

RURAL	*
URBAN	

**GOVERNMENT OF INDIA
NATIONAL SAMPLE SURVEY OFFICE
SOCIO-ECONOMIC SURVEY
PERIODIC LABOUR FORCE SURVEY
SCHEDULE 10.4: EMPLOYMENT AND UNEMPLOYMENT
(FIRST VISIT)**

[0] descriptive identification of sample household	
1. state/u.t.:	6. house number (as in listing schedule):
2. district:	7. ward /inv. unit:
3.sub-district:	8. block:
4. town/ village:*	9. name of head of household:
5. hamlet name:	10. name of informant:

[1] identification of sample household									
item no.	item	code				item no.	item	code	
1.	srl. no. of sample village/block					12.	FOD sub - region		
2.	schedule number	1	0	4		13.	sample hg/sb number (1/2)		
3.	sector (<i>rural-1, urban -2</i>)					14.	second-stage stratum number		
4.	NSS region					15.	sample household number		
5.	stratum					16.	srl. no. of informant (as in col. 1, block 4)		
6.	sub-stratum (for rural only)					17.	response code		
7.	quarter and year of selection	Q	Y	Y	Y	18.	survey code		
8.	year ^{\$} of survey	Y	Y	Y	Y	19.	reason for substitution of original household (code)		
9.	month of survey (code)					20.	visit no.		1
10.	panel (for urban only)					21.	telephone number	21.1 mobile	
11.	sub-sample							21.2 land line	

Codes for Block 1

item 9: **month of survey:** Jan-01, Feb-02, Mar-03, Apr-04, May-05, Jun-06,
Jul-07, Aug-08, Sep-09, Oct-10, Nov-11, Dec-12.

item 17: **response code:** informant : co-operative and capable-1, co-operative but not capable-2, busy-3, reluctant-4,
others-9.

item 18: **survey code:** household surveyed: original -1, substitute -2, casualty -3.

item 19: **reason for substitution of original household:** informant busy -1, members away from home -2, informant
non-cooperative -3, others -9.

\$: Item 8: The year in which Schedule 10.4 was scheduled to be canvassed in the selected household in a particular visit will be entered in this item.

* tick mark (✓) may be put in the appropriate place.

[2] particulars of field operation													
srl. no.	item	field investigator (FI)						field officer (FO)/superintending officer (SO)					
(1)	(2)	(3)						(4)					
1 (a).	i) name (block letters)												
	ii) code												
	(iii) signature												
1 (b).	i) name (block letters)												
	ii) code												
	(iii) signature												
2.	date(s) of :	DD		MM		YY		DD		MM		YY	
	(i) survey/ inspection												
	(ii) receipt												
	(iii) scrutiny												
	(iv) despatch												
3.	number of additional sheets attached												
4.	total time taken to canvass Schedule 10.4 (in minutes)												
5.	signature												

[7] remarks by field investigator (FI)

[8] comments by supervisory officer(s)

[3] household characteristics		
1.	household size	
2.	household type (code)	
3.	religion (code)	
4.	social group (code)	
5.	household's usual consumer expenditure (Rs.) in a month	

Codes for Block 3

item 2: **household type:**

for rural areas: self-employed in: agriculture-1, non-agriculture -2; regular wage/salary earning-3, casual labour in: agriculture-4, non-agriculture -5; others -9.

for urban areas: self-employed -1, regular wage/salary earning -2, casual labour -3, others -9.

item 3: **religion:** Hinduism -1, Islam -2, Christianity -3, Sikhism -4, Jainism -5, Buddhism -6, Zoroastrianism -7, others -9.

item 4: **social group:** scheduled tribe-1, scheduled caste-2, other backward class-3, others-9.

Codes for Block 4

col. (4): **relation to head:** self-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, servants/employees/other non-relatives-9.

col. (7): **marital status:** never married-1, currently married-2, widowed-3, divorced/separated-4.

col. (8): **educational level - general:**

not literate -01, literate without formal schooling: EGS/ NFEC/ AEC -02, TLC -03, others -04; literate: below primary -05, primary -06, middle -07, secondary -08, higher secondary -10, diploma/certificate course -11, graduate -12, postgraduate and above -13.

col. (9): **educational level - technical:**

no technical education -01,

technical degree in: agriculture -02, engineering/ technology -03, medicine -04, crafts -05, other subjects -06

diploma or certificate (below graduate level) in: agriculture -07, engineering/technology -08, medicine -09, crafts -10, other subjects -11;

diploma or certificate (graduate and above level) in: agriculture -12, engineering/technology -13, medicine -14, crafts -15, other subjects -16.

col. (11): **status of current attendance:**

currently not attending:

never attended: school too far -01, to supplement household income -02, education not considered necessary -03, to attend domestic chores -04, others -05;

ever attended but currently not attending: school too far -11, to supplement household income -12, education not considered necessary -13, to attend domestic chores -14, others -15;

currently attending in: EGS/ NFEC/ AEC -21, TLC -22, pre-primary (nursery/ Kindergarten, etc.) -23, primary (class I to IV/ V) -24, middle -25, secondary-26, higher secondary-27, graduate in: agriculture -28, engineering/ technology -29, medicine -30, other subjects -31; post graduate and above -32, diploma or certificate (below graduate level) in: agriculture -33, engineering/ technology -34, medicine -35, crafts -36, other subjects -37; diploma or certificate (graduate level) in: agriculture -38, engineering/ technology -39, medicine -40, crafts -41, other subjects -42; diploma or certificate in post graduate and above level- 43.

col. (12): **whether received any vocational/technical training:**

yes: received formal vocational/technical training-1; received vocational/technical training other than formal vocational/technical training: hereditary-2, self-learning-3, learning on the job-4, others -5;

did not receive any vocational/technical training -6.

[4] demographic particulars of household members											
srl. no.	name of member	whether a member on the date of re-visit (code) [for revisit only]	relation to head (code)	sex (male-1, female -2, third gender-3)	age (years)	marital status (code)	educational level		for persons with code 05 to 13 in column 8, number of years in formal education	for persons of age 0 to 29 years, status of current attendance in educational institution (code)	for persons of age 12 to 59 years whether received any vocational/ technical training (code)
							general (code)	technical (code)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

[4.1] formal vocational/technical training particulars of household members of age 12 to 59 years (for those with code 1 in column 12 of Block 4)						
srl. no. as in col.1, bl.4	age (yrs.) as in col.6, bl. 4	whether the training was completed during last 365 days (yes-1, no- 2)	field of training (code)	duration of training (code)	type of training (code)	source of funding the training (govt-1, own funding-2, others-9)
(1)	(2)	(3)	(4)	(5)	(6)	(7)

Codes for Block 4.1

col. (4): field of training:

aerospace and aviation-01, agriculture, non-crop based agriculture, food processing - 02, allied manufacturing-gems and jewellery, leather, rubber, furniture and fittings, printing - 03, artisan/craftsman/handicraft/creative arts and cottage based production - 04, automotive - 05, beauty and wellness - 06, chemical engineering, hydrocarbons, chemicals and petrochemicals - 07, civil engineering- construction, plumbing, paints and coatings - 08, electrical, power and electronics - 09, healthcare and life sciences-10, hospitality and tourism - 11, iron and steel, mining, earthmoving and infra building - 12, IT-ITeS -13, logistics - 14, mechanical engineering-capital goods, strategic manufacturing -15, media-journalism, mass communication and entertainment - 16, office and business related work -17, security -18, telecom - 19, textiles and handlooms, apparels - 20, work related to childcare, nutrition, pre-school and crèche -21, other -99.

col. (5): duration of training:

less than 3 months -1, 3 months or more but less than 6 months-2, 6 months or more but less than 12 months-3, 12 months or more but less than 18 months-4, 18 months or more but less than 24 months-5, 24 months or more-6

col. (6): type of training:

on the job-1, other than on the job: part time-2, full time-3

Codes for Block 5.1

col. (3): **status**:

worked in h.h. enterprise (self-employed): *own account worker* -11, *employer*-12, *worked as helper in h.h. enterprise (unpaid family worker)* -21; *worked as regular salaried/ wage employee* -31, *worked as casual wage labour: in public works* -41, *in other types of work* -51; *did not work but was seeking and/or available for work* -81, *attended educational institution* -91, *attended domestic duties only* -92, *attended domestic duties and was also engaged in free collection of goods (vegetables, roots, firewood, cattle feed, etc.), sewing, tailoring, weaving, etc. for household use* -93, *rentiers, pensioners, remittance recipients, etc.* -94, *not able to work due to disability* -95, *others (including begging, prostitution, etc.)* -97.

col. (5): **industry**: 5-digit code as per NIC -2008.

col. (6): **occupation**: 3-digit code as per NCO -2004.

col. (8): **location of workplace**: workplace in rural areas and located in: *own dwelling unit*-10, *structure attached to own dwelling unit*-11, *open area adjacent to own dwelling unit*-12, *detached structure adjacent to own dwelling unit*-13, *own enterprise/unit/office/shop but away from own dwelling*-14, *employer's dwelling unit* -15, *employer's enterprise/unit/office/shop but outside employer's dwelling* -16, *street with fixed location*-17, *construction site*-18, *others* -19; workplace in urban areas and located in: *own dwelling unit*-20, *structure attached to own dwelling unit*-21, *open area adjacent to own dwelling unit*-22, *detached structure adjacent to own dwelling unit* -23, *own enterprise/unit/office/shop but away from own dwelling*-24, *employer's dwelling unit* -25, *employer's enterprise/unit/office/shop but outside employer's dwelling* -26, *street with fixed location*-27, *construction site*-28, *others* -29; *no fixed workplace* -99.

col. (9): **enterprise type**: *proprietary: male* -01, *female* -02; *partnership: with members from same household.* -03, *with members from different household* -04; *Government/local body*-05, *Public Sector Enterprises*-06, *Autonomous Bodies*- 07, *Public/Private limited company*-08, *Co-operative societies*-10, *trust/other non-profit institutions* -11, *employer's households(i.e., private households employing maid servant, watchman, cook, etc.)* -12, *others* -19.

col. (10): **number of workers in the enterprise**: *less than 6*-1, *6 and above but less than 10*-2, *10 and above but less than 20*-3, *20 and above*-4, *not known*-9

col. (11): **type of job contract**: *no written job contract* -1; *written job contract: for 1 year or less* -2, *more than 1 year to 3 years* -3, *more than 3 years* -4.

col. (13): **availability of social security benefits**:

eligible for: only PF/pension (i.e., GPF, CPF, PPF, pension, etc.) -1, *only gratuity* -2, *only health care & maternity benefits* -3, *only PF/pension and gratuity* -4, *only PF/pension and health care & maternity benefits* -5, *only gratuity and health care & maternity benefits* -6, *PF/pension, gratuity, health care & maternity benefits* -7; *not eligible for any of above social security benefits* -8, *not known*-9.

Codes for Block 5.2

col. (3): **status**: codes as in col. 3, block 5.1. (**only codes 11 to 51 are applicable here**).

col. (5): **industry**: 5-digit code as per NIC-2008.

col. (6): **occupation**: 3-digit code as per NCO-2004.

col. (7): **location of workplace**: codes as in col. 8, block 5.1.

col. (8): **enterprise type**: codes as in col. 9, block 5.1.

col. (9): **number of workers in the enterprise**: codes as in col. 10, block 5.1.

col. (10): **type of job contract**: codes as in col. 11, block 5.1.

col. (12): **availability of social security benefits**: codes as in col. 13, block 5.1.

[illegible]

[5.2] usual subsidiary economic activity particulars of household members (i.e., those with code 1 in col. 7, Block 5.1)											
srl. no. as in col.1, bl.5.1	age (yrs.) as in col.2, bl. 5.1	usual subsidiary economic activity				for persons with industry groups 014, 016, 017 and divisions 02- 99 in col. 5					
		status (code)	industry-occupation			location of workplace (code)	enterprise type (code)	number of workers in the enterprise (code)	for codes 31, 41 & 51 in col. 3		
			description	industry (5-digit NIC-2008 code)	occupation (3-digit NCO- 2004 code)				type of job contract (code)	whether eligible for paid leave (yes -1, no -2)	availability of social security benefits (code)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

[6] current weekly activity particulars of the household members during the week ended on :

DD/ MM/YYYY.....

srl. no.	items	details of weekly activity particulars of the persons
(1)	(2)	(3)
1	srl. no. of member (as in col. 1, block 4)	
2.	age (years) (as in col. 6, block 4)	

3. activity status, industry, earnings, hours worked and hours available for additional work

srl. nos. for day of the week	day of the week	srl. no. of activity	status	for 11 – 72 in column 4				for 41, 42, 51 in column 4, wage earnings (received/ receivable) for the work (Rs.)
				industry (2-digit of NIC-2008) for the work activity	hours actually worked (for status codes 11-51)/ hours would have worked (for status codes 61/62/71/72)	total hours actually worked considering all the work performed during the day	if available for additional work, hours available for such work during the day	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
3.1	7 th day	1						
		2						
3.2	6 th day	1						
		2						
3.3	5 th day	1						
		2						
3.4	4 th day	1						
		2						
3.5	3 rd day	1						
		2						
3.6	2 nd day	1						
		2						
3.7	1 st day	1						
		2						
4.	total hours actually worked during the week/hours available for additional work (total of entries in items 3.1 to 3.7)							

current weekly activity particulars

5.	status (code)		
6.	for codes 11-72 in item 5,	industry (2-digit NIC-2008 code)	
7.		occupation (3-digit NCO-2004 code)	
8.		description of the industry-occupation	
9.	for 31, 71 or 72 in item 5, earnings (received/receivable) during the preceding calendar month for regular salaried/wage activity (Rs.)		
10.	if entry 11, 12, 21, 61, 62 in item 5, gross earning during last 30 days from self-employment activity (Rs.)		

Note: In items 9 and 10 information will be recorded in respect of the activity identified by the current weekly status (item 5) corresponding industry (item 6) and occupation (item 7).

Codes for block 6

items 3.1 to 3.7 in column 4/ weekly activity status (item 5):

codes 11, 12, 21, 31, 51 and 91-95, 97 of col. (3), block-5.1 and also the following codes: worked as casual wage labour in public works other than MGNREG works – 41, worked as casual wage labour in MGNREG works – 42, had work in h.h. enterprise but did not work due to: sickness -61, other reasons -62; had regular salaried/wage employment but did not work due to: sickness -71, other reasons - 72; sought work -81, did not seek but was available for work -82, did not work due to temporary sickness (for casual workers only) -98.