	(19)
					651. Maldah		06	
		164. Barhampur		1931	652. Murshidabad		07	
					653. Birbhum		08	



regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		165.	Siliguri	1932	654.	Darjiling	01	
					655.	Jalpaiguri	02	
					656.	Koch Bihar	03	
					657.	Alipurduar	20	
					658.	Kalimpong	21	
49.	Port Blair (351)	166.	Port Blair	3510	659.	Nicobars	01	A & N Islands
					660.	North & Middle Andaman	02	(35)
					661.	South Andaman	03	
50.	Delhi (071)	167.	Delhi	0710	662.	North West	01	Delhi
					663.	North	02	(07)
					664.	North East	03	
					665.	East	04	
					666.	New Delhi	05	
					667.	Central	06	
					668.	West	07	
					669.	South West	08	
					670.	South	09	
51.	Itanagar (121)	168.	Itanagar	1210	671.	Tawang	01	Arunachal Pradesh
					672.	West Kameng	02	(12)
					673.	East Kameng	03	
					674.	Papum Pare	04	
					675.	Upper Subansiri	05	
					676.	West Siang	06	
					677.	East Siang	07	
					678.	Upper Siang	08	
					679.	Changlang	09	
					680.	Tirap	10	
					681.	Lower Subansiri	11	
					682.	Kurung Kumey	12	
					683.	Dibang Valley	13	

regional office		sub-regional office			name of district & code			state/u.t. name & code
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					684.	Lower Dibang Valley	14	
					685.	Lohit	15	
					686.	Anjaw	16	
52.	Imphal (141)	169.	Imphal	1410	687.	Senapati	01	Manipur
					688.	Tamenglong	02	(14)
					689.	Churachandpur	03	
					690.	Bishnupur	04	
					691.	Thoubal	05	
					692.	Imphal West	06	
					693.	Imphal East	07	
					694.	Ukhrul	08	
					695.	Chandel	09	