



क्षेत्र कर्मचारियों के लिए अनुदेश **Instructions to Field Staff**

खण्ड - I

Volume-I

अभिकल्प, संकल्पनाएँ, परिभाषाएँ एवं प्रक्रियाएँ
Design, Concepts, Definitions and Procedures

समाजार्थिक सर्वेक्षण
SOCIO-ECONOMIC SURVEY

समय के उपयोग का सर्वेक्षण
TIME USE SURVEY

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Chapter One

Introduction: Coverage, Concepts, Design and Definitions

1.0 Introduction

1.0.1 National Sample Survey Office (NSSO) has been conducting socio-economic surveys employing scientific methods since 1950. Time Use Survey (TUS), which will collect data on time dispositions of household members, is an area of survey introduced in response to demands from various stakeholders. TUS will be canvassed for the first time during the period January to December 2019.

1.1 Objective of the survey

1.1.1 **Objective of the Time Use Survey (Schedule 10.6):** The Time Use Survey (TUS) will enable measuring time spent by individuals on different activities. The primary objective of Time Use Survey (TUS) is to measure participation of men, women and other groups of persons in paid and unpaid activities. The survey will be an important source of information on the time spent in unpaid caregiving activities, unpaid volunteer work, unpaid domestic service producing activities of the household members. This will also provide information on time spent on learning, socializing, leisure activities, self-care activities, etc. by the household members.

1.2 Outline of the Survey programme

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 **Schedules of enquiry:** During this round, the following schedules of enquiry will be canvassed:

Schedule 0.0T : list of households

Schedule 10.6 : time use

1.2.3 **Period of survey and work programme:** The survey will commence from 1st January, 2019. The survey period will be of one year duration and will be divided into four sub-rounds of three months' duration each as follows:

sub-round 1 : January – March 2019

sub-round 2 : April – June 2019

sub-round 3 : July – September 2019

sub-round 4 : October – December 2019

In each of these four sub-rounds equal number of FSUs will be allotted for survey with a view to ensure uniform spread of sample FSUs over the entire survey period. Attempt should

be made to survey each of the FSUs during the sub-round to which it is allotted. *Because of the arduous field conditions, this restriction need not be strictly enforced in Andaman and Nicobar Islands, Lakshadweep, Ladakh region (Leh and Kargil districts) of Jammu & Kashmir and rural areas of Arunachal Pradesh and Nagaland.*

1.3 Sample Design

1.3.1 Formation of sub-units (SUs):

1.3.1.1 **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.

1.3.1.2 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.

1.3.1.3 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

1.3.1.4 Special case:

1.3.1.4.1 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, Ladakh region (Leh and Kargil districts) of Jammu and Kashmir and (vi) 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

1.3.1.4.2 For rural parts of Kerala, similar procedure as mentioned in para 1.3.1.3 above will be adopted with the modification that the SUs will be formed within Panchayat Wards instead of villages.

1.3.1.5 **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.

1.3.1.6 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

1.3.2 **Outline of sample design:** A stratified two stage design will be adopted for the Time Use Survey. *The first stage units (FSU) will be villages/UFS blocks/sub-units (SUs) as per the situation.* The second stage units (SSU) will be households in both the sectors.

1.3.3 Sampling Frame for First Stage Units (FSUs):

1.3.3.1 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 1.3.1.4.1) and entire village will be considered as one FSU. All such villages (Panchayat wards for Kerala) will be the First Stage Units (FSUs).

1.3.3.2 In the remaining villages, notional sub-units (SUs) following the procedure as described in para 1.3.1.1 will be formed. Such SUs will be considered as First Stage Units (FSUs).

1.3.3.3 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).

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

1.3.4 Stratification of FSUs:

Rural sector:

- (a) A special stratum, in the *rural areas* only, will be formed **at all-India level** before the strata are formed within each State/UT. This stratum will comprise all the uninhabited villages as per Census 2011.
- (b) All inhabited villages within each NSS State region will constitute a rural stratum.

Urban sector: In urban areas strata will be formed within each NSS State region on the basis of size class of towns as per Census 2011. The tentative stratum numbers and their composition (within each NSS State region) will be as follows:

stratum 1 :	all towns with population less than 50,000
stratum 2 :	all towns with population 50,000 or more but less than 3 lakhs
stratum 3 :	all towns with population 3 lakhs or more but less than 15 lakhs
stratum 4, 5, 6,... :	each city with population 15 lakhs or more

1.3.5 Sub-stratification of FSUs:

1.3.5.1 **Rural sector:** Three groups of villages will be formed within each stratum, except in case of special rural stratum:

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 population. For all the three groups within each strata, ' $r_1/4 > 1$ ', ' $r_2/4 > 1$ ' and ' $r_3/4 > 1$ ' 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 within the respective group.

The sub-strata in Group 1 will always be numbered as 11, 12, 13,..... The numbering of sub-strata in Group 2 will be 21, 22, 23,..... Finally, for Group 3, sub-strata numbers will start from 31.

If number of FSUs in a particular Group is very small, no sub-stratum may be formed in that Group. Further, in those strata where allocations are very small, minimum allocation for Group 1 and Group 2 may be 1 each.

1.3.5.2 Urban sector: Let 'u' be the sample size allocated for an urban stratum. For all strata, if 'u/4' >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.

1.3.6 Total sample size (FSUs): About 10000 FSUs will be surveyed for the Time Use Survey at all-India level.

1.3.7 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 allocation of 16 FSUs to each State/UT.

1.3.8 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 4 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.

1.3.9 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 4 with a minimum sample size of 4.

For special stratum formed at all-India level as mentioned in para 1.3.4(a), 4 FSUs will be allocated.

1.3.10 Allocation to sub-strata: Allocation will be 4 for each sub-stratum in the rural and urban sectors.

1.3.11 Selection of FSUs within a stratum/sub-stratum:

1.3.11.1 From all the sub-strata in both rural and urban sector within each stratum, required number of FSUs will be selected by Simple Random Sampling Without Replacement (SRSWOR) scheme.

1.3.12 Formation of sub-units and listing of households

1.3.12.1 Proper identification of the FSU boundaries: The first task of the field investigators 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. sub-unit). For urban samples, the boundaries of the UFS block may similarly be identified by referring to the map for that UFS block.

1.3.12.2 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.

1.3.12.3 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.

1.3.13 Selection of households: A total number of 14 households will be selected from each FSU and canvassed during 7 days. 2 households will be canvassed on each day of the week. The sample households will be selected by SRSWOR.

1.4 Concepts and Definitions:

1.4.0 Important concepts and definitions used in different schedules 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 usual consumer expenditure (Rs.) in a month: This information is used to classify the households into different MPCE (Monthly Per Capita Consumption Expenditure) classes. Household consumer expenditure (HCE) is the sum total of monetary

values of all goods and services consumed (out of purchase or procured otherwise) by the household on domestic account during a reference period. Procedure for deciding consumption of goods and services by a household is same as that followed in Consumer Expenditure Survey (Schedule 1.0) of NSSO. Household's usual monthly consumer expenditure is the sum total of monetary values of all goods and services consumed by the household on domestic account with a monthly regularity. Unusual expenditures, such as, expenditure on social ceremonies, capitation fee, hospitalization etc. are to be excluded for deriving usual monthly consumer expenditure of the household. However, expenditure on household durable goods is to be included and monthly expenditure on durable goods is to be derived by apportioning the total expenditure made by the household on durable goods during last 365 days.

1.4.5.1 For deriving household's usual monthly consumer expenditure, information on regular monthly expenditure of the household for household purposes out of purchase, home grown and wages in kind, free collection gift etc. is collected along with the information on expenditure of the household for purchase of durable goods during last 365 days. The usual monthly consumer expenditure of the household may be collected as:

A: usual consumer expenditure in a month for household purposes out of purchase

B: imputed value of usual consumption in a month from home grown stock

C: imputed value of usual consumption in a month from wages in kind, free collection, gifts etc.

D: expenditure on purchase of household durables during last 365 days

The sum of $A+B+C+(D/12)$ is to be entered as usual monthly consumer expenditure of the household in whole number of rupees.

1.4.6 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 are those involving the production of primary commodities for own consumption and own account production of fixed assets.

1.4.6.1 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 capturing information on the Current weekly activity particulars of the household members. 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 by NSSO. 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 of NSSO.

1.4.6.2 The term 'economic activity' in the context of collection of information on usual principal status particulars of the household members 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.

1.4.7 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. According to this, a person will be in one or a combination of the following three broad activity statuses during a reference period:

(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' and activity status (ii) with 'unemployment'. During the reference period of last 365 days, by adopting the procedure to determine the broad activity statuses, each person is classified in one of the three broad activity statuses. Persons found

with the broad activity statuses (i), (ii) and (iii), during the reference period, are employed (worker), unemployed and 'not in labour force', respectively.

1.4.7.1 The detailed activity categories for these broad activity statuses are as below:

(i) *working or being engaged in economic activity (employed)*:

- (a) worked in household enterprise (self-employed) as an own-account worker
- (b) worked in household enterprise (self-employed) as an employer
- (c) worked in household enterprise (self-employed) as 'helper'
- (d) worked as regular salaried/wage employee
- (e) worked as casual wage labour in public works
- (f) worked as casual wage labour in other types of works

(ii) *not working but seeking or available for work (unemployed)*

(iii) *not working and also not available for work (not in labour force) :*

- (a) attended educational institution
- (b) attended domestic duties only
- (c) attended domestic duties and was also engaged in free collection of goods, tailoring, weaving, etc., for household use
- (d) pensioners, remittance recipients, etc.
- (e) not able to work due to disability
- (f) others

1.4.8 The various constituents of 'employed', 'unemployed', 'labour force', 'out of labour force' are as 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).

However, if it is found that a student is currently on live register of the Employment Exchange,

the person will normally be categorised as a student. But before categorising him/her as a student, further probes should be made as to whether he/she will give up his/her studies the moment he/she gets a job. If it is found that he/she will leave his studies to take up the job for which he/she has registered, he/she will be considered as 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' for various reasons during the reference period are considered to be 'out of labour force'. The persons under this category are students, those engaged in domestic duties, rentiers, pensioners, recipients of remittances, those living on alms, infirm or disabled persons, too young or too old persons, prostitutes, etc. and casual labourers not working due to sickness.

1.4.9 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.

1.4.10 **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 combined remuneration is given by the revenue from sale of output produced by self-employed persons *minus* the cost of purchased inputs in production.

The self-employed persons may again be 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, and
- (iii) **helpers in household enterprise:** The helpers are a category of self-employed persons mostly family members who keep themselves engaged in their household enterprises, working full or part time and do not receive any regular salary or wages in return for the

work performed. They do not run the household enterprise on their own but assist the related person living in the same household in running the household enterprise.

1.4.10.1 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 of the space 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.

1.4.10.2 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 employer’s 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. 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* at home on order from some particular unit/ contractor/ trader will be treated as ‘home worker’. On the other hand, if she does the work in the employers’ premises, she will be treated as an *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.

1.4.11 **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 **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. The concepts related to ‘*public works*’ are discussed later in this chapter.

1.4.13 Usual principal activity status: The activity status of a person is determined on the basis of the activities pursued by the person during certain specified reference period. The usual principal activity status of a person is determined with a 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. Thus, if a person categorised as engaged in economic activity (working) is found to be pursuing more than one economic activity during the reference period, the appropriate detailed activity status category will relate to the activity in which relatively more time has been spent. Similar approach is adopted for non-economic activities also.

1.4.14 Industry: For every household member who is engaged in economic activity during the reference period of last 365 days preceding the date of survey, information on industry of work will be collected. The sector of the economy viz., agriculture, manufacturing, trade etc., in which a person is found engaged while performing the economic activities is his/her industry of work. For collection of information on industry of activity at 2-digit National Industrial Classification-2008 (NIC-2008) will be used. It is important to note that the Division 98 of NIC-2008 will not be used for the purpose of collection of information on industry of activity.

1.4.15 Public works: 'Public works' are those activities which are sponsored by Government or Local Bodies, and which cover local area development works like construction of roads, dams, bunds, digging of ponds, etc., as relief measures, or as an outcome of employment generation schemes under the poverty alleviation programme such as National Rural Employment Guarantee (NREG) works, Sampoorna Grameen Rozgar Yojana (SGRY), National Food for Work Programme (NFFWP), etc.

The coverage of schemes under 'public works' is restricted to those schemes under poverty alleviation programme, or relief measures through which the Government generates wage employment. It may be noted that the names of these schemes signify the Budget Heads under Plan from which funds are released for carrying out various 'types of works'. The types of works that are generally undertaken through these schemes, are watershed development, drought proofing, land levelling, flood control, laying pipes or cables, sanitation, water harvesting, irrigation canal, development of orchard, road construction, building construction / repair, running crèche, etc.

There may be some schemes sponsored by the Government and in operation, which are conceived as self-employment generation schemes. Some such schemes of the Government are Swarnjayanti Gram Swarozgar Yojana (schemes under erstwhile IRDP merged with this), Rural Employment Generation Programme (REGP), Prime Minister's Rozgar Yojana (PMRY), Valmiki Ambedkar Awas Yojana (VAMBAY), etc. Employment generated through these schemes is not to be considered within the purview of 'public works'.

Sometimes, the Government may undertake various programmes, viz., Accelerated Rural Water Supply Programme (ARWSP), Rural Sanitation Programme (RSP), Drought Prone Areas Programme (DPAP), Desert Development Programme (DDP), Integrated Wastelands Development Programme (IWDP), Pradhan Mantri Gram Sadak Yojana (PMGSY), etc. The main objective of such programmes is on infrastructure development rather than poverty alleviation and generation of employment. Moreover, these programmes are executed as projects through contractors. Employment generated through these programmes, which are executed through contractors, is also kept outside the domain of 'public works'. However, if similar activities relating to rural water supply, rural sanitation, desert development, wastelands development, etc. are undertaken by the State Governments or Local Bodies to provide wage employment and without employing any contractor for its execution, those are to be considered under 'public works'.

1.4.16 Definitions of various types of enterprises:

(i) **Proprietary:** When an individual is the sole owner of an enterprise it is a proprietary enterprise. Own account production of fixed assets for own use, when produced by a single member, will be classified as proprietary enterprise.

(ii) **Partnership:** Partnership is defined as the 'relation between persons who have agreed to share the profits of a business carried on by all or any one of them acting for all'. There may be two or more owners, belonging to the same or different households, on a partnership basis, with or without formal registration (where there is a tacit understanding about the distribution of profit among the so-called partners). Own account production of fixed assets, when produced by two or more members belonging to the same or different households will be classified as partnership enterprises. Thus, own account production of fixed assets by a group of households for community use will be classified as partnership enterprise.

It may be noted that proprietary and partnership enterprises are household enterprises.

(iii) **Government/Local Body:** Government/local body will include Government administrative departments of both the Central and State Governments, local bodies of rural and urban areas and Departmental Enterprises like Indian Railways, Department of Post, etc.

(iv) **Autonomous Bodies:** Autonomous Bodies are mostly set up by an Act of Parliament/Assembly or registered under Societies Registration Act. However, they are

separate from Government Administrative Departments as they enjoy certain degree of autonomy in their day to day functioning. They receive grants from Government in addition to their own resources. Further, these are engaged in non-market production. Some of the autonomous bodies are: All India Institute of Medical Sciences, Indian Institute of Technology, Indian Statistical Institute, Housing Boards, Development Boards, Pollution Control Boards etc.

(v) **Public Limited Company:** A public limited company is defined as a company that is not a private company. As such public companies can have an unlimited number of members and can invite the public to subscribe to its shares and debentures. The minimum number of members required to form a public limited company is seven.

(vi) **Private Limited Company:** Private limited company means a company which by its articles:

- (a) restricts the right to transfer its shares, if any,
- (b) limits the number of its members to two hundred not including-
 - (i) persons who are in the employment of the company, and
 - (ii) persons who, having been formerly in the employment of the company, were members of the company while in that employment and have continued to be members after the employment ceased; and
- (c) prohibits any invitation to the public to subscribe for any share in, or debentures of, the company.

[Where two or more persons hold jointly one or more shares in a company, they shall, for the purpose of this definition, be treated as a single member.]

(vii) **Co-operative Societies:** Co-operative society is one that is formed through the co-operation of a number of persons, recognised as members of the society, to benefit themselves. In the process, the funds are raised by member's contributions/investments and the profits generated out of the society's activities are shared by the members. The government itself in a government agency can also be a member or shareholder of a registered co-operative society but this fact cannot render the society into a public sector enterprise for the purpose of this survey.

(viii) **Trust:** An arrangement through which one set of people, the trustees, are the legal owners of property which is administered in the interest of another set, the beneficiaries. Trusts may be set up to provide support for individuals or families, to provide pensions, to run charities, to liquidate the property of the bankrupts for the benefit of their creditors, or for the safe keeping of securities bought by trusts with their investor's money. The assets, which trusts hold are regulated by law, must be administered in the interests of the beneficiaries, and not for the profit of the trustees.

(ix) **Non-Profit Institutions (NPI):** NPIs are legal or social entities created for the purpose of producing goods and services whose status does not permit them to be a source of income,

profit or other financial gain for the units that establish, control or finance them. In practice, their productive activities are bound to generate either surpluses or deficits but any surpluses they happen to make cannot be appropriated by other institutional units. The articles of association by which they are established are drawn up in such a way that the institutional units which control or manage them are not entitled to a share in any profits or other income which they receive.

(x) **Employer Households (i.e., private households employing maid servant, watchman, cook, etc.):** The households which are employing maid servant, watchmen, cook, private tutor, etc. will be considered notionally as enterprise for the purpose of this survey and will be classified as 'Employer households'.

1.4.17 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.

1.4.17.1 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.

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

1.4.19 Premises of the dwelling unit: For this survey, premises of the dwelling unit is defined as the dwelling unit of the household together with the courtyard, compound, garden, out-house, place of worship, garage, family graveyard, guest house, shop and offices for running household enterprises, tanks, wells, latrines, drains and boundary walls annexed to the dwelling unit which are under the possession of the household (possessed exclusively or possessed with some other households).

Table 1: allocation of sample FSUs in Time Use Survey

State/UT	number of sample FSUs		
	total	rural	urban
(1)	(2)	(3)	(4)
ANDHRA PRADESH	404	248	156
ARUNACHAL PRADESH	104	72	32
ASSAM	304	232	72
BIHAR	660	528	132
CHHATTISGARH	196	124	72
GOA	24	12	12
GUJARAT	440	220	220
HARYANA	196	108	88
HIMACHAL PRADESH	92	68	24
JAMMU & KASHMIR	104	64	40
JHARKHAND	248	156	92
KARNATAKA	492	256	236
KERALA	304	152	152
MADHYA PRADESH	540	340	200
MAHARASHTRA	896	448	448
MANIPUR	192	112	80
MEGHALAYA	116	76	40
MIZORAM	104	52	52
NAGALAND	80	48	32
ODISHA	348	260	88
PUNJAB	228	120	108
RAJASTHAN	524	348	176
SIKKIM	72	48	24
TAMIL NADU	600	300	300
TELANGANA	256	132	124
TRIPURA	192	116	76
UTTAR PRADESH	1196	800	396
UTTARAKHAND	96	60	36
WEST BENGAL	728	428	300
A & N ISLANDS	24	12	12
CHANDIGARH	16	4	12
D & N HAVELI	16	8	8
DAMAN & DIU	16	8	8
DELHI	144	8	136
LAKSHADWEEP	16	8	8
PUDUCHERRY	32	12	20
ALL- INDIA	10000	5988	4012

*Note: Minor changes in allocations may be necessary at the time of actual sample selection work.
4 FSUs will be allocated to special stratum for rural areas at all-India level.*

Chapter Two

Schedule 0.0T: List of Households

2.0.0 Introduction: Schedule 0.0T is meant for listing of all the houses and households residing in the sample first stage unit (FSU). 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 schedule. Concepts and definitions of various items have been given in Chapter One.

2.0.1 Structure of the schedule: The Schedule 0.0T contains the following blocks:

- Block 0: descriptive identification of sample FSU
- Block 1: identification of sample FSU
- Block 2: particulars of field operations
- Block 3: sketch map for sub-units (SU) formation
- Block 4.1: list of hamlets (only for villages with SU formation)
- Block 4.2: list of sub-units (SU) and identification of selected SU
- Block 5: list of households and record of selection of households – Schedule 10.6
- Block 6: particulars of sampling of households
- Block 7: remarks by investigators (JSO/FI)
- Block 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)/Field Investigator (FI), 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 in rural areas: Sub-unit formation will be resorted to in the villages with census 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 sub-units is outlined here.

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 Block 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 Block 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 Block 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 sub-divisions *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 Block 4.2.

2.0.5 Starting point for listing: Having determined the area unit to be surveyed, the JSO/FI 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.

2.0.6 Use of additional sheets of Blocks 4.1, 4.2, 5: Whenever one schedule booklet is not adequate to list all the hamlets and SUs (Blocks 4.1, 4.2) or all the households (Block 5) of the sample FSU, additional sheets containing the relevant block(s) shall be used and tagged firmly to the main schedule.

2.0.7 The procedures to be followed for filling up the various blocks of the Schedule 0.0T are described in the following paragraphs. Before filling in blocks, it is necessary to put tick-marks in the appropriate boxes at left hand and right hand top corners of the first page of the schedule.

Block 0: Descriptive identification of sample FSU

2.0.8 General: This block is meant for recording descriptive identification particulars of the sample FSU. State/UT, district, sub-district/ tehsil/ town name (to be tick-marked appropriately), village name, investigator unit no., block no., sample SU no. are to be copied properly from the sample list in the appropriate places. A dash (-) may be recorded against not applicable items (e.g., item 4 i.e. village name is not applicable for urban sample and items 5 and 6 i.e. investigator unit and block are not applicable for rural sample).

2.1 Block 1: Identification of sample FSU

2.1.0 General: This block is meant for recording the identification particulars of the sample FSU in terms of codes or numbers. The particulars relating to all the items will be recorded in box spaces provided in the block against each item (except for items 2 and 3, the code/number of which is already printed). For multiple cells, the rightmost cell shall be used for recording the digit of the unit place, the next left cell for the tenth place digit and so on. *Items 1, 4 to 10 and 12 shall be copied from the sample list.*

2.1.1 Item 9: frame code: The different types of frames used for selection of FSUs are indicated by 'frame code' available in the sample list. *Entry against item 9 shall be copied from the sample list.* The frame codes to be used are:

Rural: 2011 census – 16

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

2.1.2 Item 10: population of village/ number of households of UFS block: 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) as given in the sample list will be copied here.

2.1.3 Item 11: approximate present population: The JSO/FI 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 Block 7/ 8.**

2.1.4 Item 12: total number of sub-units (SUs) to be formed (D): The total number of sub-units to be formed in the village/UFS block will be given in the sample list and copied as the value of 'D' to be used in Block 4.2.

2.1.5 Item 13: 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.

2.1.6 Item 14: Reason for substitution of original sample (for codes 4 – 7 in item 13): 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 13), the reason for its becoming a casualty will be recorded in terms of code against item 14. The codes are:

Original sample FSU:

not identifiable/ traceable.....	1
not accessible.....	2
restricted area (not permitted to survey)	3
others (specify).....	9

A ‘–’ may be put against this item if the entry against item 13 is 1 or 2 or 3. *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 14. As stated earlier, such cases will be considered as surveyed and will be treated as zero cases.*

2.2 Block 2: Particulars of field operations: The details of field operations will be recorded in this block. In the serial number 1(a) and 1(b), names of the Junior Statistical Officer (JSO)/ Field Investigator (FI)/ Senior Statistical Officer (SSO)/ Field Officer (FO), codes (permanent employee code in case of regular employees and temporary codes, if available, for other staff) and signatures will be recorded. All other items are self-explanatory.

For recording the entry in column (3) and (4) corresponding to serial number 2(i) and (ii), following procedure may be adopted. 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 was done will be recorded. However, the minor part relating to columns (5) to (8) of Block 6 may be ignored.

2.3 Block 3: Sketch map for sub-units (SU) formation

2.3.0 For villages/UFS blocks requiring SU formation, the space provided in the block 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 Block 4.1 will be written down on the map against each hamlet. The SU number given in column (1) of Block 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.

2.4 Block 4.1: List of hamlets (only for villages with SU formation)

2.4.0 This block 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 order.

2.4.1 **Columns (1) to (3):** A running serial number for the hamlets will be given in column (1). Name of the hamlets will be written in column (2). Present population of each hamlet expressed as percentage of the total village population will be given in column (3) in whole numbers. Entries in column (3) should add up to 100.

2.5 Block 4.2: List of sub-units (SU) and identification of selected SU

2.5.0 **General:** This block is meant for recording the details of formation of sub-units and their selection (i.e. with D>1). 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.

2.5.1 **Column (1): serial no. of SU:** The SUs formed will be given a running serial number (starting from 1) in column (1) as per the guidelines given in paragraphs 2.0.3, 2.0.3.1 and 2.0.4. The last serial number in this column will be the value of 'D' which is mentioned in the sample list and copied in item 12, block 1 and against 'D' below the block heading of 4.2.

2.5.2 **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 Block 4.1 constituting each SU are to be recorded in column (2) separated by commas.

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

2.5.4 **Column (4): selected SU:** '1' will be recorded against the selected SU (as given in item 7 of Block 0) in this column. *The selected SU number corresponding to entry '1' in column (4) needs to be encircled in column (1).*

2.6 Block 5: List of households and record of selection of households for Schedule 10.6

2.6.0.1 In this block, various information are to be recorded for selected FSU.

2.6.0.2 Listing of all the houses and households along with collection of a few particulars for identification and details of the selection of sample households for Schedule 10.6 are to be carried out in this block.

2.6.0.3 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) 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/FI) and if required, by revisiting the households during the survey period in the sample FSU. While listing a house the JSO/FI shall find out how many households (including locked households) reside there and list all of them. After this, the JSO/FI 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. The names of any natural grouping of the houses like hamlet, street, mohalla, etc. and date of listing may be written at the top before the listing of houses starts. This will help in checking completeness.

Various columns of Block 5 are described below:

2.6.1 Column (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. If the house is used solely for non-residential purposes or is vacant, the purpose to which it is put will be written across the line, e.g. temple, vacant structure, etc. For family living under a tree or bridge etc. (i.e. without any house), a ‘-’ may be put in this column.

2.6.2 Column (2): household serial number – sampling frame for Schedule 10.6: The household(s) normally residing in the house or in a fixed location (e.g. under a tree/ bridge/ open space etc.) listed in column (1) will be numbered in column (2). All households (including those found temporarily absent) will be given a running serial number in this column starting from 1. In case of persons staying in, say, hostels and forming single member households, each of them will be listed in separate lines giving a household serial number. Continuous serial number starting from 1 will be given in column (2) for the households in the FSU. This column will be left blank for the lines meant for vacant houses, non-residential buildings, etc.

2.6.2.1 The household serial numbers recorded in column (2) will be the sampling serial numbers for Schedule 10.6. The highest household serial number recorded in column (2) will be the value of ‘H’ for this schedule. This value will be recorded against ‘H’ in the space provided in the column heading.

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

2.6.4 Column (4): household size: The size of each household will be recorded in this column. Two small box spaces are provided against this column at the end of each page to record the current page total for this column and the cumulative total for the pages.

2.6.5 Column (5): sample household number for Schedule 10.6: Column (2) will provide the sampling frame of households for this schedule. A total of 14 households are to be selected for Schedule 10.6 as discussed in Chapter One. Out of these 14 households selected, 2 households will be canvassed on each of the seven days of a week. The final number of sample households selected will be the value of 'h' and recorded against 'h' in the space provided in the column heading.

2.6.5.1 Sample households are to be selected by SRSWOR. For selecting the sample households by SRSWOR, the following procedure will be followed: Suppose 'H' denotes the total number of households in the frame [i.e. the highest entry in column (2) of Block 5] and 'h' the number of households to be selected. If $H = h$, all the households will be selected and no random number needs to be drawn. If $H > h$, first draw a random number, say R_1 , between 1 and H. Next, draw another random number, say, R_2 , also between 1 and H. If $R_2 = R_1$, then reject R_2 and draw a fresh R_2 . Continue this way till requisite number of distinct R's [i.e. R_1, R_2, \dots, R_h] have been drawn. Then the households with sampling serial numbers R_1, R_2, \dots, R_h in column (2) will be the selected households and be given sample household numbers as 1, 2, , h in column (5). Encircle the sampling serial numbers in column (2) for the selected households.

2.7 Block 6: particulars of sampling of households:

2.7.0 Particulars of sampling of households will be recorded in this block for selected FSU for different schedules.

2.7.1 Column (2): population: Population as obtained by summing up the page totals of household sizes in column (4) of Block 5 over all the listed households may be recorded in this column against Schedule 10.6 for both rural and urban samples.

2.7.2 Columns (3) – (8): number of households: Total number of households listed in the FSU for Schedule 10.6 will be recorded in the corresponding cells of column (3). Number of selected households will be copied in column (4) from column (5) of Block 5.

Columns (5), (6) and (8) of Block 6 may be filled up on the basis of survey codes given in item 7, Block 1 of Schedule 10.6. The entries in columns (5), (6) & (8) will be the number of filled-in schedules with the survey codes 1, 2 & 3 for respective schedule. Total number households surveyed will be entered in column (7). It may be seen that -

(i) column (7) = column (5) + column (6) and (ii) column (8) = column (4) - column (7).

2.8 Block 7: remarks by investigators (JSO/FI): The Junior Statistical Officer (JSO)/ Field Investigator (FI) may give remarks here on any abnormal situation or entry in the schedule.

2.9 Block 8: comments by supervisory officer(s): The supervising officer inspecting the work relating to this schedule may give comments here.

2.10 Substitution of sample households: If a sample household of the schedule cannot be surveyed due to some reason or the other, it will be substituted by the next non-selected household, i.e. the one which has not already been selected for any other schedule, having higher sampling serial number. The substitute for the one having last sampling serial number will be the one having smallest sampling serial number. If the substituted household becomes a casualty, it will be substituted by another in the same manner. This process will continue till required number of sample households is available in a sample FSU.

It is to be noted that in the case of a substitution of a household, the word “SUBSTITUTED” should be written at the top of the front page of schedule.

2.11 Random numbers: A table of random numbers is supplied to each field officials. The n^{th} column of the table will be consulted, where n is the last two digits of the serial number of the sample FSU. When $n = 00$, it will be taken as 100. The number of digits to be used will be the same as that of the highest number of the range within which the random number is to be selected. However, if random number is required to be drawn between 1 and 10 or between 1 and 100, only one or two digit random numbers may be used, as the cases may be, where random number ‘0’ will stand for ‘10’ and random number ‘00’ for ‘100’.

The random numbers may be used for selection of 14 households for Schedule 10.6. If the particular column of random numbers is exhausted in the process, next column may be used.

2.12 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), DPD, NSSO
 Mahalanobis Bhawan,
 164, Gopal Lal Tagore Road, Kolkata- 700108.
 e-mail address: dpd_tc@yahoo.co.uk
 fax: 033-25771025

A copy of the letter may be given to:

The Deputy Director General (Co-ordination), SDRD, NSSO
Mahalanobis Bhawan,
164, Gopal Lal Tagore Road, Kolkata- 700108.
e-mail address: tc.sdrd-mospi@gov.in
fax: 033-25776439

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 13, Block 1], a blank Schedule 0.0T will be submitted with only Blocks 0, 1, 2, 7 and 8 filled in. The word 'CASUALTY' is to be written at the top of the front page of the schedule in such cases.

All efforts must be made to ensure that at least one FSU is always surveyed from each stratum/ sub-stratum 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 Schedule 0.0T with only Blocks 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 schedule in such cases. However, in Arunachal Pradesh and possibly elsewhere also in the hill tracts of North Eastern States where, for example, jhum cultivation is prevalent, whole village may shift from place to place. In such cases the sample village will be surveyed in the place where it is currently located and not treated as uninhabited if found absent in its original location.

(c) If a 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 Schedule 0.0T has to be submitted for every sample FSU irrespective of whether it is surveyed/ substituted (including uninhabited and zero cases) or a casualty.

2.13 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.

2.13.1 If more than one SU is selected from same village/UFS block ***in same sub-round***, formation of SUs may be done when listing schedule for the first of the sample FSUs of the village/UFS block is filled-in. That is, *Blocks 3, 4.1 and 4.2 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 Blocks 3, 4.1 and 4.2 of the previously filled-in listing schedule.*

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

Chapter Three

Schedule 10.6: Time Use

3.0 Introduction

3.0.1 The Time Use Survey (TUS) will be conducted by NSSO during January – December 2019. It is the first survey of its kind to be conducted by NSSO to collect detailed information on how individuals spend their time on paid activities, unpaid activities, learning, socializing, leisure activities, self-care activities, etc.

3.0.2 Summary Description of the Schedule

Schedule 10.6 (Time Use) consists of 10 blocks. List of the blocks, description of the blocks and coverage of different blocks are given in Table 1.

Table 1: The description of different blocks of Schedule 10.6		
block no.	block description	coverage of different blocks
(1)	(2)	(3)
0	descriptive identification of sample household	all households
1	identification of sample household	all households
2	particulars of field operations	all households
3	demographic particulars of all the household members and usual principal activity particulars of household members of age 6 years and above	all household members (usual principal activity particulars are only for persons of age 6 years and above)
4	household characteristics	all households
5	some particulars relating to time use for each household member of age 6 years and above from 4:00 AM on the day before the date of interview to 4:00 AM on the day of the interview	all household members of age 6 years and above
6	particulars of activities for each household member of age 6 years and above from 4:00 AM on the day before the date of interview to 4:00 AM on the day of the interview	all household members of age 6 years and above
7	remarks by investigator (FI/ JSO)	all households
8	comments by supervisory officer(s)	all households
9	details of remarks in the Schedule	all households

3.0.3 Concepts and definitions: Concepts and definitions for various terms used in this schedule are discussed in Chapter One.

Details of the schedule

3.0.4 Block 0: Descriptive identification of sample household

This block is meant for recording descriptive identification particulars of the sample household and the sample sub-unit (SU) to which the sample household belongs.

- Entries against items 1 to 4 and 6 will be copied from the corresponding entries of Block 0 of Schedule 0.0T. Entry against item 5 will be made on the basis of the entries in items 5 and 6 of Block 0 of Schedule 0.0T.
- Item 4 (i.e. village name in which the sample household belongs) is applicable only for households in rural areas. For households in urban areas, a cross ('×') mark will be recorded against this item.
- Item 5 (i.e. investigator unit number/block number in which the sample household belongs) is applicable only for households in urban areas. For households in rural areas, a cross ('×') mark will be recorded against this item.
- In item 7, the name of the head of the sample household will be copied from column 3 of Block 5 of Schedule 0.0T.
- The entry against item 8 will be the name of the informant, i.e., the person from whom the bulk of the information for Schedule 10.6 is collected.

3.1 Block 1: Identification of sample household

3.1.0 This Block will be used to record the identification particulars of the sample household. The entry against item 2 and 3 are already printed in the schedule.

3.1.1 **Item 1: srl. no. of sample FSU:** Serial number of the sample FSU in which the sample household belongs to will be copied from item 1 of Block 1 of Schedule 0.0T.

3.1.2 **Item 4: sample household number:** This is the same as the order of selection of the sample household and this will be obtained from column 5 of block 5 of Schedule 0.0T.

3.1.3 **Item 5: serial number of informant:** This item will be filled in after canvassing the Schedule in the sample household. Serial number of the person recorded in column 1 of block 3 of Schedule 10.6, from whom bulk of the information for the Schedule is collected will be entered. It is always desirable to collect information from the household member(s). In some rare cases, if it is not possible to collect information from the household member(s), information may be collected from the person(s) who is not a member of the household but can provide bulk of the information in respect of the Schedule for the sample household. In such a case, '99' will be recorded against this item.

3.1.4 Item 6: response code: This item will be filled in at the end of the interview. It is meant to classify the informant according to the degree of his/her co-operation as well as his/her capability to provide the required information. The codes are:

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

3.1.5 Item 7: survey code: The survey codes are as follows:

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

If the originally selected sample household is surveyed, code 1 will be entered against this item. However, if the originally selected household could not be surveyed and a substituted household is surveyed, code 2 will be recorded. 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 recorded. In such cases, only the Blocks 0, 1, 2, 7, 8 and 9 will be filled in and on the top of the front page of the schedule the word 'CASUALTY' will be written and underlined.

3.1.6 Item 8: reason for substitution of original household: In case the originally selected sample household could not be surveyed, the reason for not surveying the original household will be recorded against this item, irrespective of whether or not a substituted household could be surveyed. This item is applicable if the entry against item 7 is either 2 or 3. Otherwise, this item will be left blank.

The codes are as follows:

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

3.2Block 2: Particulars of field operations

3.2.0 The names of the Field Investigator/Junior Statistical Officer (JSO), Field Officer (FO)/ Senior Statistical Officer (SSO), their signatures, dates of survey/ inspection/scrutiny, despatch, etc., will be recorded in this block against the appropriate columns of the relevant items. Person codes of field officials will be recorded against item

1(a)(ii)/ 1(b)(ii). If more than one day is required to canvass the schedule, the first day of survey is to be recorded against column 3 of item 2(i).

3.2.1 Item 3: number of additional sheet(s) attached: If additional sheet(s) of block(s) are used, the number of additional sheets used will be recorded in item 3 of this block. These sheets should be firmly stapled with the Schedule at the appropriate place.

3.2.2 Item 4: total time taken to canvass the schedule by the team of investigators (FI/JSO) (in minutes): Total time taken to canvass schedule 10.6 will be recorded in item 4. If the Schedule is canvassed by a team of investigators, then total time taken to canvass the schedule by the team will be recorded in this item. Entry in item 4 will be made in whole number and in minutes. The time required to canvass the schedule should be the actual time to canvass the schedule and will not include the time needed by the investigator to finalise the schedule.

3.2.3 Item 5: number of investigators (FI/JSO) in the team who canvassed the schedule: If the Schedule is canvassed by a team of investigators, then number of investigators (FI/JSO) in the team who canvassed the schedule will be recorded in item 5. If the Schedule is canvassed by a single investigator, entry in this item will be 1.

3.3 Block 3: demographic particulars of all the household members and usual principal activity particulars of household members of age 6 years and above

3.3.0 In this block, demographic particulars (viz., relation to head, gender, age, and marital status), educational level, etc., will be recorded for all the household members. This block will also be used to record usual principal activity particulars of household members of age 6 years and above.

3.3.1 Column 1: serial number: All the members of the sample household will be listed in this block using a continuous serial number in column 1 starting with 1. 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, dependants, servants, etc.

3.3.2 Column 2: name of member: The names of the household members corresponding to the serial numbers recorded in column 1 will be recorded in column 2.

3.3.3 Column 3: relation to head: The relationship of each member of the household to the head of the household (for the head, the relationship is 'self') will be recorded in this column. The codes are:

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

3.3.4 Column 4: gender (male-1, female-2, transgender-3): The gender code of each member of the household will be recorded in this column. Code 1 will be recorded for male and code 2 for female. For Hijras, Eunuchs, etc., code 3 will be recorded.

3.3.5 Column 5: age (years): The age in completed number of years of all the members of the household listed in this block will be ascertained and recorded in this column. For infants below one year of age, '0' will be entered.

3.3.6 Column 6: marital status: The marital status of each member of the household will be recorded in this column. The codes for recording marital status are as follows:

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

3.3.7 Column 7: highest level of education (code): The highest level of education completed by the member of the household considering all the general/technical/vocational educational level successfully completed by him/her will be recorded here in terms of codes. The codes for the highest level of education completed to be recorded in this column are given below:

educational level	code
not literate	...01
literate:	
<i>below primary</i>	...02
<i>primary</i>	...03
<i>upper primary/middle</i>	...04
<i>secondary</i>	...05
<i>higher secondary</i>	...06
<i>diploma /certificate course (upto secondary)</i>	...07
<i>diploma /certificate course (higher secondary)</i>	...08
<i>diploma /certificate course (graduation and above)</i>	...10
<i>graduate</i>	...11
<i>post graduate and above</i>	...12

3.3.7.1 Some examples are cited here to understand successful completion of a level of education. If a person has studied up to first year B.A. or has failed in the final B.A. examination, the highest level of education completed for that person will be considered as 'higher secondary' for the purpose of entry in this column. Similarly, if a person has studied up to 12th standard but has not appeared for the final examination or has failed in 12th standard examination, the highest level of education completed for that person will be considered as 'secondary'.

3.3.7.2 A person who can both read and write a simple message with understanding in at least one language is to be considered literate. Those who are not able to do so, are to be considered not literate and will be assigned code 01. Those who are literate but has not completed primary level education will be assigned code 02.

3.3.7.3 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. Thus, the persons who have passed Class V will be assigned code 03. Codes 04 to 08 and 10 to 12 are to be assigned to the household members considering the highest level of general/technical/vocational education successfully completed by him/her. Persons who have studied Oriental languages (e.g., Sanskrit, Persian, etc.) through formal education, will be classified appropriately at the equivalent level of education completed. Code 07 will be assigned for them who have completed some diploma or certificate course in general/technical/vocational education, which is equivalent to *up to secondary* level. Code 08 will be assigned for them who have completed diploma/certificate course which is equivalent to *higher secondary* level. Code 10 will be recorded for them who have completed diploma/certificate course which is equivalent to graduation and above level. Code 11 will be assigned for them who have obtained degree in graduation level and code 12 will be assigned for them who have obtained degree in post-graduation level and above.

3.3.8 Column 8 to column 10: Usual principal activity particulars of household members: The usual principal activity particulars of each member of the household of age 6 years and above will be recorded in columns (8) to (10) of this block. The relevant concepts like 'economic activity', 'usual principal activity status', etc., are explained in Chapter One. For persons of age below 6 years, these columns will be left blank

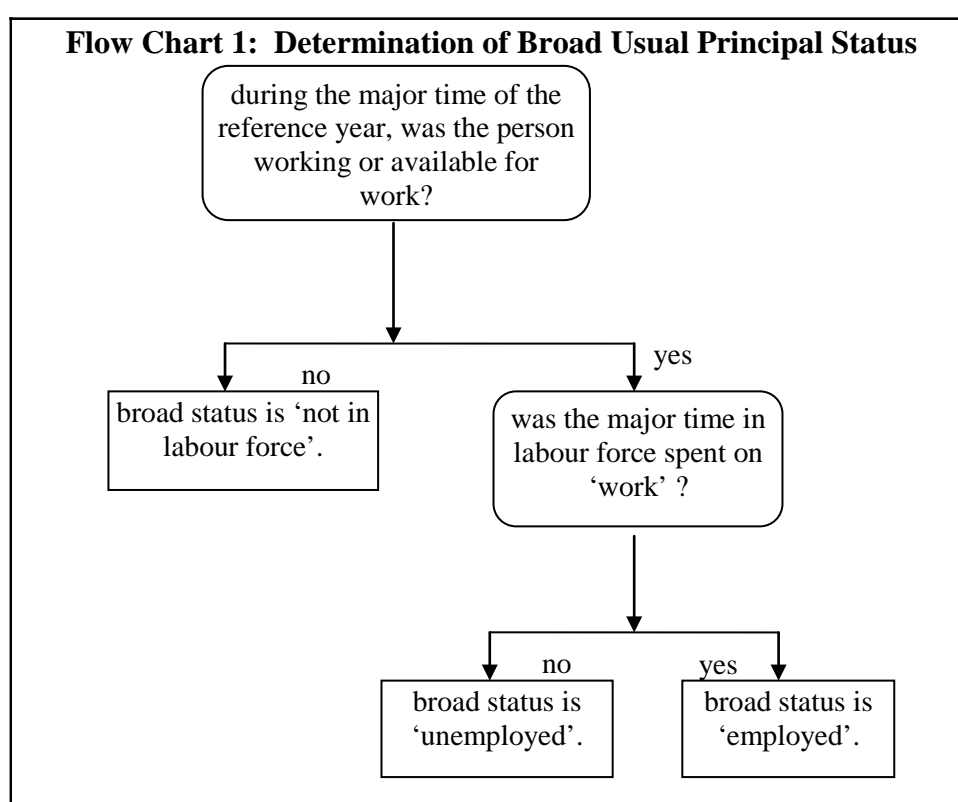
3.3.8.1 Column (8): Status: For each of the member of the household of age 6 years and above, the usual principal activity status will be recorded in this column. In the first instance, the broad usual principal activity of the person will be identified based on the various activities pursued by the person during the reference period of last 365 days adopting a 'relatively long time (or major time)' criterion, not necessarily for a continuous period.

3.3.8.2 Identification of broad usual principal activity status: The broad usual principal activity status will be obtained on the basis of a two stage dichotomous classification depending on the major time spent. Persons will be classified in the first stage into (i) those who are engaged in any economic activity (i.e. employed) and / or available for any economic activity (i.e., unemployed) and (ii) who are not engaged and also not available for any economic activity (i.e., not in labour force). Thus, the persons will be first classified as those in the labour force and those not in the labour force depending on in which status, out of these two, the person spent major part of the year. In the second stage, those who are found in the labour force will be further classified into working (i.e., engaged in economic activity or employed) and seeking and/or available for work (i.e., unemployed) based on the major time spent. Thus, we can obtain the broad usual principal status as one of the three viz. employed, unemployed and out of labour force.

3.3.8.3 The following examples will help in clarifying the procedure for identifying broad usual principal activity status of individual.

person	number of months		not in labour force	usual principal activity status	remarks
	employed	unemployed			
A	5	4	3	<i>employed</i>	
B	4	5	3	<i>unemployed</i>	<i>employed in subsidiary status (SS)</i>
C	4	3	5	<i>employed</i>	
D	4	1	7	<i>not in labour force</i>	<i>employed in SS</i>
E	3	3	6	<i>employed</i>	
F	1	0	11	<i>not in labour force</i>	<i>employed in SS</i>

3.3.8.4 Flow Chart 1 explains the procedure for determining the broad usual principal activity status.



3.3.8.5 Detailed usual principal activity status: With the broad activity status identified for a person, detailed activity categories will be assigned on the basis of relatively long time spent on a detailed activity. For example, suppose person A, in the example given above worked in household enterprises without hiring labour for 3 months and worked as casual labour for 2 months, then his usual principal activity status would be, worked in household enterprise (own account worker).

3.3.8.6 The detailed usual principal status activity codes are as given below:

activity status	code
worked in household enterprise (self-employed) as own account worker	...11
worked in household enterprise (self-employed) as employer	...12
worked as helper in household enterprises (unpaid family worker)	...21
worked as regular salaried/wage employee	...31
worked as casual wage labour : in public works	...41
in other types of work	...51
did not work but was seeking and/or available for work	...81
attended educational institutions	...91
attended domestic duties only	...92
attended domestic duties and was also engaged in free collection of goods (vegetables, roots, firewood, cattle-feed etc) sewing, tailing, 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

Codes 11, 12, 21, 31, 41 & 51 refer to the 'employed', 81 to the 'unemployed' and the remaining viz. 91 to 97 refer to the 'not in labour force'.

Some special cases for determining usual principal activity status are listed below:

(i) It is to be noted that availability for work being more of a status than an activity, a person being available for work may well be engaged in one or more of the activities denoted by codes 91 to 97. In all such cases except those engaged as students (code 91), persons will be categorised as 'unemployed' if he/she reports to be available for work for a relatively long period in spite of his/her being engaged simultaneously in a non-economic activity. But, if a person who was available for work is reported to have attended educational institution more or less regularly for a relatively long period during the preceding 365 days, further probing as to whether he will give up the study if the job is available is to be made before considering him as 'unemployed'.

(ii) Again, it also needs to be emphasised that the procedure to be followed in ascertaining the activity status of a domestic servant who is a member of the employer's household is different from that adopted for other members of the household. Although a domestic servant staying in the employer's household and taking food from the common kitchen is, by definition, a member of the employer's household, he/she is also *engaged in domestic duties in return for wages* in cash and/or kind. Thus, *as a special case, domestic duties pursued by a domestic servant will be considered as an economic activity* and the activity status code as is applicable will be assigned to him/her.

(iii) Carpenters, masons, plumbers, etc., who move from place to place in search of work and carry out the work on a contract basis (not on wage basis) whenever work is available, will be considered as 'own-account worker'. But if such persons are working on a wage basis under a contractor, they will be considered as employee.

3.3.8.7 Column (9) and (10): Columns (9) and (10) will be filled-in for those who are 'working', i.e., those with any one of codes 11, 12, 21, 31, 41, or 51 in column (8). The corresponding 2-digit industry code (NIC-2008) will be recorded in column (10). In case, two or more industry of work corresponding to the status code given in column (8) is reported by a person, the industry will be the one in which relatively long time has been spent during the preceding 365 days by the person.

The description of the industry of work relevant to the type of economic activity pursued by the person in the status recorded in column (8) will be given in recorded in column (9). The description of the industry of work should be recorded in as specific terms as possible based on the description given by the informant. In other words, the description should not be copied from the NIC booklet if the informant's description gives a clearer idea of the industry of activity of the concerned household member.

For recording industry of work of household members in usual principal status, NIC-2008 codes will be used. It is important to note that the Division 98 of NIC-2008 will not be used for the purpose of collection of information on industry of activity. Division 98 of NIC-2008 is for *undifferentiated goods and services producing activities of private households for own use*. As a part of the activities shown under Division 98 (viz. hunting and gathering, farming and the production of shelter) is considered as economic activities in NSS surveys, the industry of these undifferentiated activities will be judged in the usual manner as is done now, i.e., by considering the industry in which major time is spent. Thus, this part of activities will get classified against the respective industries under Sections A or B relating to the primary sector or section F relating to construction and not in Division 98. The rest of Division 98 will not be considered as economic activity for this survey.

3.4 Block 4: Household characteristics

3.4.0 Certain household characteristics, such as, household size, religion, social-group, land possessed, household's usual monthly consumer expenditure, primary source of energy for cooking, primary source of energy for lighting, etc., will be recorded in this block.

3.4.1 Item 1: household size: The size of the sample household, i.e., total number of household members, will be recorded in this item. This household size will be the same as the last serial number recorded in column 1 of Block 3. Definition of household is given in Chapter One.

3.4.2 Item 2: religion: The religion of the household will be recorded against this item in code. If different members of the household claim to belong to different religions, the religion of the head of the household will be considered as the religion of the household. The codes are:

Hinduism	1	Jainism	5
Islam	2	Buddhism	6
Christianity	3	Zoroastrianism	7
Sikhism	4	others	9

3.4.3 Item 3: social group: Whether or not the household belongs to Scheduled Tribe, Scheduled Caste or Other Backward Class will be indicated against this item in terms of the following codes:

scheduled tribe	1
scheduled caste	2
other backward classes ...	3
others	9

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

3.4.4 item 4: land possessed as on date of survey: The area of land possessed by the household as on the date of survey will be recorded against this item in terms of codes. Land possessed by the household is obtained as:

land owned (including land under 'owner like possession') + land leased in – land leased out + land held by the household but neither owned nor leased in (e.g., encroached land).

The area of land possessed by the household as on the date of survey will be worked out in hectares and the relevant code corresponding to the area of land possessed is to be recorded against this item in terms of the following codes:

area in hectare	code	area in hectare	code
less than 0.005.....	01	2.01 – 3.01	07
0.005 - 0.02	02	3.01 - 4.01	08
0.02 - 0.21	03	4.01 - 6.01	10
0.21 - 0.41.....	04	6.01 - 8.01	11
0.41 - 1.01.....	05	greater than or equal to 8.01.....	12
1.01 – 2.01	06		

Note: 1 acre = 0.4047 hectare, 1 hectare=10,000 square metre

The area of land possessed by the household within the country only is to be considered. If the sample household does not possess any land, entry '99' may be made against this item.

3.4.5 Item 5 to item 9: household's usual monthly consumer expenditure (Rs.): This information is collected to classify the households into different MPCE (Monthly Per Capita Consumption Expenditure) classes. Household consumer expenditure (HCE) is the sum total of monetary values of all goods and services consumed (out of purchase or procured otherwise) by the household on domestic account during a reference period. Procedure for deciding consumption of goods and services by a household is same as that followed in Consumer Expenditure Survey (Schedule 1.0) of NSSO. Household's usual monthly consumer expenditure is the sum total of monetary values of all goods and services consumed by the household on domestic account with a monthly regularity. Unusual expenditures, such as expenditure on social ceremonies, capitation fee, hospitalisation etc. are to be excluded for deriving usual monthly consumer expenditure of the household. However, expenditure on household durable goods is to be included and monthly expenditure on durable goods is to be derived by apportioning the total expenditure made by the household on durable goods during last 365 days.

3.4.5.1 For deriving Household's usual monthly consumer expenditure, information on regular monthly expenditure of the household for household purposes out of purchase, home grown and wages in kind, free collection, gift etc. is collected along with the information on expenditure of the household for purchase of durable goods during last 365 days. For this purpose, provision has been made for items 5 to 8 in this block as mentioned below:

item 5: usual consumer expenditure in a month for household purposes out of purchase (A)

item 6: imputed value of usual consumption in a month from home grown stock (B)

item 7: imputed value of usual consumption in a month from wages in kind, free collection, gifts etc. (C)

item 8: expenditure on purchase of household durables **during last 365 days** (D)

Entries in items 5 to 8 are to be recorded in whole number of rupees. If any of the items 5 to 8 is not relevant for the sample household, entry '0' may be recorded in that item.

3.4.5.2 Item 5: usual consumer expenditure in a month for household purposes out of purchase (A): Regular monthly expenditure incurred by the household for purchase of goods and services for household purposes will be reported in item 5. Any expenditure made by the household for purchase of durable goods will not be included here. **However, expenses made on items like clothing, footwear etc., though they are not regular monthly expenses, will be included in item 5. Such expenses, if made during the last 365 days, will be included against item 5 after dividing them by 12.** Cash remittances should not be reported under this item.

3.4.5.3 Item 6: imputed value of usual consumption in a month from home grown stock (B): There are some households, especially in rural areas, who use items of household consumer goods like rice, cereals, pulses, vegetables, milk, firewood & chips, cow dung etc. from home grown stock on a regular basis. For households who use items of household consumer goods from home grown stock on regular basis, the imputed value of such usual consumption in a month at ex farm/ex factory price will be recorded in item 6.

3.4.5.4 Item 7: imputed value of usual consumption in a month from wages in kind, free collection, gifts, etc. (C): There are households who regularly consume goods and services that are received as exchange of goods and services provided by them. For wage salaried employees, such services received could be perquisites like free electricity, free telephone services, free medical services etc. For agricultural labourers, such goods and services received could be food-grains, vegetables, meals etc. as payment for wages in kind. In some cases it may also happen that household regularly consumes goods and services received as gifts or obtained through free collection. For households who regularly consume goods and services received as wages in kind, in exchange of goods provided by them, as gifts or obtained through free collection etc.; the imputed value of such usual consumption in a month at local retail prices will be recorded in item 7.

3.4.5.5 Item 8: expenditure on purchase of household durables during last 365 days (D): Expenditure incurred by the household during the last 365 days for purchase of household durable goods like, bedstead, furniture, vehicles, TV sets, fridge, fans, cooler, AC, mobile phones, computers, kitchen equipment, etc. will be recorded in item 8. Expenditure for construction of household durable goods will not be considered for reporting in this item.

3.4.5.6 Item 9: usual monthly consumer expenditure: household's usual monthly consumer expenditure will be reported in item 9 in whole number of rupees which will be derived from the entries reported in item 5 (viz. A), item 6 (viz. B), item 7 (viz. C) and item 8 (viz. D) by using the following formula:

$$\text{household's usual monthly consumer expenditure} = A + B + C + (D/12)$$

3.4.5.7 Special procedure for tuition fees, hostel room charges and hostel mess charges: For hostel students, such expenses are often paid semester-wise, or quarterly or annually. The following procedure is adopted for such expenses.

- If these expenses are incurred with a monthly periodicity, those will be reported in item 5. But if they are incurred semester-wise, or quarterly or annually, the average expenditure per month is to be calculated and included in item 5.
- Note, however, that in case of hostel students, these expenditures should be accounted in the student's household and not in the 'parent' household. This is because rent and tuition fees regularly paid by a household for a member of another household (usually a hostel student) are covered by the Use Approach.
- For simplicity, the above procedure will be followed for tuition fees paid for non-hostel students as well. That is, if tuition fees are not paid monthly, the monthly average over a year will be included in item 5.

3.4.6 Item 10: primary source of energy used for cooking during last 30 days: In this item, the code corresponding to the primary source of energy that is used by the household for cooking during the last 30 days preceding the date of survey will be recorded. If more than one type of energy is used, the primary source will be decided on the basis of its extent of use and the corresponding code will be recorded in this item. The codes for primary source of energy for cooking are:

firewood and chips.....	01
LPG	02
other natural gas.....	03
dung cake.....	04
kerosene.....	05
coke or coal.....	06
gobar gas.....	07
other biogas	08
charcoal.....	10
electricity (incl. generated by solar or wind power generators)	11
no cooking arrangement	12
others.....	19

3.4.7 Item 11: primary source of energy for lighting during last 30 days preceding the date of survey: In this item, the code corresponding to the primary source of energy that is used by the household for lighting during the last 30 days preceding the date of survey will be recorded. If more than one type of energy is used, the primary source will be decided on the basis of its extent of use and the corresponding code will be recorded in this item. The codes for primary source of energy for lighting are:

electricity including generated by solar or wind power generators	1
kerosene.....	2
other oil.....	3
gas.....	4
candle.....	5
no lighting arrangement.....	6
others.....	9

3.4.8 Item 12: type of washing of clothes considering major source during last 30 days preceding the date of survey: Type of washing of clothes during last 30 days considering the major source will be determined and recorded here in terms of the following codes.

mechanical by household members.....1

manual by household members.....2

by outsourcing.....3

If the household outsourced the activity of washing of clothes, code will be 3. Outsourcing will mean that washing of clothes is not done by the household members but by other persons/enterprises, etc., (for example by washerman, domestic servants). When a domestic servant staying in the employer's household and taking food from the common kitchen is, by definition, a member of the household and he/she washes the clothes of the household, it will also be considered as outsourced. The washing of clothes, if done by members of the household (excluding domestic servants) by using mechanical means (like washing machine), code will be 1 and if washing of clothes is done by any member of the household (excluding domestic servants) by manual means, code will be 2. It may be noted that, if a household uses more than one of these types of washing of clothes, the code will be decided based on majority criteria (i.e., the type used for washing of majority of the clothes).

3.4.9 Item 13: type of sweeping of floor considering major source during last 30 days preceding the date of survey: Type of sweeping of floor during last 30 days considering the major source will be determined and recorded here in terms of the following codes.

mechanical by household members.....	1
manual by household members.....	2
by outsourcing.....	3

If the household outsourced the activity of sweeping of floors, code will be 3. Outsourcing will mean that sweeping of floor is not done by the household members but by other persons/enterprises, etc., (for example by sweepers, domestic servants). When a domestic servant staying in the employer's household and taking food from the common kitchen is, by definition, a member of the employer's household and he/she sweeps the floors of household, it will be considered as outsourced. The sweeping of floor, if done by any member of the household (excluding domestic servants) by using mechanical means (like using vacuum cleaner), code will be 1 and if it is done by manual means, code will be 2. It may be noted that, if a household uses more than one of these types of sweeping of floors, the code will be decided based on majority criteria (i.e., the type used for sweeping major area). If sweeping of the same area is done more than once, the area will be counted as many times as it is swept.

3.4.10 Item 14: type of structure of the dwelling unit: In this item the type of structure of the dwelling unit of the selected household will be recorded.

3.4.10.1 Katcha structure, semi-pucca structure and pucca structure: A katcha structure is one whose walls and roof are made of mud, bamboo, grass, leaves, reeds, thatch or unburnt bricks. A pucca structure is one whose walls and roof are made of burnt bricks, stone, cement, concrete, jack board (cement-plastered reeds) and timber. Tiles, galvanised tin or asbestos cement sheets used in construction of roofs will be regarded as pucca materials. A semi-pucca structure is one for which either the roof or the walls but not both is made of pucca materials.

3.4.10.2 Codes for recording information in this item are as follows:

<i>households with dwelling unit</i>	
katcha	1
semi-pucca	2
pucca	3
no dwelling.....	9

If any household is not having a dwelling unit, code 9 will be recorded in this item. For the households with dwelling unit, any of the codes 1, 2 or 3 will be recorded depending on the type of structure of the dwelling units of the household.

3.4.11 Item 15: is there at least one member of age 5 years and above needing special care but no care giver is available among the household members? If in the household there is at least one person of age 5 years and above as on the date of survey needing special care but no caregiver is available among the household members, code will be 1, else code 2 will be recorded. A care-giver provides care, support or assistance. Special care will mean care provided during illness, injury or care required by differently-abled persons. It may be noted for a single-member household, code will always be 2.

3.5 Block 5: some particulars relating to time use for each household member of age 6 years and above from 4:00 AM on the day before the date of interview to 4:00 AM on the day of the interview

3.5.0 This block will be used to record some particulars relating to time use for each member of the household of age 6 years and above, like, relationship of the informant with the household member for whom time use is recorded, day of the week to which the information relates, type of day, etc.

3.5.1 Items (1) & (2): srl. no. & age, as in cols. (1) & (5) of block 3: The entries in these two columns are to be copied in the same order from columns (1) and (5), respectively, of block 3, for each of the members of the household of age 6 years and above.

3.5.2 Items (3) & (4): name of the informant and relationship of the informant with the household member: In item 3, the name of the informant from whom information on time use is collected will be recorded and in item 4, the relationship of the informant with the household member will be recorded. The code structure in item 4 is as follows:

<i>informant</i>	
self.....	1
other household members.....	2
not a member of the household but closely associated with the household.....	3
<i>information cannot be collected.....</i>	NR

For any member of the selected household, information on time use will be collected only from that household member and in that case code will be 1 in item 4. In some situations information may have to be collected from other household members when the household member is not able to provide information or the household member cannot be contacted even after best efforts and for such cases code will be 2. Only in extreme cases information may be collected from a person who is not a member of the household but closely associated with the household so that he/she can provide reliable information for the household member and in such cases code will be 3. If for a household member information is collected from more than one type of informants mentioned above, then the code will correspond to that type of informant from whom bulk of the information is collected. The name of the informant from whom information is collected will be recorded in item 3.

3.5.2.1 Even after best efforts, when information on time use cannot be collected for a household member during canvassing the Schedule 10.6 in an FSU, for any reason, contact number(s) may be obtained and attempt may be made to collect data on time use for such members through telephone/mobile if available. If information cannot be collected for such members through telephone/mobile, attempt may be made to fix an appointment within a period of 15 days of completion of canvassing the FSU and to collect information on time use for that household member through revisit, if feasible. For conducting revisit, adequate information about the availability of the household member to provide information on time use or availability of a person (as given in terms of codes 2 or 3 item 4) who can provide reliable information for that household member during revisit may be obtained. In all such cases where for a household member information on time use is to be collected later (either over telephone/mobile or through revisit), proper remarks may be recorded in the remarks Block (Block 7/8) to ensure contacting the household at a later stage.

3.5.2.2 If information on time use cannot be collected in spite of all efforts for any household member, code 'NR' will be recorded in item 4. In such cases, items 3, 5 to 7 of block 5 and block 6 will be left blank for that household member and appropriate remarks may be given in the remarks block.

3.5.3 **Item (5): day of week:** It may be noted that day of the week is not the day on which interview is conducted but the day before the date of the interview for which the information is recorded. For example if the interview is conducted on Monday, the day of the week will be Sunday and code 7 will be recorded. Similarly, day of the week will be decided for other days of the week.

Monday.....	1
Tuesday.....	2
Wednesday.....	3
Thursday	4
Friday	5
Saturday.....	6
Sunday	7

3.5.4 Item (6): type of the day: The day for which information on time use is collected will be either a normal day or a day other than a normal day (termed as *other day*). Depending on the type of day, code for item 6 will be as follows: normal day – 1, other day-2.

3.5.4.1 Normal day and other day: The normal days are the days on which a household member pursues mostly his/her routine activities whereas the day on which the routine activities of a household member are altered due to any reason, it will be treated as ‘other day’. For a household member, a day other than a normal day may arise due to social obligations or some unforeseen reasons like, illness, ceremonies, hospitalization of a household member or duties thrust upon due to an accident, etc. besides, weekly off-days, holidays or days of leave.

Some examples of normal day and ‘other day’ are given below:

A normal day for a student will be a day when he/she goes to school, does his/her homework and does his/her other routine activities, whereas if the student on a day could not pursue routine activities due to illness such days will be classified as ‘other day’. For employed person, a normal day will be the day when he/she goes to office or workplace and performs works and does other routine activities, whereas the weekly-off days for such persons will be considered as ‘other day’. For a person engaged in domestic duties, a normal day will be a day when he/she does her normal household chores and other routine activities whereas if due to visits of friends/relatives, say, she could not pursue her routine activities, it will be ‘other day’ for that household member.

The decision on whether a day is a normal day or other day, is to be taken in consultation with the informant and considering the routine activities of the household members.

3.5.5 Items (7): response code: This item will be filled in after information on time use in respect of a household member has been collected. If the informant is cooperative, code 1 will be recorded, else code will be 2.

3.6 Block 6: particulars of activities for each household member of age 6 years and above from 4:00 AM on the day before the date of interview to 4:00 AM on the day of the interview

3.6.0 This block will be used to record details of activities, whether multiple activity, unpaid/paid status of the activity, 3-digit activity code of the time use classification, where the activity was performed, enterprise type in which the activity was performed, etc. Reference period for which details of the activities will be recorded and related concepts like time slot, number of activities to be recorded, etc., are explained below.

3.6.1 Paid and Unpaid Activities: Paid activities are those that are performed for pay or profit. All other activities will be considered as unpaid activities.

Some examples of unpaid activities are:

- basic human activities such as studying, eating, drinking, sleeping, doing exercise, taking rest, talking, etc., i.e., it is impossible for one person to employ another person to perform such activities.
- services produced by the household for own use of the households
- processing of goods for own consumption such as making pickle, preparation of *ghee*, etc.
- voluntary participation in the production of goods and services without remuneration
- unpaid trainee work
- all the activities relating to the primary sector which result in production of primary goods, including threshing and storing of grains for own consumption, including free collection of uncultivated crops, forestry, firewood, hunting, fishing, etc.

Some examples of activities performed for pay or profit are:

- self-employment work performed in enterprises to produce goods/services intended mainly for sale
- Work performed for payment as regular wage/salaried employee or casual labour including work done by apprentices, interns or trainees for payment.

3.6.2 Time Use Classification to be used in the TUS: The International Classification of Activities for Time Use Statistics 2016 (3-digit code) (ICATUS 2016) will be used in this survey to record 3-digit codes in column 10 of this Block. The code structure is given in Annexure –I.

3.6.3 Reference period for recording activities: For each household member of age 6 years and above, information on activity particulars will be collected with a reference period of 24 hours starting from 4:00 AM on the day before the date of interview to 4:00 AM on the day of the interview.

3.6.4 Time slot: The reference period of 24 hours will be split into 48 time slots, each of duration of 30 minutes. The time slots will be in 24-hour format, like 12:00 to 12:30, 12:30 to 13:00, etc. Fraction of 30 minutes will not be used for recording time slots.

3.6.5 Identification of activities for recording of time use: For this survey, the activities will be identified considering the following characteristics:

- (i) 3-digit code of ICATUS 2016,
- (ii) where the activity was performed,
- (iii) unpaid/paid status of the activity
- (iv) enterprise type

3.6.6 Multiple activities: Among all the activities performed in a time slot, if any one of the above four characteristics is different, such activities will be considered as different

activities. When such different activities are performed in a time slot, these will be treated as multiple activities in that time slot.

3.6.7 Number of activities to be recorded in each time slot: To record activities, the reference period of 24 hours will be split into 30 minutes time slots and in each of these time slots, at most three activities will be recorded. Each of the activities in a time slot which are performed for 10 minutes or more will only be considered for recording and at most three of such activities will be recorded chronologically following major time criteria.

3.6.8 Columns (1) & (2): *srl. no. & age, as in item (1) and item (2) of block 5:* The entries in these two columns are to be copied in the same order from items (1) and (2), respectively, of block 5, for each of the members of the household of age 6 years and above.

3.6.9 Column (3): *srl. no. of activities:* In this column the serial number of the activities will be recorded. As mentioned earlier, in a particular time slot at most three activities will be recorded chronologically using major time criteria. For each member of the household of age 6 years and above, the activities performed in the reference period of 24 hours will be serially numbered starting from 1.

3.6.10 Columns (4) & (5): Entries are to be made in these two columns as per 24-hour clock. For any time slot of 30 minutes in column 4, the start of the 30-minute time slot will be recorded and in column 5, the end of the 30-minute time slot will be recorded. For example, if the activity was done from 12:30 P.M. to 1:00 P.M. then, in column 4, entry will be 12:30 and in column 5, entry will be 13:00.

However, if none of the activities performed in more than one consecutive time slots (say, in time slots 12:30 to 13:00 and 13:00 to 13:30) are different, such time slots will be clubbed together and recorded in these columns and the details of all such activities will be recorded in the respective columns against that clubbed time slot. For example:

(i) if a single activity is performed in the consecutive time slots from 9:30 AM to 10:30 AM (i.e., in time slots 9:30 to 10:00, 10:00 to 10:30), these consecutive time slots will be combined together and in column 4 entry will be 9:30 and in column 5 entry will be 10:30. The details of the activity will be recorded against this combined time slot.

(ii) if two different activities are performed in the time slot 9:30 to 10:00 and if these two activities are again performed in the time slot 10:00 to 10:30, these consecutive time slots will be combined together and in column 4 entry will be 9:30 and in column 5 entry will be 10:30. The details of these two activities will be recorded against this combined time slot.

(iii) if three different activities are performed in the time slot 9:30 to 10:00 and if these three activities are again performed in the time slot 10:00 to 10:30, these consecutive time slots will be combined together and in column 4 entry will be 9:30 and in column 5 entry

will be 10:30. The details of these three activities will be recorded against this combined time slot.

3.6.11 Column (6): *whether performed multiple activity in the time slot*: If in a time slot more than one activity is performed, each for a duration of 10 minutes or more, entry will be 1 in this column, else 2 will be recorded.

3.6.12 Column (7): *whether simultaneous activity*: If in a time slot multiple activities are recorded, each of which had a duration of 10 minutes or more, (i.e., if entry in column 6 is 1), it will be enquired whether some of these activities were performed simultaneously or not. Simultaneous activities are those that have an overlap of some duration of time in the same time slot of 30-minute duration, irrespective of their starting or ending time. If in a time slot where multiple activities are performed, some of the activities are simultaneous activities, entry will be 1 against the first row in that time slot, else 2 will be recorded against that row. In case of multiple activities in a time slot, code 1 or 2 as the case may be, will be recorded only against the first of such activities recorded in that time slot and column 7 will be left blank for other activities recorded in that time slot.

3.6.13 Column (8): *description of the activity*: If in a time slot only one activity is performed, the description of the activity will be recorded in this column. However, in a time slot there is a provision to record at most three different activities if each of such activities is performed for 10 minutes or more. Thus, if in a time slot, multiple activities are recorded, at most three such activities will be recorded chronologically on the basis of major time criteria. The description of each of such activities will be recorded in this column against each of the activity serial number.

The description of the activity should be recorded in as specific terms as possible based on the description given by the informant. In other words, the description should not be copied from the description of the codes of the TUS classification of activities (Annexure I) if the informant's description gives a clearer idea of the activity.

3.6.14 Column (9): *whether a major activity or a minor activity*: Among the activities recorded in a time slot, the major activity will be the one which is considered most important activity by the informant performed during a time slot. If in a time slot only one activity is performed, that activity will always be considered as a major activity and code 1 will be recorded against that activity. However, if more than one activity is performed in a time slot, one of the activities will be treated as a major activity and code 1 will be recorded against that activity and for all other activities in that time slot, code 2 will be recorded. Thus, this column will not be left blank for any of the activities recorded in a time slot.

3.6.15 Column (10): *3-digit activity code of TUS classification of activities*: For all the activities recorded in a time slot, 3-digit code as per TUS classification of activities will be recorded in this column against each of the activity serial number used for recording the activity.

3.6.16 Column (11): where the activity was performed: In this column information will be recorded for each of the activities in a time slot against the activity serial number used for recording the activity.

In this column entry will be made in terms of the following codes:

within premises of the dwelling unit of the selected household1

outside premises of the dwelling unit of the selected household:

in fixed location2

in non-fixed location.....3

3.6.17 Column (12): unpaid/paid status of the activity: For each of the activities recorded in a time slot, information to identify whether the activity is performed for payment or it is an unpaid activity will be recorded. It may be noted that paid activities are those that are performed for pay or profit and all other activities are unpaid activities.

The code structure for recording in column 12 for each of the activities recorded in this block is as follows:

<i>not for payment:</i>	
self development/ self care/ self maintenance, etc.....	01
care for children, sick, elderly, differently-abled persons in own households	02
production of other services (except care activities as covered in code 02) for consumption of household members.....	03
production of goods for own consumption.....	04
voluntary work for production of goods in households	05
voluntary work for production of services in households.....	06
voluntary work for production of goods in market/non-market units.....	07
voluntary work for production of services in market/non-market units.....	08
unpaid trainee work for production of goods.....	09
unpaid trainee work for production of services.....	10
other unpaid work for production of goods.....	11
other unpaid work for production of services.....	12
<i>for payment:</i>	
<i>self-employment:</i>	
for production of goods.....	13
for production of services.....	14
<i>regular wage/ salary:</i>	
for production of goods	15
for production of services.....	16
<i>casual labour:</i>	
for production of goods	17
for production of services.....	18

Information on unpaid/paid status of the activity will be recorded for each of the activities in a time slot in this column against the activity serial number used for recording the activity. It may be noted that code 01 will include all the unpaid activities not covered in codes 02 to 12.

3.6.18 Column (13): type of enterprise: The type of enterprise in which the household member performed the activity will be recorded for codes 07 to 18 in column 12. The entry is to be made in terms of following codes:

proprietary.....	1
partnership.....	2
Government/local body	3
Autonomous Bodies.....	4
Public/Private limited company.....	5
Co-operative societies.....	6
trust/other non-profit institutions.....	7
Employer's households (<i>i.e., private households employing maid servant, watchman, cook, etc.</i>)	8
others.....	9

Information on enterprise type will be recorded for each of the activities recorded in a time slot in this column against the activity serial number used for recording the activity.

3.6.19 Procedure for recording details of activities in block 6:

(i) For each person entry in column 1 and column 2 will be made only once against the first row and the remaining rows in respect of these two columns will be left blank for the person.

(ii) For each person the serial number of the activities will be recorded in column 3 starting from 1 without any omission or duplication.

(iii) In column 4, the start of the time slot and in column 5, the end of the time slot will be recorded. It may be noted that for any person against serial number of activity 1, the start of the time slot will always be 4:00. It is to be ensured that the time slots recorded in column 4 and column 5 are mutually exclusive (non-overlapping) and exhaustive (*i.e.,* these cover all the 24 hours of the reference period). If only one activity is performed in a time slot, the start and end of that time slot will be recorded in column 4 and column 5 respectively against the serial number of that activity. If more than one activity is performed in a time slot, the start and end of that time slot will be recorded in column 4 and column 5, respectively, only once against the serial number of the activity which is

recorded first in that time slot. For other activities recorded in that time slot, column 4 and column 5 will be left blank.

(iv) Column 6 is for recording whether multiple activities are performed in a time slot. If only one activity is performed in a time slot, entry in column 6 will be 2. If more than one activity is performed in a time slot, entry in column 6 will be 1 against the activity which is recorded first in that time slot and for all other activities in that time slot column 6 will be left blank.

(v) Column 7 will be filled in if entry in column 6 is 1, i.e., if in a time slot multiple activities are performed. If some of the activities recorded in a time slot are performed simultaneously, entry will be 1 else entry will be 2. Entry in column 7 will be made against the activity which is recorded first in that time slot and for all other activities in that time slot column 7 will be left blank.

(vi) Entries in columns 8 to 12 will be made against each of the activities recorded in a time slot and entry in column 13 will be made for those activities for which entry in column 12 is any of 07 to 18.

(vii) In a time slot all the activities to be recorded will be different activities. and column 13 will be filled in respect of those activities for which entry in column 12 is any of 07 to 18.

3.6.20 Blocks 7, 8 and 9: In Block 7 remarks by investigator will be recorded and in Block 8 comments by the supervisory officer will be recorded. In Block 9 in items (i) to (iv) details of remarks in the Schedule will be recorded, in terms of codes: yes-1, no-2.

3.6.21: An example of filling Block 6

[6] particulars of activities for each household member of age 6 years and above from 4:00 AM on the day before the date of interview to 4:00 AM on the day of the interview												
srl. no. (as in item. 1, bl. 5)	age (years) (as in item 2, bl. 5)	srl. no. of acti- vities	record in 24- hour clock format		whether performed multiple activity in the time slot (yes-1 no-2)	if 1 in col. 6, whether simul- taneous activity (yes-1, no-2)	description of the activity (at most 3 activities for each 30 minutes time slot)	whether a major activity or minor activity (major- 1 / minor - 2)	3-digit activity code of TUS classification of activities	where the activity was performed? (code)	unpaid/ paid status of the activity (code)	if any of 07 to 18 in col. 12, enterprise type (code)
			from 4:00 AM on the day before the date of interview	to 4:00 AM on the day of the interview								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
1	60	1	4:00	6:00	2		Night sleep	1	911	1	01	
		2	6:00	7:00	2		Personal hygiene	1	931	1	01	
		3	7:00	7:30	1	1	Drinking tea	1	922	1	01	
		4					Reading newspaper	2	841	1	01	
		5					Talking with household members	2	711	1	01	
		6	7:30	8:30	2		atching morning news in TV	1	842	1	01	
		7	8:30	9:30	2		Teaching own children	1	413	1	02	
		8	9:30	10:00	1	1	Eating meal	1	921	1	01	
		9					Dressing	2	931	1	01	
		10					Talking with household members	2	711	1	01	
		11	10:00	11:00	2		Travel to work on voluntary	1	540	2	08	7

3.6.21: An example of filling Block 6

[6] particulars of activities for each household member of age 6 years and above from 4:00 AM on the day before the date of interview to 4:00 AM on the day of the interview												
srl. no. (as in item. 1, bl. 5)	age (years) (as in item 2, bl. 5)	srl. no. of acti- vities	record in 24- hour clock format		whether performed multiple activity in the time slot (yes-1 no-2)	if 1 in col. 6, whether simul- taneous activity (yes-1, no-2)	description of the activity (at most 3 activities for each 30 minutes time slot)	whether a major activity or minor activity (major- 1 / minor - 2)	3-digit activity code of TUS classification of activities	where the activity was performed? (code)	unpaid/ paid status of the activity (code)	if any of 07 to 18 in col. 12, enterprise type (code)
			from 4:00 AM on the day before the date of interview	to 4:00 AM on the day of the interview								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
							basis as a librarian					
		12	11:00	11:30	1	1	Unpaid volunteer work as a librarian	1	524	2	08	7
		13					Reading and writing E_mail in personal capacity	2	713	2	01	
		14					Drinking tea	2	922	2	01	
		15	11:30	13:30	2		Unpaid volunteer work as a librarian	1	524	2	08	7
		16	13:30	14:00	2		Travel to home from the library	1	540	2	01	
		17	14:00	14:30	1	2	Eating snack	2	921	1	01	
		18					Talking with household members	1	711	1	01	
		19	14:30	16:00	2		providing legal	1	133	1	14	1

3.6.21: An example of filling Block 6

[6] particulars of activities for each household member of age 6 years and above from 4:00 AM on the day before the date of interview to 4:00 AM on the day of the interview												
srl. no. (as in item. 1, bl. 5)	age (years) (as in item 2, bl. 5)	srl. no. of acti- vities	record in 24- hour clock format		whether performed multiple activity in the time slot (yes-1 no-2)	if 1 in col. 6, whether simul- taneous activity (yes-1, no-2)	description of the activity (at most 3 activities for each 30 minutes time slot)	whether a major activity or minor activity (major- 1 / minor - 2)	3-digit activity code of TUS classification of activities	where the activity was performed? (code)	unpaid/ paid status of the activity (code)	if any of 07 to 18 in col. 12, enterprise type (code)
			from 4:00 AM on the day before the date of interview	to 4:00 AM on the day of the interview								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
							service (lawyer) in own enterprise against payment					
		20	16:00	18:00	2		providing tuition against payment in a coaching centre in partnership enterprise	1	133	1	14	2
		21	18:00	18:30	2		Personal hygiene	1	931	1	01	
		22	18:30	19:30	1	1	Drinking tea	2	922	1	01	
		23					watching news in TV	1	842	1	01	
		24	19:30	20:30	2		Meditation	1	741	1	01	
		25	20:30	22:00	2		Reading for leisure	1	841	1	01	
		26	22:00	22:30	1	1	Eating meal	1	921	1	01	
		27					Talking with household	2	711	1	01	

3.6.21: An example of filling Block 6

[6] particulars of activities for each household member of age 6 years and above from 4:00 AM on the day before the date of interview to 4:00 AM on the day of the interview												
srl. no. (as in item. 1, bl. 5)	age (years) (as in item 2, bl. 5)	srl. no. of acti- vities	record in 24- hour clock format		whether performed multiple activity in the time slot (yes-1 no-2)	if 1 in col. 6, whether simul- taneous activity (yes-1, no-2)	description of the activity (at most 3 activities for each 30 minutes time slot)	whether a major activity or minor activity (major- 1 / minor - 2)	3-digit activity code of TUS classification of activities	where the activity was performed? (code)	unpaid/ paid status of the activity (code)	if any of 07 to 18 in col. 12, enterprise type (code)
			from 4:00 AM on the day before the date of interview	to 4:00 AM on the day of the interview								
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
							members					
		28	22:30	23:00	2		Talking with household members	1	711	1	01	
		29	23:00	4:00	2		Night sleep	1	911	1	01	

3.6.22 Some explanation of the procedures used in the example for filling Block 6

1. **Column 1 and column 2:** These columns are filled-in only once for each of the member of the household of age 6 years and above.
2. **Column 3:** Serial numbers of activities are recorded in column 3 for each of the activities in this block starting from 1 and without any omission or duplication.
3. **Column 4 and Column 5:** In column 4, against the first activity recorded for the household member, entry is 4:00 and all the time slots recorded in these two columns are mutually exclusive and exhaustive. Some of the time slots have been combined such as:
 - i. time slot recorded against serial number of activity 1: all the 30-minutes time slots from 4:00 to 6:00 have been combined since in these time slots the same activity is performed.
 - ii. time slot recorded against serial number of activity 22: all the 30-minute time slots from 18:30 to 19:30 have been combined since in all these time slots the same set of activities are performed.
4. **Columns 6:** For multiple activities in a time slot, more than one activity have been recorded and code 1 has been recorded against the first activity of that time slot and column 6 has been left blank against other activities recorded in that time slot.
5. **Columns 7:** For multiple activities in a time slot, in column 7 code 1 or 2 as applicable has been recorded against the first activity of that time slot and column 7 has been left blank for other activities of that time slot.
6. **Columns 9:** For each of the activities in a time slot, code 1 has been recorded against the major activity and for other activities of that time slot code 2 has been recorded. It may be noted among all the activities of a time slot only one of the activities has been classified as a major activity. For all other activities (if any) recorded in that time slot, code will be 2.
7. **Identification of activities for recording time use:** In the serial number of activity 19 and 20, it may be noted that (i) 3-digit activity code is same, (ii) both the activities are performed within premises of the dwelling unit of the selected household (iii) both the activities are carried out in the self-employment capacity for profit. Since the enterprise type is different these have been treated as different activities.

Frequently Asked Questions (FAQs)

references to the schedule				question	clarifications
sl. no.	block	item	col.		
(1)	(2)	(3)	(4)	(5)	(6)
1.	3	-	7	A person had passed the primary level of education in the past. Now he cannot read or write a simple message. Will he be considered a literate?	Persons who cannot read and write a simple message in any language with understanding will be considered as 'not literate' and code 01 will be recorded for such persons.
2.	3	-	7	If a student completed higher secondary and then completed diploma course equal to higher secondary level, which code is to be reported?	If more than one code of the same level is applicable, then the course completed last is to be reported and accordingly code 08 will be recorded here.
3.	3	-	8	A person has pursued an economic activity for 35 days & another economic activity for 30 days and is seeking and is available for work for rest of the period for 365 days preceding the date of survey. What will be his usual principal activity status?	Usual principal activity status will be unemployed and status code 81 will be reported in column 8.
4.	3	-	8	A household member is a student studying in class XII. He also works as a newspaper vendor throughout the year in the morning for 2 hours. What will be the usual principal activity status code for this person?	In the usual principal activity status, the household member will be treated as a student and activity status code 91 will be recorded in column 8.
5.	3	-	8	If a person met with an accident and could not attend work for last 12 months due to locomotor disability, which of the codes 95 or 97 is to be reported .	Code 95 is to be reported.
6.	3	-	7,8	For a household member code 01 is recorded in col.7. For this persons can code 91 be recorded in col. 8?	Yes, code 91 can be recorded in col. 8 depending on the situation.
7.	4	4	-	The head of the sample household cultivates the land which is owned by his father. His father is a member of another household. Will this be treated as land possessed for the selected	Yes, it will be considered as land possessed.

references to the schedule				question	clarifications
sl. no.	block	item	col.		
(1)	(2)	(3)	(4)	(5)	(6)
				household?	
8.	4	5	-	Whether educational expenses incurred by the selected household on erstwhile member of the household (now residing in hostel) are to be reported or not?	Educational expenses on such erstwhile members will not be considered for calculation of usual monthly consumer expenditure of selected household.
9.	4	7	-	Whether imputed value of Mid-day meal taken by a household member will be recorded here?	Imputed value of Mid-day meal taken by a household member will be considered in item 7.
10.	4	7	-	A person is employed as caretaker in a factory/home and provided rent free accommodation by the employer. Whether value of imputed rent is to be considered for calculating usual monthly consumer expenditure of the caretaker.	Value of imputed rent is not to be considered for calculation of usual monthly consumer expenditure.
11.	4	5, 8	-	If tuition fee is paid yearly, will it to be considered in item 8 or in item 5?	It is to be reported against item 5 after apportioning the tuition fee per month.
12.	4	8	-	Whether amount spent for purchase of flats/houses will be considered for calculating usual monthly consumer expenditure.	Amount spent for purchase of flats/houses will not be considered for calculating usual monthly consumer expenditure.
13.	4	8	-	Whether expenditure on white-washing of house is to be recorded in this item?	Expenditure on minor repairing/white-washing of houses will be considered for this item. However, expenses on major repair/construction of houses is not to be included in this item.
14.	4	12	-	In a household there is a domestic servant who lives in that household and takes food from the common kitchen. Thus, she is a household member of the selected household. She does all the washing of clothes using washing machine. What code will be recorded in this item?	When a domestic servant who by definition is a member of the sample household does the works of washing of clothes, the type of washing of clothes will be considered as 'outsourcing' and code 3 will be recorded in this item.
15.	4	15	-	A household member is of age 6 years. He is reluctant to eat on	Special care will mean care provided during illness, injury

references to the schedule				question	clarifications
sl. no.	block	item	col.		
(1)	(2)	(3)	(4)	(5)	(6)
				his own and his mother feeds him. Whether it will be treated as special care?	or care required by differently-abled persons. Feeding a child (in situations other than those mentioned above) will be treated as a routine activity and will not be considered as special care.
16.	4	15	-	In a household there is no person of age 5 years and above. What code will be recorded in item 15 of block 4?	In such cases, item 15 will be left blank.
17.	4	15	-	In a household there is a person of age 5 years and above but no special care is required for that person. What code will be recorded in item 15 of block 4?	In such cases, item 15 will be left blank.
18.	4	15	-	For which households item 15 will be filled in?	Item 15 will be filled in for the households where there is at least one person of age 5 years and above and needing special care. For such households, item 15 will be filled in as follows: i) if a person of age 5 years and above in the household needs special care but no care giver is available among the household members, code will be 1. ii) if a person of age 5 years and above in the household needs special care and care giver is available among the household members, code will be 2.
19.	5	5	-	What is day of the week? Is it the day on which the interview is conducted to collect information on time use?	Day of the week is not the day on which interview is conducted to collect information. It is the day before the date of the interview for which the information on time use is recorded.
20.	5	6	-	A household member is studying in class XI. If information for the	Code 2 will be recorded in such cases.

references to the schedule				question	clarifications
sl. no.	block	item	col.		
(1)	(2)	(3)	(4)	(5)	(6)
				student is collected for a day which falls in summer vacation, what will be recorded in item 6?	
21.	5	6	-	A household member is a Government employee. She is on long leave (child care leave). If information for the household member is collected for a day when she is on child care leave, what will be recorded in item 6?	Code 2 will be recorded in such cases.
22.	6	-	4, 5	If in a time slot more than one activity is performed, in which row the time slot will be reported?	For any time slot, at most three activities will be reported. For this, the time slot will be reported in column 4 and 5 against the first activity recorded in that time slot (i.e., against the first row for that time slot) and for recording other activities, the subsequent rows will be used. However, in the subsequent rows the time slot is not to be recorded again and columns 4 and 5 will be left blank for these rows.
23.	6	general		If in a time slot of 30 minutes, none of the activities was performed for at least 10 minutes, then how to make entry corresponding to that time slot?	In such a case, the activity which is performed for majority of the time duration in that time slot will be considered for recording in block 6 in that time slot and the other activities performed in that time slot will not be recorded.
24.	6	-	6	Whether this column will be filled in for each of the time slots even when only one activity is reported in a time slot?	This column will be filled in for each of the time slot. In the time slot when only one activity is performed, entry will be 2.
25.	6	-	6	If in a time slot three activities are recorded, whether entry in column 6 will be made against all three activities?	For any time slot, entry in column 6 will be made against the first activity recorded in that time slot. For all other activities recorded in that time slot, column 6 will be left blank.

references to the schedule				question	clarifications
sl. no.	block	item	col.		
(1)	(2)	(3)	(4)	(5)	(6)
26.	6	-	7	If in a time slot three activities are recorded, whether entry in column 7 will be made against all three activities?	For any time slot where multiple activities are performed (i.e., entry is 1 in column 6), entry in column 7 will be made against the first activity recorded in that time slot. For all other activities recorded in that time slot, column 7 will be left blank.
27.	6	-	7	<p>If in a time slot (say, 10:00 to 10:30) three activities are performed as follows:</p> <p>(i) the first activity was performed from 10:00 to 10:15, the second activity was also performed from 10:00 to 10:15 and the third activity was performed from 10:15 to 10:30.</p> <p>(ii) first activity was performed from 10:00 to 10:15 and second activity was also performed from 10:05 to 10:15. The third activity was performed from 10:15 to 10:30.</p> <p>(iii) first activity was performed from 10:00 to 10:15, the second activity was also performed from 10:10 to 10:25 and the third activity was performed from 10:20 to 10:30.</p> <p>What will be the entry in column 7 in the above 3 situations?</p>	In all three situations, entry in column 7 will be 1 against the row in the time slot in which the first activity is recorded and column 7 for the other row in that time slot will be left blank.
28.	6	-	7	<p>If in a time slot (say, 10:00 to 10:30) two activities are performed as follows:</p> <p>(i) the first activity was performed from 10:00 to 10:15, the second activity was performed from 10:20 to 10:30.</p> <p>(ii) first activity was performed from 10:00 to 10:15 and second activity was also performed from</p>	<p>(i) In the first situation, entry in column 7 will be 2 against the row in the time slot in which the first activity is recorded and column 7 for the other row in that time slot will be left blank.</p> <p>(ii) In the second situation, entry in column 7 will be 1 against the row in the time slot</p>

references to the schedule				question	clarifications
sl. no.	block	item	col.		
(1)	(2)	(3)	(4)	(5)	(6)
				10:05 to 10:30. What will be the entry in column 7 in the above 2 situations?	in which the first activity is recorded and column 7 for the other row in that time slot will be left blank.
29.	6	-	9	Whether this column will be filled in for each of the activities recorded in a time slot?	This column will be filled in for each of the activities in a time slot. Entry will be either 1 or 2 as the case may be. However, in a time slot only one activity will be major activity and code 1 will be recorded against that activity while for all the other activity(ies) recorded in that time slot, entry will be 2.
30.	6	-	9	Whether entry will be 1 against the first activity or entry can be 1 for any of the activities recorded in a time slot?	If only one activity is recorded in a time slot, entry in column 9 against that activity will be 1. However, if more than one activity is recorded in a time slot, major activity will be the one which is considered most important by the informant among the different activities performed during the time slot. Thus, it is possible that any of the activity recorded in a time slot can be a major activity.
31.	6	-	10	In the following three situations what will be the 3-digit code in column 10. A household member is employed for pay in, say, (i) autonomous organisation, (ii) cooperative society (iii) public limited companies	It may be noted that those working for pay in enterprises other than household enterprises will be given code 110. In this example, in all the three cases, 3-digit code 110 will be recorded.
32.	6	-	10	What will be the 3-digit TUS code in column 10 of block 6 corresponding to code 8 in column 13?	For code 8 in column 13, 3-digit TUS code 136 will be recorded in column 10 of block 6.
33.	6	-	11	One household member is owner of an enterprise that shifts from market to market on different	Code 2 (in fixed location) will be recorded in column 11.

references to the schedule				question	clarifications
sl. no.	block	item	col.		
(1)	(2)	(3)	(4)	(5)	(6)
				days but the household member is allowed to sit in fixed places in all of those markets. What code will be recorded in column 11?	
34.	6	-	12	What are market and non-market units?	These include all units other than households that produce goods or services for own final use.
35.	6	-	12	What will be the coverage of unpaid activities for code 01 (<i>self development/ self care/self maintenance, etc.</i>)	Code 01 will cover all the unpaid activities not covered in codes 02 to 12.
36.	6	-	12	What will be the code for the activity, <i>travel from home to office</i> (place of work) and between workplace when not on duty?	Code 01 will be recorded in both these cases.
37.	6	-	12	In a household two persons are engaged in agricultural activity intended mainly for own consumption. What will be entry in this column for these two persons?	For these two household members, code 04 will be recorded in column 12.
38.	6	-	13	Whether code 1 and 2 will be applicable in column 13 corresponding to code 110 in column 10 of block 6?	For code 110 in column 10 of block 6, codes 1 and 2 are not applicable in column 13.
39.	6	-	11	What code will be recorded in column 11 corresponding to 3-digit TUS activity codes 321 and 322 in column 10?	Code 1 will be recorded in column 11 for these activity codes in column 10.

Annexure - I

**International Classification of Activities for Time Use Statistics 2016
(ICATUS 2016)**

Major division	Division	Group	Activity title
1	Employment and related activities		
	<i>11</i>		<i>Employment in corporations, government and non-profit institutions</i>
		110	Employment in corporations, government and non-profit institutions
	<i>12</i>		<i>Employment in household enterprises to produce goods</i>
		121	Growing of crops for the market in household enterprises
		122	Raising animals for the market in household enterprises
		123	Forestry and logging for the market in household enterprises
		124	Fishing for the market in household enterprises
		125	Aquaculture for the market in household enterprises
		126	Mining and quarrying for the market in household enterprises
		127	Making and processing goods for the market in household enterprises
		128	Construction activities for the market in household enterprises
		129	Other activities related to employment in household enterprises to produce goods
	<i>13</i>		<i>Employment in household enterprises to provide services</i>
		131	Vending and trading of goods in household enterprises
		132	Providing paid repair, installation, maintenance and disposal in household enterprises
		133	Providing paid business and professional services in household enterprises
		134	Transporting goods and passengers for pay or profit in household enterprises
		135	Providing paid personal care services in household enterprises
		136	Providing paid domestic services
		139	Other activities related to employment in household enterprises providing services
	<i>14</i>		<i>Ancillary activities and breaks related to employment</i>
		141	Activities ancillary to employment
		142	Breaks during working time within employment
	<i>15</i>		<i>Training and studies in relation to employment</i>
		150	Training and studies in relation to employment
	<i>16</i>		<i>Seeking employment</i>
		160	Seeking employment
	<i>17</i>		<i>Setting up a business</i>
		170	Setting up a business
	<i>18</i>		<i>Travelling and commuting for employment</i>
		181	Employment-related travel
		182	Commuting
2	Production of goods for own final use		
	<i>21</i>		<i>Agriculture, forestry, fishing and mining for own final use</i>
		211	Growing crops and kitchen gardening, for own final use

Major division	Division	Group	Activity title
		212	Farming of animals and production of animal products for own final use
		213	Hunting, trapping and production of animal skins for own final use
		214	Forestry and logging for own final use
		215	Gathering wild products for own final use
		216	Fishing for own final use
		217	Aquaculture for own final use
		218	Mining and quarrying for own final use
	22		<i>Making and processing goods for own final use</i>
		221	Making, processing food products, beverages and tobacco for own final use
		222	Making, processing textiles, wearing apparel, leather and related products for own final use
		223	Making, processing of wood and bark products for own final use
		224	Making, processing bricks, concrete slabs, hollow blocks, tiles for own final use
		225	Making, processing herbal and medicinal preparations for own final use
		226	Making, processing metals and metal products for own final use
		227	Making, processing of products using other materials for own final use
		229	Acquiring supplies and disposing of products and other activities related to making and processing goods for own final use
	23		<i>Construction activities for own final use</i>
		230	Construction activities for own final use
	24		<i>Supplying water and fuel for own final use</i>
		241	Gathering firewood and other natural products used as fuel for own final use
		242	Fetching water from natural and other sources for own final use
	25		<i>Travelling, moving, transporting or accompanying goods or persons related to own-use production of goods</i>
		250	Travelling, moving, transporting or accompanying goods or persons related to own-use production of goods
3	Unpaid domestic services for household members		
	31		<i>Food and meals management and preparation</i>
		311	Preparing meals/snacks
		312	Serving meals/snacks
		313	Cleaning up after food preparation/meals/snacks
		314	Storing, arranging, preserving food stocks
		319	Other activities related to food and meals management and preparation
	32		<i>Cleaning and maintaining of own dwelling and surroundings</i>
		321	Indoor cleaning
		322	Outdoor cleaning
		323	Recycling and disposal of garbage
		324	Upkeep of indoor/outdoor plants, hedges, garden, grounds, landscape, etc.

Major division	Division	Group	Activity title
4	Unpaid caregiving services for household members	325	Tending furnace, boiler, fireplace for heating and water supply
		329	Other activities related to cleaning and upkeep of dwelling and surroundings
		33	<i>Do-it-yourself decoration, maintenance and repair</i>
		331	Do-it-yourself improvement, maintenance and repair of own dwelling
		332	Installation, servicing and repair of personal and household goods including ICT equipment
		333	Vehicle maintenance and repairs
		339	Other activities related to do-it-yourself decoration, maintenance and repair
		34	<i>Care and maintenance of textiles and footwear</i>
		341	Hand/machine-washing
		342	Drying textiles and clothing
		343	Ironing/pressing/folding
		344	Mending/repairing and care of clothes and shoes; cleaning and polishing shoes
		349	Other activities related to care of textiles and footwear
		35	<i>Household management for own final use</i>
		351	Paying household bills
		352	Budgeting, planning, organizing duties and activities in the household
		359	Other activities related to household management
		36	<i>Pet care</i>
		361	Daily pet care
		362	Using veterinary care or other pet care services (grooming, stabling, holiday or day care)
		369	Other activities related to pet care
		37	<i>Shopping for own household members</i>
		371	Shopping for/purchasing of goods and related activities
		372	Shopping for/availing of services and related activity
		38	<i>Travelling, moving, transporting or accompanying goods or persons related to unpaid domestic services for household members</i>
		380	Travelling, moving, transporting or accompanying goods or persons related to unpaid domestic services for household members
		39	<i>Other unpaid domestic services for household members</i>
		390	Other unpaid domestic services for household members
		41	<i>Childcare and instruction</i>
		411	Caring for children including feeding, cleaning, physical care
		412	Providing medical care to children
		413	Instructing, teaching, training, helping children
		414	Talking with and reading to children
		415	Playing and sports with children
		416	Minding children (passive care)
		417	Meetings and arrangements with schools and child care service providers
		419	Other activities related to childcare and instruction

Major division	Division	Group	Activity title
	42		<i>Care for dependent adults</i>
		421	Assisting dependent adults with tasks of daily living
		422	Assisting dependent adults with medical care
		423	Assisting dependent adults with forms, administration, accounts
		424	Affective/emotional support for dependent adults
		425	Passive care of dependent adult
		426	Meetings and arrangements with adult care service providers
		429	Other activities related to care for dependent adults
	43		<i>Help to non-dependent adult household members</i>
		431	Feeding, cleaning, physical care for non-dependent adult household members including for temporary illness
		432	Affective/emotional support for non-dependent adult household members
		439	Other activities related to care for non-dependent adult household members
	44		<i>Travelling and accompanying goods or persons related to unpaid caregiving services for household members</i>
		441	Travelling related to care-giving services for household members
		442	Accompanying own children
		443	Accompanying dependent adults
		444	Accompanying non-dependent adult household members
	49		<i>Other activities related to unpaid caregiving services for household members</i>
		490	Other activities related to unpaid caregiving services for household members
5	Unpaid volunteer, trainee and other unpaid work		
	51		<i>Unpaid direct volunteering for other households</i>
		511	Unpaid volunteer household maintenance, management, construction, renovation and repair
		512	Unpaid volunteer shopping/purchasing goods and services
		513	Unpaid volunteer childcare and instruction
		514	Unpaid volunteer care for adults
		515	Unpaid volunteer activities in enterprises owned by other households
		519	Other activities related to direct unpaid volunteering for other households
	52		<i>Unpaid community- and organization-based volunteering</i>
		521	Unpaid volunteer work on road/building repair, clearing and preparing land, cleaning (streets, markets, etc.), and construction
		522	Unpaid volunteer preparing/serving meals, cleaning up
		523	Unpaid volunteer cultural activities, recreation and sports activities
		524	Unpaid volunteer office/administrative work
		529	Other activities related to community- and organization-based unpaid volunteering

Major division	Division	Group	Activity title
6	Learning	53	<i>Unpaid trainee work and related activities</i>
		530	Unpaid trainee work and related activities
		54	<i>Travelling time related to unpaid volunteer, trainee and other unpaid work</i>
		540	Travelling time related to unpaid volunteer, trainee and other unpaid work
		59	<i>Other unpaid work activities</i>
		590	Other unpaid work activities
		61	<i>Formal education</i>
		611	School/university attendance
		612	Extra-curricular activities
		613	Breaks at place of formal education
		614	Self-study for distance education course work (video, audio, online)
		619	Other activities related to formal education
		62	<i>Homework, being tutored, course review, research and activities related to formal education</i>
		620	Homework, being tutored, course review, research and activities related to formal education
		63	<i>Additional study, non-formal education and courses</i>
		630	Additional study, non-formal education and courses
		64	<i>Travelling time related to learning</i>
		640	Travelling time related to learning
		69	<i>Other activities related to learning</i>
		690	Other activities related to learning
7	Socializing and communication, community participation and religious practice	71	<i>Socializing and communication</i>
		711	Talking, conversing, chatting
		712	Socializing/getting together/gathering activities
		713	Reading and writing mail (including email)
		719	Other activities related to socializing and communication
		72	<i>Participating in community cultural/social events</i>
		721	Participating in community celebrations of cultural/historic events
		722	Participating in community rites/events (non-religious) of weddings, funerals, births and similar rites-of-passage
		723	Participating in community social functions (music, dance, etc.)
		729	Other activities related to community participation
		73	<i>Involvement in civic and related responsibilities</i>
		730	Involvement in civic and related responsibilities
		74	<i>Religious practices</i>
		741	Private prayer, meditation and other spiritual activities
		742	Participating in collective religious practice
		749	Other activities related to religious practice
		75	<i>Travelling time related to socializing and communication, community participation and religious practice</i>
		750	Travelling time related to socializing and communication, community participation and religious

Major division	Division	Group	Activity title
			practice
	79		<i>Other activities related to socializing and communication, community participation and religious practice</i>
		790	Other activities related to socializing and communication, community participation and religious practice
8	Culture, leisure, mass-media and sports practices		
	81		<i>Attending/visiting cultural, entertainment and sports events/venues</i>
		811	Attendance at organized/mass cultural events and shows
		812	Attendance at parks/gardens
		813	Attendance at sports events
		819	Other activities related to attendance at cultural, entertainment and sports events
	82		<i>Cultural participation, hobbies, games and other pastime activities</i>
		821	Visual, literary and performing arts (as hobby)
		822	Hobbies
		823	Playing games and other pastime activities
		829	Other activities related to cultural participation, hobbies, games
	83		<i>Sports participation and exercise and related activities</i>
		831	Participating in sports
		832	Exercising
	84		<i>Mass media use</i>
		841	Reading for leisure
		842	Watching/listening to television and video
		843	Listening to radio and audio devices
		849	Other activities related to mass media use
	85		<i>Activities associated with reflecting, resting, relaxing</i>
		850	Activities associated with reflecting, resting, relaxing
	86		<i>Travelling time related to culture, leisure, mass-media and sports practices</i>
		860	Travelling time related to culture, leisure, mass-media and sports practices
	89		<i>Other activities related to culture, leisure, mass-media and sports practices</i>
		890	Other activities related to culture, leisure, mass-media and sports practices
9	Self-care and maintenance		
	91		<i>Sleep and related activities</i>
		911	Night sleep/essential sleep
		912	Incidental sleep/naps
		913	Sleeplessness
		919	Other sleep and related activities
	92		<i>Eating and drinking</i>
		921	Eating meals/snack
		922	Drinking other than with meal or snack
	93		<i>Personal hygiene and care</i>
		931	Personal hygiene and care
		932	Health/medical care to oneself
		939	Other activities related to personal hygiene and care

Major division	Division	Group	Activity title
	94		<i>Receiving personal and health/medical care from others</i>
		941	Receiving personal care from others
		942	Receiving health/medical care from others
		949	Other activities related to receiving personal and health/medical care
	95		<i>Travelling time related to self-care and maintenance activities</i>
		950	Travelling time related to self-care and maintenance activities
	99		<i>Other self-care and maintenance activities</i>
		990	Other self-care and maintenance activities

APPENDIX - I

LIST OF FOD SUB-REGIONS

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1.	Cuddapah (281)	1.	Cuddapah	2810	1.	Y.S.R. (Cuddapah)	10	Andhra Pradesh (28)
					2.	Chittoor	13	
		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 (28)
					9.	Krishna	06	
		7.	Kakinada	2821	10.	East Godavari	04	Puducherry (34) Andhra Pradesh (28)
					11.	Yanam	01	
		8.	Visakhapatnam	2822	12.	Srikakulam	01	
					13.	Vizianagaram	02	
					14.	Visakhapatnam	03	
3.	Guwahati (181)	9.	Guwahati	1810	15.	Kokrajhar	01	Assam (18)
					16.	Dhubri	02	
					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	
		10.	Silchar	1811	25.	Karbi Anglong	15	
					26.	Dima Hasao	16	
					27.	Cachar	17	
					28.	Karimganj	18	
					29.	Hailakandi	19	
4.	Dibrugarh (182)	11.	Dibrugarh	1820	30.	Tinsukia	10	Assam (18)
					31.	Dibrugarh	11	
		12.	Jorhat	1821	32.	Morigaon	05	
					33.	Nagaon	06	
					34.	Sivasagar	12	
					35.	Jorhat	13	
					36.	Golaghat	14	
		13.	Tezpur	1822	37.	Sonitpur	07	
					38.	Lakhimpur	08	
					39.	Dhemaji	09	
					40.	Darrang	26	
					41.	Udalguri	27	

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
5.	Muzaffarpur (101)	14.	Muzaffarpur	1010	42.	Sheohar	03	Bihar (10)
					43.	Sitamarhi	04	
					44.	Muzaffarpur	14	
					45.	Saran	17	
		15.	Darbhanga	1011	46.	Vaishali	18	
					47.	Madhubani	05	
					48.	Darbhanga	13	
					49.	Samastipur	19	
		16.	Motihari	1012	50.	Begusarai	20	
					51.	Pashchim Champaran	01	
					52.	Purba Champaran	02	
					53.	Gopalganj	15	
		17.	Purnia	1013	54.	Siwan	16	
					55.	Supaul	06	
					56.	Araria	07	
					57.	Kishanganj	08	
					58.	Purnia	09	
					59.	Katihar	10	
					60.	Madhepura	11	
					61.	Saharsa	12	
					62.	Khagaria	21	
6.	Patna (102)	18.	Patna	1020	63.	Nalanda	27	Bihar (10)
					64.	Patna	28	
					65.	Bhojpur	29	
					66.	Buxar	30	
		19.	Bhagalpur	1021	67.	Kaimur (Bhabua)	31	
					68.	Rohtas	32	
					69.	Bhagalpur	22	
					70.	Banka	23	
					71.	Munger	24	
					72.	Lakhisarai	25	
					73.	Sheikhpura	26	
					74.	Jamui	36	
		20.	Gaya	1022	75.	Aurangabad	33	
					76.	Gaya	34	
					77.	Nawada	35	
					78.	Jehanabad	37	
					79.	Arwal	38	
7.	Raipur (221)	21.	Raipur	2210	80.	Raipur	11	Chhattisgarh (22)
					81.	Mahasamund	12	
					82.	Dhamtari	13	
					83.	Uttar Bastar Kanker	14	
					84.	Bastar	15	
					85.	Narayanpur	16	
					86.	Dakshin Bastar Dantewada	17	
					87.	Bijapur	18	
					88.	Balodabazar	19	

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
8.	Ahmedabad (241)	22.	Ambikapur	2211	89.	Gariyaband	20	Chhattisgarh
					90.	Kondagaon	21	(22)
					91.	Sukama	22	
					92.	Koriya	01	
					93.	Surguja	02	
					94.	Jashpur	03	
		23.	Bilaspur	2212	95.	Surajpur	26	
					96.	Balrampur	27	
					97.	Raigarh	04	
					98.	Korba	05	
					99.	Janjgir-Champa	06	
					100.	Bilaspur	07	
		24.	Durg	2213	101.	Mungeli	25	
					102.	Kabeerdham	08	
					103.	Rajnandgaon	09	
					104.	Durg	10	
					105.	Bemetara	23	
					106.	Balod	24	
9.	Vadodara (242)	25.	Ahmedabad	2410	107.	Gandhinagar	06	Gujarat
					108.	Ahmadabad	07	(24)
					109.	Amreli	13	
		26.	Bhavnagar	2411	110.	Bhavnagar	14	
					111.	Botad	28	
					112.	Diu	01	Daman & Diu (25)
		27.	Jamnagar	2412	113.	Jamnagar	10	Gujarat
					114.	Porbandar	11	(24)
					115.	Dev Bhumi-Dwarka	30	
		28.	Rajkot	2413	116.	Rajkot	09	
					117.	Junagadh	12	
					118.	Gir Somnath	31	
		29.	Surendranagar	2414	119.	Morbi	33	
					120.	Kachchh	01	
					121.	Surendranagar	08	
9.	Vadodara (242)	30.	Vadodara	2420	122.	Panch Mahals	17	Gujarat
					123.	Dohad	18	(24)
					124.	Vadodara	19	
					125.	Narmada	20	
					126.	Bharuch	21	
					127.	Chhota Udepur	29	
		31.	Mahesana	2421	128.	Mahisagar	32	
					129.	Banas Kantha	02	
					130.	Patan	03	
					131.	Mahesana	04	
		32.	Nadiad	2422	132.	Sabar Kantha	05	
					133.	Anand	15	

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					134.	Kheda	16	Gujarat (24)
					135.	Arvalli	27	
		33.	Surat	2423	136.	The Dangs	22	
					137.	Surat	25	
					138.	Tapi	26	
		34.	Valsad	2424	139.	Navsari	23	
					140.	Valsad	24	
					141.	Daman	02	Daman & Diu (25)
					142.	Dadra & Nagar Haveli	01	D & N Haveli (26)
10.	Panaji (301)	35.	Panaji	3010	143.	North Goa	01	Goa
					144.	South Goa	02	(30)
11.	Chandigarh (061)	36.	Chandigarh	0610	145.	Chandigarh	01	Chandigarh (04)
					146.	Panchkula	01	Haryana
		37.	Ambala	0611	147.	Ambala	02	(06)
					148.	Yamunanagar	03	
					149.	Kurukshetra	04	
					150.	Kaithal	05	
		38.	Hisar	0612	151.	Fatehabad	10	
					152.	Sirsa	11	
					153.	Hisar	12	
					154.	Bhiwani	13	
		39.	Karnal	0613	155.	Karnal	06	
					156.	Panipat	07	
					157.	Sonipat	08	
					158.	Jind	09	
		40.	Rohtak	0614	159.	Rohtak	14	
					160.	Jhajjar	15	
					161.	Mahendragarh	16	
					162.	Rewari	17	
		41.	Faridabad	0615	163.	Gurgaon	18	
					164.	Mewat	19	
					165.	Faridabad	20	
					166.	Palwal	21	
12.	Shimla (021)	42.	Shimla	0210	167.	Solan	09	Himachal Pradesh
					168.	Sirmaur	10	(02)
					169.	Shimla	11	
					170.	Kinnaur	12	
		43.	Hamirpur	0211	171.	Hamirpur	06	
					172.	Una	07	
					173.	Bilaspur	08	
		44.	Dharamshala	0212	174.	Chamba	01	
					175.	Kangra	02	
		45.	Mandi	0213	176.	Lahul & Spiti	03	
					177.	Kullu	04	
					178.	Mandi	05	

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
13.	Jammu (011)	46.	Jammu	0110	179.	Punch	05	Jammu &
					180.	Rajouri	06	Kashmir (01)
					181.	Kathua	07	
					182.	Jammu	21	
					183.	Samba	22	
		47.	Udhampur	0111	184.	Doda	16	
					185.	Ramban	17	
					186.	Kishtwar	18	
					187.	Udhampur	19	
					188.	Reasi	20	
14.	Srinagar (012)	48.	Srinagar	0120	189.	Badgam	02	Jammu &
					190.	Leh	03	Kashmir (01)
					191.	Kargil	04	
					192.	Srinagar	10	
					193.	Ganderbal	11	
		49.	Anantnag	0121	194.	Pulwama	12	
					195.	Shupiyan	13	
					196.	Anantnag	14	
					197.	Kulgam	15	
		50.	Baramula	0122	198.	Kupwara	01	
					199.	Baramula	08	
					200.	Bandipore	09	
15.	Ranchi (201)	51.	Ranchi	2010	201.	Lohardaga	11	Jharkhand
					202.	Ranchi	19	(20)
					203.	Khunti	20	
					204.	Gumla	21	
					205.	Simdega	22	
		52.	Dumka	2011	206.	Deoghar	05	
					207.	Godda	06	
					208.	Sahibganj	07	
					209.	Pakur	08	
					210.	Dumka	17	
		53.	Hazaribagh	2012	211.	Chatra	02	
					212.	Kodarma	03	
					213.	Hazaribagh	15	
					214.	Ramgarh	16	
		54.	Jamshedpur	2013	215.	Purbi Singhbhum	12	
					216.	Pashchimi Singhbhum	23	
					217.	Saraikela-Kharsawan	24	
		55.	Daltonganj	2014	218.	Garhwa	01	
					219.	Palamu	13	
					220.	Latehar	14	
		56.	Dhanbad	2015	221.	Giridih	04	
					222.	Dhanbad	09	
					223.	Bokaro	10	
					224.	Jamtara	18	

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
16.	Bangalore (291)	57.	Bangalore	2910	225.	Tumkur	17	Karnataka
					226.	Bangalore	18	(29)
					227.	Kolar	27	
					228.	Chikkaballapura	28	
					229.	Bangalore Rural	29	
					230.	Ramanagara	30	
		58.	Mangalore	2911	231.	Udupi	15	
					232.	Hassan	20	
					233.	Dakshina Kannada	21	
					234.	Kodagu	22	
		59.	Mysore	2912	235.	Mandya	19	
					236.	Mysore	23	
					237.	Chamarajanagar	24	
		60.	Shimoga	2913	238.	Shimoga	14	
					239.	Chikmagalur	16	
17.	Hubli (292)	61.	Hubli	2920	240.	Gadag	07	Karnataka
					241.	Dharwad	08	(29)
					242.	Uttara Kannada	09	
					243.	Haveri	10	
					244.	Davanagere	13	
		62.	Belgaum	2921	245.	Belgaum	01	
					246.	Bagalkot	02	
					247.	Bijapur	03	
		63.	Bellary	2922	248.	Raichur	05	
					249.	Koppal	06	
					250.	Bellary	11	
					251.	Chitradurga	12	
		64.	Gulbarga	2923	252.	Bidar	04	
					253.	Gulbarga	25	
					254.	Yadgir	26	
18.	Kozhikode(321)	65.	Kozhikode	3210	255.	Wayanad	03	Kerala
					256.	Kozhikode	04	(32)
					257.	Malappuram	05	
					258.	Mahe	03	Puducherry (34)
		66.	Kannur	3211	259.	Kasaragod	01	Kerala
					260.	Kannur	02	(32)
		67.	Palakkad	3212	261.	Palakkad	06	
		68.	Thrissur	3213	262.	Thrissur	07	
19.	Thiruvananthapuram (322)	69.	Thiruvananthapuram	3220	263.	Thiruvananthapuram	14	Kerala
		70.	Kochi	3221	264.	Ernakulam	08	(32)
					265.	Lakshadweep	01	Lakshadweep (31)
		71.	Kollam	3222	266.	Alappuzha	11	Kerala
					267.	Pathanamthitta	12	(32)

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		72.	Kottayam	3223	268.	Kollam	13	Kerala
					269.	Idukki	09	(32)
					270.	Kottayam	10	
20.	Bhopal (231)	73.	Bhopal	2310	271.	Vidisha	26	Madhya Pradesh
					272.	Bhopal	27	(23)
					273.	Sehore	28	
					274.	Raisen	29	
					275.	Hoshangabad	32	
		74.	Chhindwara	2311	276.	Betul	30	
					277.	Harda	31	
					278.	Chhindwara	38	
					279.	Balaghat	40	
		75.	Indore	2312	280.	Dhar	21	
					281.	Indore	22	
		76.	Khandwa	2313	282.	Khargone (West Nimar)	23	
					283.	Barwani	24	
					284.	Khandwa (East Nimar)	49	
					285.	Burhanpur	50	
21.	Gwalior (232)	77.	Gwalior	2320	286.	Sheopur	01	Madhya Pradesh
					287.	Morena	02	(23)
					288.	Bhind	03	
					289.	Gwalior	04	
					290.	Datia	05	
		78.	Ratlam	2321	291.	Neemuch	15	
					292.	Mandsaur	16	
					293.	Ratlam	17	
					294.	Jhabua	47	
					295.	Alirajpur	48	
		79.	Shivpuri	2322	296.	Shivpuri	06	
					297.	Tikamgarh	07	
					298.	Chhatarpur	08	
					299.	Guna	41	
					300.	Ashoknagar	42	
		80.	Ujjain	2323	301.	Ujjain	18	
					302.	Shajapur	19	
					303.	Dewas	20	
					304.	Rajgarh	25	
22.	Jabalpur (233)	81.	Jabalpur	2330	305.	Katni	33	Madhya Pradesh
					306.	Jabalpur	34	(23)
					307.	Dindori	36	
					308.	Mandla	37	
		82.	Rewa	2331	309.	Panna	09	
					310.	Satna	12	
					311.	Rewa	13	
					312.	Umaria	14	

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)
					313.	Shahdol	43	Madhya Pradesh
					314.	Anuppur	44	(23)
					315.	Sidhi	45	
					316.	Singrauli	46	
		83.	Sagar	2332	317.	Sagar	10	
					318.	Damoh	11	
					319.	Narsimhapur	35	
					320.	Seoni	39	
23.	Aurangabad (271)	84.	Aurangabad	2710	321.	Jalna	18	Maharashtra
					322.	Aurangabad	19	(27)
					323.	Bid	27	
		85.	Jalgaon	2711	324.	Nandurbar	01	
					325.	Dhule	02	
					326.	Jalgaon	03	
		86.	Nanded	2712	327.	Nanded	15	
					328.	Hingoli	16	
					329.	Parbhani	17	
					330.	Latur	28	
		87.	Nashik	2713	331.	Nashik	20	
24.	Mumbai (272)	88.	Mumbai	2720	332.	Mumbai Suburban	22	Maharashtra
					333.	Mumbai	23	(27)
		89.	Thane	2721	334.	Thane	21	
					335.	Raigarh	24	
25.	Nagpur (273)	90.	Nagpur	2730	336.	Wardha	08	Maharashtra
					337.	Nagpur	09	(27)
					338.	Bhandara	10	
					339.	Gondiya	11	
					340.	Gadchiroli	12	
					341.	Chandrapur	13	
		91.	Akola	2731	342.	Buldana	04	
					343.	Akola	05	
					344.	Washim	06	
		92.	Amravati	2732	345.	Amravati	07	
					346.	Yavatmal	14	
26.	Pune (274)	93.	Pune	2740	347.	Pune	25	Maharashtra
					348.	Ahmadnagar	26	(27)
					349.	Satara	31	
					350.	Ratnagiri	32	
		94.	Kolhapur	2741	351.	Sindhudurg	33	
					352.	Kolhapur	34	
					353.	Sangli	35	
		95.	Solapur	2742	354.	Osmanabad	29	
					355.	Solapur	30	

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
27.	Shillong (171)	96.	Shillong	1710	356.	West Khasi Hills	04	Meghalaya (17)
					357.	Ribhoi	05	
					358.	East Khasi Hills	06	
					359.	Jaintia Hills	07	
		97.	Tura	1711	360.	West Garo Hills	01	
					361.	East Garo Hills	02	
					362.	South Garo Hills	03	
		98.	Agartala	1712	363.	West Tripura	01	Tripura (16)
					364.	South Tripura	02	
					365.	Dhalai	03	
					366.	North Tripura	04	
		99.	Kohima	1310	367.	Mon	01	Nagaland (13)
					368.	Mokokchung	02	
					369.	Zunheboto	03	
					370.	Wokha	04	
					371.	Dimapur	05	
					372.	Phek	06	
					373.	Tuensang	07	
					374.	Longleng	08	
					375.	Kiphire	09	
					376.	Kohima	10	
					377.	Peren	11	
		100.	Imphal	1311	378.	Senapati	01	Manipur (14)
					379.	Tamenglong	02	
					380.	Churachandpur	03	
					381.	Bishnupur	04	
					382.	Thoubal	05	
					383.	Imphal West	06	
					384.	Imphal East	07	
					385.	Ukhrul	08	
					386.	Chandel	09	
29.	Bhubaneswar (211)	101.	Bhubaneswar	2110	387.	Nayagarh	16	Odisha (21)
					388.	Khordha	17	
					389.	Puri	18	
		102.	Baripada	2111	390.	Kendujhar	06	
					391.	Mayurbhanj	07	
					392.	Baleshwar	08	
		103.	Berhampur	2112	393.	Ganjam	19	
					394.	Gajapati	20	
					395.	Kandhamal	21	
					396.	Baudh	22	
		104.	Cuttack	2113	397.	Bhadrak	09	
					398.	Kendrapara	10	
					399.	Jagatsinghapur	11	
					400.	Cuttack	12	
					401.	Jajapur	13	

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
30.	Sambalpur (212)	105. Sambalpur	2120	402.	Dhenkanal	14	Odisha	(21)
				403.	Anugul	15		
				404.	Bargarh	01	Odisha	(21)
				405.	Jharsuguda	02		
				406.	Sambalpur	03		
				407.	Debagarh	04		
				408.	Sundargarh	05		
				409.	Subarnapur	23		
		106. Bhawanipatna	2121	410.	Balangir	24		
				411.	Nuapada	25		
				412.	Kalahandi	26		
				413.	Rayagada	27		
				414.	Nabarangapur	28		
				415.	Koraput	29		
				416.	Malkangiri	30		
31.	Jalandhar (031)	107. Jalandhar	0310	417.	Kapurthala	02	Punjab	(03)
				418.	Jalandhar	03		
				419.	Shahid Bhagat Singh Nagar	05		
				420.	Pathankot	21		
		108. Amritsar	0311	421.	Gurdaspur	01		
				422.	Amritsar	15		
		109. Hoshiarpur	0312	423.	Hoshiarpur	04		
				424.	Tarn Taran	16		
32.	Mohali (032)	110. Mohali	0320	425.	Fatehgarh Sahib	06	Punjab	(03)
				426.	Patiala	14		
				427.	Rupnagar	17		
				428.	Sahibzada Ajit Singh Nagar	18		
		111. Ludhiana	0321	429.	Ludhiana	07		
				430.	Sangrur	19		
				431.	Barnala	20		
				432.	Muktsar	10		
		112. Bhatinda	0322	433.	Bhatinda	12		
				434.	Mansa	13		
				435.	Moga	08		
				436.	Firozpur	09		
		113. Faridkot	0323	437.	Faridkot	11		
				438.	Fazilka	22		
33.	Ajmer (081)	114. Ajmer	0810	439.	Nagaur	14	Rajasthan	(08)
				440.	Ajmer	21		
				441.	Bhilwara	24		
		115. Jodhpur	0811	442.	Jodhpur	15		
				443.	Jaisalmer	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)
34.	Jaipur (082)	116. Udaipur	0812	444.	Barmer	17	Rajasthan	(08)
				445.	Jalor	18		
				446.	Pali	20		
				447.	Sirohi	19		
				448.	Rajsamand	25		
				449.	Dungarpur	26		
				450.	Banswara	27		
				451.	Chittaurgarh	28		
				452.	Udaipur	32		
				453.	Pratapgarh	33		
		117. Jaipur	0820	454.	Churu	04	Rajasthan	(08)
				455.	Jhunjhunun	05		
				456.	Dausa	11		
				457.	Jaipur	12		
				458.	Sikar	13		
				459.	Tonk	22		
		118. Alwar	0821	460.	Alwar	06		
				461.	Bharatpur	07		
				462.	Dhaulpur	08		
		119. Sri Ganganagar	0822	463.	Sri Ganganagar	01		
				464.	Hanumangarh	02		
		120. Kota	0823	465.	Bikaner	03		
				466.	Karauli	09		
				467.	Sawai Madhopur	10		
				468.	Bundi	23		
				469.	Kota	29		
				470.	Baran	30		
				471.	Jhalawar	31		
35.	Gangtok (111)	121. Gangtok	1110	472.	North District	01	Sikkim	(11)
				473.	West District	02		
				474.	South District	03		
				475.	East District	04		
36.	Coimbatore (331)	122. Coimbatore	3310	476.	Erode	09	Tamil Nadu	(33)
				477.	The Nilgiris	10		
				478.	Coimbatore	31		
				479.	Tiruppur	32		
		123. Dharmapuri	3311	480.	Dharmapuri	29		
				481.	Krishnagiri	30		
		124. Salem	3312	482.	Salem	07		
				483.	Namakkal	08		
		125. Tiruchirappalli	3313	484.	Karur	12		
				485.	Tiruchirappalli	13		
				486.	Perambalur	14		
				487.	Ariyalur	15		
				488.	Pudukkottai	20		
37.	Chennai (332)	126. Chennai	3320	489.	Thiruvallur	01	Tamil Nadu	(33)
				490.	Chennai	02		

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
38.	Madurai (333)	127. Cuddalore		3321	491.	Kancheepuram	03	Tamil Nadu (33)
					492.	Viluppuram	06	
					493.	Cuddalore	16	
		128. Vellore		3322	494.	Vellore	04	
					495.	Tiruvannamalai	05	
		129. Puducherry		3323	496.	Puducherry	02	Puducherry (34)
					497.	Karaikal	04	
					498.	Dindigul	11	Tamil Nadu (33)
		130. Madurai		3330	499.	Madurai	22	
					500.	Theni	23	
					501.	Nagapattinam	17	
					502.	Thiruvavarur	18	
					503.	Thanjavur	19	
		132. Tirunelveli		3332	504.	Thoothukkudi	26	
					505.	Tirunelveli	27	
					506.	Kanniyakumari	28	
		133. Virudhunagar		3333	507.	Sivaganga	21	
					508.	Virudhunagar	24	
					509.	Ramanathapuram	25	
					510.	Yadadri	20	Telangana (36)
39.	Hyderabad (361)	134. Hyderabad		3610	511.	Medchal-Malkajgiri	21	
					512.	Hyderabad	22	
					513.	Rangareddy	23	
					514.	Vikarabad	24	
					515.	Mahbubnagar	25	
					516.	Jogulamba	26	
					517.	Wanaparthi	27	
					518.	Nagarkurnool	28	
					519.	Nalgonda	29	
					520.	Suryapet	30	
		135. Karimnagar		3611	521.	Jagtial	06	
					522.	Peddapalli	07	
					523.	Karimnagar	13	
					524.	Rajanna	14	
					525.	Sangareddy	16	
					526.	Medak	17	
					527.	Siddipet	18	
		136. Nizamabad		3612	528.	Adilabad	01	
					529.	Komaram Bheem	02	
					530.	Mancheri	03	
					531.	Nirmal	04	
					532.	Nizamabad	05	
					533.	Kamareddy	15	
		137. Warangal		3613	534.	Jayashankar	08	
					535.	Bhadradi	09	
					536.	Mahabubabad	10	

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
					537.	Warangal Rural	11	Telangana
					538.	Warangal Urban	12	(36)
					539.	Jangaon	19	
					540.	Khammam	31	
40.	Dehradun (051)	138. Dehradun		0510	541.	Uttarkashi	01	Uttarakhand
					542.	Chamoli	02	(05)
					543.	Rudraprayag	03	
					544.	Tehri Garhwal	04	
					545.	Dehradun	05	
					546.	Garhwal	06	
					547.	Hardwar	13	
		139. Almora		0511	548.	Pithoragarh	07	
					549.	Bageshwar	08	
					550.	Almora	09	
					551.	Champawat	10	
					552.	Nainital	11	
					553.	Udham Singh Nagar	12	
41.	Agra (091)	140. Agra		0910	554.	Mathura	14	Uttar Pradesh
					555.	Agra	15	(09)
					556.	Firozabad	16	
					557.	Mainpuri	17	
					558.	Farrukhabad	28	
					559.	Kannauj	29	
					560.	Etawah	30	
					561.	Auraiya	31	
		141. Aligarh		0911	562.	Bulandshahr	11	
					563.	Aligarh	12	
					564.	Mahamaya Nagar	13	
					565.	Etah	70	
					566.	Kanshiram Nagar	71	
		142. Meerut		0912	567.	Meerut	07	
					568.	Baghpat	08	
					569.	Ghaziabad	09	
					570.	Gautam Buddha Nagar	10	
42.	Allahabad (092)	143. Allahabad		0920	571.	Pratapgarh	42	Uttar Pradesh
					572.	Kaushambi	43	(09)
					573.	Allahabad	44	
		144. Azamgarh		0921	574.	Azamgarh	60	
					575.	Mau	61	
					576.	Ballia	62	
					577.	Jaunpur	63	
		145. Faizabad		0922	578.	Faizabad	46	
					579.	Ambedkar Nagar	47	
					580.	Sultanpur	48	
					581.	Siddharthnagar	53	
					582.	Basti	54	

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
43.	Bareilly (093)	146. Gorakhpur	0923	583.	Sant Kabir Nagar	55	Uttar Pradesh (09)	
				584.	Mahrajganj	56		
				585.	Gorakhpur	57		
				586.	Kushinagar	58		
		147. Varanasi	0924	587.	Deoria	59		
				588.	Ghazipur	64		
				589.	Chandauli	65		
				590.	Varanasi	66		
				591.	Sant Ravidas Nagar (Bhadohi)	67		
				592.	Mirzapur	68		
				593.	Sonbhadra	69		
		148. Bareilly	0930	594.	Budaun	18	Uttar Pradesh (09)	
				595.	Bareilly	19		
				596.	Pilibhit	20		
				597.	Shahjahanpur	21		
		149. Moradabad	0931	598.	Bijnor	03		
				599.	Moradabad	04		
				600.	Rampur	05		
				601.	Jyotiba Phule Nagar	06		
		150. Saharanpur	0932	602.	Saharanpur	01		
				603.	Muzaffarnagar	02		
		151. Sitapur	0933	604.	Kheri	22		
				605.	Sitapur	23		
				606.	Hardoi	24		
44.	Lucknow (094)	152. Lucknow	0940	607.	Unnao	25	Uttar Pradesh (09)	
				608.	Lucknow	26		
				609.	Bara Banki	45		
		153. Fatehpur	0941	610.	Rae Bareli	27		
				611.	Banda	39		
				612.	Chitrakoot	40		
				613.	Fatehpur	41		
		154. Gonda	0942	614.	Bahraich	49		
				615.	Shrawasti	50		
				616.	Balrampur	51		
				617.	Gonda	52		
		155. Jhansi	0943	618.	Jalaun	34		
				619.	Jhansi	35		
				620.	Lalitpur	36		
				621.	Hamirpur	37		
				622.	Mahoba	38		
		156. Kanpur	0944	623.	Kanpur Dehat	32		
				624.	Kanpur Nagar	33		
45.	Barddhaman (191)	157. Barddhaman	1910	625.	Purba Barddhaman	09	West Bengal (19)	
				626.	Paschim Barddhaman	23		
		158. Bankura	1911	627.	Bankura	13		

regional office		sub-regional office			name of district & code			state/u.t. name &
sl. no	name (code)	sl. no.	name	code	sl. no.	name	code	code
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		159. Chinsura		1912	628.	Puruliya	14	West Bengal
					629.	Nadia	10	(19)
		160. Medinipur		1913	630.	Hugli	12	
					631.	Paschim Medinipur	18	
					632.	Purba Medinipur	19	
					633.	Jhargram	22	
46.	Kolkata (192)	161. Kolkata		1920	634.	North Twenty Four Parganas	11	West Bengal (19)
					635.	Kolkata	16	
					636.	South Twenty Four Parganas	17	
		162. Howrah		1921	637.	Haora	15	
47.	Maldah (193)	163. Maldah		1930	638.	Uttar Dinajpur	04	West Bengal (19)
					639.	Dakshin Dinajpur	05	
					640.	Maldah	06	
		164. Barhampur		1931	641.	Murshidabad	07	
					642.	Birbhum	08	
		165. Siliguri		1932	643.	Darjiling	01	
					644.	Jalpaiguri	02	
					645.	Koch Bihar	03	
					646.	Alipurduar	20	
					647.	Kalimpong	21	
48.	Port Blair (351)	166. Port Blair		3510	648.	Nicobars	01	A & N Islands (35)
					649.	North & Middle Andaman	02	
					650.	South Andaman	03	
49.	Delhi (071)	167. Delhi		0710	651.	North West	01	Delhi (07)
					652.	North	02	
					653.	North East	03	
					654.	East	04	
					655.	New Delhi	05	
					656.	Central	06	
					657.	West	07	
					658.	South West	08	
					659.	South	09	

APPENDIX - II**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)
7.		182	Plains Western	40.	Kokrajhar	(01)
				41.	Dhubri	(02)
				42.	Goalpara	(03)
				43.	Barpeta	(04)
				44.	Bongaigaon	(20)

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.	Chirang	(21)
				46.	Kamrup	(22)
				47.	Kamrup Metropolitan	(23)
				48.	Nalbari	(24)
				49.	Baksa	(25)
8.		183	Cachar Plain	50.	Karbi Anglong	(15)
				51.	Dima Hasao	(16)
				52.	Cachar	(17)
				53.	Karimganj	(18)
				54.	Hailakandi	(19)
9.		184	Central Brahmaputra Plains	55.	Morigaon	(05)
				56.	Nagaon	(06)
				57.	Sonitpur	(07)
				58.	Darrang	(26)
				59.	Udalguri	(27)
10.	Bihar (10)	101	Northern	60.	Pashchim Champaran	(01)
				61.	Purba Champaran	(02)
				62.	Sheohar	(03)
				63.	Sitamarhi	(04)
				64.	Madhubani	(05)
				65.	Supaul	(06)
				66.	Araria	(07)
				67.	Kishanganj	(08)
				68.	Purnia	(09)
				69.	Katihar	(10)
				70.	Madhepura	(11)
				71.	Saharsa	(12)
				72.	Darbhanga	(13)
				73.	Muzaffarpur	(14)
				74.	Gopalganj	(15)
				75.	Siwan	(16)
				76.	Saran	(17)
				77.	Vaishali	(18)
				78.	Samastipur	(19)
				79.	Begusarai	(20)
				80.	Khagaria	(21)
11.		102	Central	81.	Bhagalpur	(22)
				82.	Banka	(23)
				83.	Munger	(24)
				84.	Lakhisarai	(25)
				85.	Sheikhpura	(26)
				86.	Nalanda	(27)
				87.	Patna	(28)
				88.	Bhojpur	(29)
				89.	Buxar	(30)
				90.	Kaimur (Bhabua)	(31)
				91.	Rohtas	(32)
				92.	Aurangabad	(33)
				93.	Gaya	(34)
				94.	Nawada	(35)
				95.	Jamui	(36)
				96.	Jehanabad	(37)
				97.	Arwal	(38)

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)
12.	Chandigarh (04)	041	Chandigarh	98.	Chandigarh	(01)
13.	Chhattisgarh (22)	221	Northern Chhattisgarh	99.	Koriya	(01)
				100.	Surguja	(02)
				101.	Surajpur	(26)
				102.	Balrampur	(27)
14.		222	Mahanadi Basin	103.	Jashpur	(03)
				104.	Raigarh	(04)
				105.	Korba	(05)
				106.	Janjgir-Champa	(06)
				107.	Bilaspur	(07)
				108.	Kabeerdham	(08)
				109.	Rajnandgaon	(09)
				110.	Durg	(10)
				111.	Raipur	(11)
				112.	Mahasamund	(12)
				113.	Dhamtari	(13)
				114.	Balodabazar	(19)
				115.	Gariyaband	(20)
				116.	Bemetara	(23)
				117.	Balod	(24)
				118.	Mungeli	(25)
15.		223	Southern Chhattisgarh	119.	Uttar Bastar Kanker	(14)
				120.	Bastar	(15)
				121.	Narayanpur	(16)
				122.	Dakshin Bastar Dantewada	(17)
				123.	Bijapur	(18)
				124.	Kondagaon	(21)
				125.	Sukama	(22)
16.	Dadra & Nagar Haveli (26)	261	Dadra & Nagar Haveli	126.	Dadra & Nagar Haveli	(01)
17.	Daman & Diu (25)	251	Daman & Diu	127.	Diu	(01)
				128.	Daman	(02)
18.	Delhi (07)	071	Delhi	129.	North West	(01)
				130.	North	(02)
				131.	North East	(03)
				132.	East	(04)
				133.	New Delhi	(05)
				134.	Central	(06)
				135.	West	(07)
				136.	South West	(08)
				137.	South	(09)
19.	Goa (30)	301	Goa	138.	North Goa	(01)
				139.	South Goa	(02)
20.	Gujarat (24)	241	South Eastern	140.	Panch Mahals	(17)
				141.	Dohad	(18)
				142.	Vadodara	(19)
				143.	Narmada	(20)

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)
				144.	Bharuch	(21)
				145.	The Dangs	(22)
				146.	Navsari	(23)
				147.	Valsad	(24)
				148.	Surat	(25)
				149.	Tapi	(26)
				150.	Chhota Udepur	(29)
				151.	Mahisagar	(32)
21.		242	Plains Northern	152.	Mahesana	(04)
				153.	Sabar Kantha	(05)
				154.	Gandhinagar	(06)
				155.	Ahmadabad	(07)
				156.	Anand	(15)
				157.	Kheda	(16)
				158.	Arvali	(27)
22.		243	Dry areas	159.	Banas Kantha	(02)
				160.	Patan	(03)
23.		244	Kachchh	161.	Kachchh	(01)
24.		245	Saurashtra	162.	Surendranagar	(08)
				163.	Rajkot	(09)
				164.	Jamnagar	(10)
				165.	Porbandar	(11)
				166.	Junagadh	(12)
				167.	Amreli	(13)
				168.	Bhavnagar	(14)
				169.	Botad	(28)
				170.	Dev Bhumi-Dwarka	(30)
				171.	Gir Somnath	(31)
				172.	Morbi	(33)
25.	Haryana (06)	061	Eastern	173.	Panchkula	(01)
				174.	Ambala	(02)
				175.	Yamunanagar	(03)
				176.	Kurukshetra	(04)
				177.	Kaithal	(05)
				178.	Karnal	(06)
				179.	Panipat	(07)
				180.	Sonipat	(08)
				181.	Rohtak	(14)
				182.	Jhajjar	(15)
				183.	Gurgaon	(18)
				184.	Mewat	(19)
				185.	Faridabad	(20)
				186.	Palwal	(21)
26.		062	Western	187.	Jind	(09)
				188.	Fatehabad	(10)
				189.	Sirsa	(11)
				190.	Hisar	(12)
				191.	Bhiwani	(13)
				192.	Mahendragarh	(16)
				193.	Rewari	(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)
27.	Himachal Pradesh (02)	021	Central	194.	Kangra	(02)
				195.	Kullu	(04)
				196.	Mandi	(05)
				197.	Hamirpur	(06)
				198.	Una	(07)
28.		022	Trans Himalayan & Southern	199.	Chamba	(01)
				200.	Lahul & Spiti	(03)
				201.	Bilaspur	(08)
				202.	Solan	(09)
				203.	Sirmaur	(10)
				204.	Shimla	(11)
				205.	Kinnaur	(12)
29.	Jammu & Kashmir (01)	011	Mountainous	206.	Kathua	(07)
				207.	Jammu	(21)
				208.	Samba	(22)
30.		012	Outer Hills	209.	Punch	(05)
				210.	Rajouri	(06)
				211.	Doda	(16)
				212.	Ramban	(17)
				213.	Kishtwar	(18)
				214.	Udhampur	(19)
				215.	Reasi	(20)
31.		013	Jhelam Valley	216.	Kupwara	(01)
				217.	Badgam	(02)
				218.	Baramula	(08)
				219.	Bandipore	(09)
				220.	Srinagar	(10)
				221.	Ganderbal	(11)
				222.	Pulwama	(12)
				223.	Shupiyan	(13)
				224.	Anantnag	(14)
				225.	Kulgam	(15)
32.		014	Ladakh	226.	Leh	(03)
				227.	Kargil	(04)
33.	Jharkhand (20)	201	Ranchi Plateau	228.	Garhwa	(01)
				229.	Lohardaga	(11)
				230.	Purbi Singhbhum	(12)
				231.	Palamu	(13)
				232.	Latehar	(14)
				233.	Ranchi	(19)
				234.	Khunti	(20)
				235.	Gumla	(21)
				236.	Simdega	(22)
				237.	Pashchimi Singhbhum	(23)
				238.	Saraikela-Kharsawan	(24)
34.		202	Hazaribagh Plateau	239.	Chatra	(02)
				240.	Kodarma	(03)
				241.	Giridih	(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)
				242.	Deoghar	(05)
				243.	Godda	(06)
				244.	Sahibganj	(07)
				245.	Pakur	(08)
				246.	Dhanbad	(09)
				247.	Bokaro	(10)
				248.	Hazaribagh	(15)
				249.	Ramgarh	(16)
				250.	Dumka	(17)
				251.	Jamtara	(18)
35.	Karnataka (29)	291	Coastal & Ghats	252.	Uttara Kannada	(09)
				253.	Udupi	(15)
				254.	Dakshina Kannada	(21)
36.		292	Inland Eastern	255.	Shimoga	(14)
				256.	Chikmagalur	(16)
				257.	Hassan	(20)
				258.	Kodagu	(22)
37.		293	Inland Southern	259.	Tumkur	(17)
				260.	Bangalore	(18)
				261.	Mandya	(19)
				262.	Mysore	(23)
				263.	Chamarajanagar	(24)
				264.	Kolar	(27)
				265.	Chikkaballapura	(28)
				266.	Bangalore Rural	(29)
				267.	Ramanagara	(30)
38.		294	Inland Northern	268.	Belgaum	(01)
				269.	Bagalkot	(02)
				270.	Bijapur	(03)
				271.	Bidar	(04)
				272.	Raichur	(05)
				273.	Koppal	(06)
				274.	Gadag	(07)
				275.	Dharwad	(08)
				276.	Haveri	(10)
				277.	Bellary	(11)
				278.	Chitradurga	(12)
				279.	Davanagere	(13)
				280.	Gulbarga	(25)
				281.	Yadgir	(26)
39.	Kerala (32)	321	Northern	282.	Kasaragod	(01)
				283.	Kannur	(02)
				284.	Wayanad	(03)
				285.	Kozhikode	(04)
				286.	Malappuram	(05)
				287.	Palakkad	(06)
40.		322	Southern	288.	Thrissur	(07)
				289.	Ernakulam	(08)
				290.	Idukki	(09)
				291.	Kottayam	(10)
				292.	Alappuzha	(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)
				293.	Pathanamthitta	(12)
				294.	Kollam	(13)
				295.	Thiruvananthapuram	(14)
41.	Lakshadweep (31)	311	Lakshadweep	296.	Lakshadweep	(01)
42.	Madhya Pradesh (23)	231	Vindhya	297.	Tikamgarh	(07)
				298.	Chhatarpur	(08)
				299.	Panna	(09)
				300.	Satna	(12)
				301.	Rewa	(13)
				302.	Umaria	(14)
				303.	Shahdol	(43)
				304.	Anuppur	(44)
				305.	Sidhi	(45)
				306.	Singrauli	(46)
43.		232	Central	307.	Sagar	(10)
				308.	Damoh	(11)
				309.	Vidisha	(26)
				310.	Bhopal	(27)
				311.	Sehore	(28)
				312.	Raisen	(29)
44.		233	Malwa	313.	Neemuch	(15)
				314.	Mandsaur	(16)
				315.	Ratlam	(17)
				316.	Ujjain	(18)
				317.	Shajapur	(19)
				318.	Dewas	(20)
				319.	Dhar	(21)
				320.	Indore	(22)
				321.	Rajgarh	(25)
				322.	Jhabua	(47)
				323.	Alirajpur	(48)
45.		234	South	324.	Katni	(33)
				325.	Jabalpur	(34)
				326.	Narsimhapur	(35)
				327.	Dindori	(36)
				328.	Mandla	(37)
				329.	Chhindwara	(38)
				330.	Seoni	(39)
				331.	Balaghat	(40)
46.		235	South Western	332.	Khargone (West Nimar)	(23)
				333.	Barwani	(24)
				334.	Betul	(30)
				335.	Harda	(31)
				336.	Hoshangabad	(32)
				337.	Khandwa (East Nimar)	(49)
				338.	Burhanpur	(50)
47.		236	Northern	339.	Sheopur	(01)

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)
				340.	Morena	(02)
				341.	Bhind	(03)
				342.	Gwalior	(04)
				343.	Datia	(05)
				344.	Shivpuri	(06)
				345.	Guna	(41)
				346.	Ashoknagar	(42)
48.	Maharashtra (27)	271	Coastal	347.	Thane	(21)
				348.	Mumbai Suburban	(22)
				349.	Mumbai	(23)
				350.	Raigarh	(24)
				351.	Ratnagiri	(32)
				352.	Sindhudurg	(33)
49.		272	Inland Western	353.	Pune	(25)
				354.	Ahmadnagar	(26)
				355.	Solapur	(30)
				356.	Satara	(31)
				357.	Kolhapur	(34)
				358.	Sangli	(35)
50.		273	Inland Northern	359.	Nandurbar	(01)
				360.	Dhule	(02)
				361.	Jalgaon	(03)
				362.	Nashik	(20)
51.		274	Inland Central	363.	Nanded	(15)
				364.	Hingoli	(16)
				365.	Parbhani	(17)
				366.	Jalna	(18)
				367.	Aurangabad	(19)
				368.	Bid	(27)
				369.	Latur	(28)
				370.	Osmanabad	(29)
52.		275	Inland Eastern	371.	Buldana	(04)
				372.	Akola	(05)
				373.	Washim	(06)
				374.	Amravati	(07)
				375.	Wardha	(08)
				376.	Nagpur	(09)
				377.	Yavatmal	(14)
53.		276	Eastern	378.	Bhandara	(10)
				379.	Gondiya	(11)
				380.	Gadchiroli	(12)
				381.	Chandrapur	(13)
54.	Manipur (14)	141	Plains	382.	Bishnupur	(04)
				383.	Thoubal	(05)
				384.	Imphal West	(06)
				385.	Imphal East	(07)
55.		142	Hills	386.	Senapati	(01)
				387.	Tamenglong	(02)

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)
				388.	Churachandpur	(03)
				389.	Ukhrul	(08)
				390.	Chandel	(09)
56.	Meghalaya (17)	171	Meghalaya	391.	West Garo Hills	(01)
				392.	East Garo Hills	(02)
				393.	South Garo Hills	(03)
				394.	West Khasi Hills	(04)
				395.	Ribhoi	(05)
				396.	East Khasi Hills	(06)
				397.	Jaintia Hills	(07)
57.	Mizoram (15)	151	Mizoram	398.	Mamit	(01)
				399.	Kolasib	(02)
				400.	Aizwal	(03)
				401.	Champhai	(04)
				402.	Serchhip	(05)
				403.	Lunglei	(06)
				404.	Lawngtlai	(07)
				405.	Saiha	(08)
58.	Nagaland (13)	131	Nagaland	406.	Mon	(01)
				407.	Mokokchung	(02)
				408.	Zunheboto	(03)
				409.	Wokha	(04)
				410.	Dimapur	(05)
				411.	Phek	(06)
				412.	Tuensang	(07)
				413.	Longleng	(08)
				414.	Kiphire	(09)
				415.	Kohima	(10)
				416.	Peren	(11)
59.	Odisha (21)	211	Coastal	417.	Baleshwar	(08)
				418.	Bhadrak	(09)
				419.	Kendrapara	(10)
				420.	Jagatsinghapur	(11)
				421.	Cuttack	(12)
				422.	Jajapur	(13)
				423.	Nayagarh	(16)
				424.	Khordha	(17)
				425.	Puri	(18)
60.		212	Southern	426.	Ganjam	(19)
				427.	Gajapati	(20)
				428.	Kandhamal	(21)
				429.	Baudh	(22)
				430.	Subarnapur	(23)
				431.	Balangir	(24)
				432.	Nuapada	(25)
				433.	Kalahandi	(26)
				434.	Rayagada	(27)
				435.	Nabarangapur	(28)
				436.	Koraput	(29)

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)
				437.	Malkangiri	(30)
61.		213	Northern	438.	Bargarh	(01)
				439.	Jharsuguda	(02)
				440.	Sambalpur	(03)
				441.	Debagarh	(04)
				442.	Sundargarh	(05)
				443.	Kendujhar	(06)
				444.	Mayurbhanj	(07)
				445.	Dhenkanal	(14)
				446.	Anugul	(15)
62.	Puducherry (34)	341	Puducherry	447.	Yanam	(01)
				448.	Puducherry	(02)
				449.	Mahe	(03)
				450.	Karaikal	(04)
63.	Punjab (03)	031	Northern	451.	Gurdaspur	(01)
				452.	Kapurthala	(02)
				453.	Jalandhar	(03)
				454.	Hoshiarpur	(04)
				455.	Shahid Bhagat Singh Nagar	(05)
				456.	Amritsar	(15)
				457.	Tarn Taran	(16)
				458.	Rupnagar	(17)
				459.	Sahibzada Ajit Singh Nagar	(18)
				460.	Pathankot	(21)
64.		032	Southern	461.	Fatehgarh Sahib	(06)
				462.	Ludhiana	(07)
				463.	Moga	(08)
				464.	Firozpur	(09)
				465.	Muktsar	(10)
				466.	Faridkot	(11)
				467.	Bhatinda	(12)
				468.	Mansa	(13)
				469.	Patiala	(14)
				470.	Sangrur	(19)
				471.	Barnala	(20)
				472.	Fazilka	(22)
65.	Rajasthan (08)	081	Western	473.	Bikaner	(03)
				474.	Jodhpur	(15)
				475.	Jaisalmer	(16)
				476.	Barmer	(17)
				477.	Jalor	(18)
				478.	Sirohi	(19)
				479.	Pali	(20)
66.		082	North-Eastern	480.	Alwar	(06)
				481.	Bharatpur	(07)
				482.	Dhaulpur	(08)
				483.	Karauli	(09)
				484.	Sawai Madhopur	(10)

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.	Dausa	(11)
				486.	Jaipur	(12)
				487.	Ajmer	(21)
				488.	Tonk	(22)
				489.	Bhilwara	(24)
67.		083	Southern	490.	Rajsamand	(25)
				491.	Dungarpur	(26)
				492.	Banswara	(27)
				493.	Udaipur	(32)
68.		084	South-Eastern	494.	Bundi	(23)
				495.	Chittaurgarh	(28)
				496.	Kota	(29)
				497.	Baran	(30)
				498.	Jhalawar	(31)
				499.	Pratapgarh	(33)
69.		085	Northern	500.	Sri Ganganagar	(01)
				501.	Hanumangarh	(02)
				502.	Churu	(04)
				503.	Jhunjhunun	(05)
				504.	Sikar	(13)
				505.	Nagaur	(14)
70.	Sikkim (11)	111	Sikkim	506.	North District	(01)
				507.	West District	(02)
				508.	South District	(03)
				509.	East District	(04)
71.	Tamil Nadu (33)	331	Coastal Northern	510.	Thiruvallur	(01)
				511.	Chennai	(02)
				512.	Kancheepuram	(03)
				513.	Vellore	(04)
				514.	Tiruvannamalai	(05)
				515.	Viluppuram	(06)
				516.	Cuddalore	(16)
72.		332	Coastal	517.	Karur	(12)
				518.	Tiruchirappalli	(13)
				519.	Perambalur	(14)
				520.	Ariyalur	(15)
				521.	Nagapattinam	(17)
				522.	Thiruvarur	(18)
				523.	Thanjavur	(19)
				524.	Pudukkottai	(20)
73.		333	Southern	525.	Dindigul	(11)
				526.	Sivaganga	(21)
				527.	Madurai	(22)
				528.	Theni	(23)
				529.	Virudhunagar	(24)
				530.	Ramanathapuram	(25)
				531.	Thoothukkudi	(26)
				532.	Tirunelveli	(27)

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)
				533.	Kanniyakumari	(28)
74.		334	Inland	534.	Salem	(07)
				535.	Namakkal	(08)
				536.	Erode	(09)
				537.	The Nilgiris	(10)
				538.	Dharmapuri	(29)
				539.	Krishnagiri	(30)
				540.	Coimbatore	(31)
				541.	Tiruppur	(32)
75.	Telangana (36)	361	Inland North Western	542.	Adilabad	(01)
				543.	Komaram Bheem	(02)
				544.	Mancherial	(03)
				545.	Nirmal	(04)
				546.	Nizamabad	(05)
				547.	Kamareddy	(15)
				548.	Sangareddy	(16)
				549.	Medak	(17)
				550.	Siddipet	(18)
				551.	Medchal-Malkajgiri	(21)
				552.	Hyderabad	(22)
				553.	Rangareddy	(23)
				554.	Vikarabad	(24)
				555.	Mahbubnagar	(25)
				556.	Jogulamba	(26)
				557.	Wanaparthy	(27)
				558.	Nagarkurnool	(28)
76.		362	Inland North Eastern	559.	Jagtial	(06)
				560.	Peddapalli	(07)
				561.	Jayashankar	(08)
				562.	Bhadradi	(09)
				563.	Mahabubabad	(10)
				564.	Warangal Rural	(11)
				565.	Warangal Urban	(12)
				566.	Karimnagar	(13)
				567.	Rajanna	(14)
				568.	Jangaon	(19)
				569.	Yadadri	(20)
				570.	Nalgonda	(29)
				571.	Suryapet	(30)
				572.	Khammam	(31)
77.	Tripura (16)	161	Tripura	573.	West Tripura	(01)
				574.	South Tripura	(02)
				575.	Dhalai	(03)
				576.	North Tripura	(04)
78.	Uttarakhand (05)	051	Uttarakhand	577.	Uttarkashi	(01)
				578.	Chamoli	(02)
				579.	Rudraprayag	(03)
				580.	Tehri Garhwal	(04)
				581.	Dehradun	(05)
				582.	Garhwal	(06)
				583.	Pithoragarh	(07)
				584.	Bageshwar	(08)
				585.	Almora	(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)
				586.	Champawat	(10)
				587.	Nainital	(11)
				588.	Udham Singh Nagar	(12)
				589.	Hardwar	(13)
79.	Uttar Pradesh (09)	091	Northern Upper Ganga Plains	590.	Saharanpur	(01)
				591.	Muzaffarnagar	(02)
				592.	Bijnor	(03)
				593.	Moradabad	(04)
				594.	Rampur	(05)
80.		092	Central	595.	Jyotiba Phule Nagar	(06)
				596.	Meerut	(07)
				597.	Baghpat	(08)
				598.	Ghaziabad	(09)
				599.	Gautam Buddha Nagar	(10)
				600.	Sitapur	(23)
				601.	Hardoi	(24)
				602.	Unnao	(25)
				603.	Lucknow	(26)
				604.	Rae Bareli	(27)
				605.	Kanpur Dehat	(32)
				606.	Kanpur Nagar	(33)
				607.	Fatehpur	(41)
				608.	Bara Banki	(45)
81.		093	Eastern	609.	Pratapgarh	(42)
				610.	Kaushambi	(43)
				611.	Allahabad	(44)
				612.	Faizabad	(46)
				613.	Ambedkar Nagar	(47)
				614.	Sultanpur	(48)
				615.	Bahraich	(49)
				616.	Shrawasti	(50)
				617.	Balrampur	(51)
				618.	Gonda	(52)
				619.	Siddharthnagar	(53)
				620.	Basti	(54)
				621.	Sant Kabir Nagar	(55)
				622.	Maharajganj	(56)
				623.	Gorakhpur	(57)
				624.	Kushinagar	(58)
				625.	Deoria	(59)
				626.	Azamgarh	(60)
				627.	Mau	(61)
				628.	Ballia	(62)
				629.	Jaunpur	(63)
				630.	Ghazipur	(64)
				631.	Chandauli	(65)
				632.	Varanasi	(66)
				633.	Sant Ravidas Nagar(Bhadohi)	(67)
				634.	Mirzapur	(68)
				635.	Sonbhadra	(69)

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)
82.		094	Southern	636.	Jalaun	(34)
				637.	Jhansi	(35)
				638.	Lalitpur	(36)
				639.	Hamirpur	(37)
				640.	Mahoba	(38)
				641.	Banda	(39)
				642.	Chitrakoot	(40)
83.		095	Southern Upper Ganga Plains	643.	Bulandshahr	(11)
				644.	Aligarh	(12)
				645.	Mahamaya Nagar	(13)
				646.	Mathura	(14)
				647.	Agra	(15)
				648.	Firozabad	(16)
				649.	Mainpuri	(17)
				650.	Budaun	(18)
				651.	Bareilly	(19)
				652.	Pilibhit	(20)
				653.	Shahjahanpur	(21)
				654.	Kheri	(22)
				655.	Farrukhabad	(28)
				656.	Kannauj	(29)
				657.	Etawah	(30)
				658.	Auraiya	(31)
				659.	Etah	(70)
				660.	Kanshiram Nagar	(71)
84.	West Bengal (19)	191	Himalayan	661.	Darjiling	(01)
				662.	Jalpaiguri	(02)
				663.	Koch Bihar	(03)
				664.	Alipurduar	(20)
				665.	Kalimpong	(21)
85.		192	Eastern Plains	666.	Uttar Dinajpur	(04)
				667.	Dakshin Dinajpur	(05)
				668.	Maldah	(06)
				669.	Murshidabad	(07)
				670.	Birbhum	(08)
				671.	Nadia	(10)
86.		193	Southern Plains	672.	North Twenty Four Parganas	(11)
				673.	Kolkata	(16)
				674.	South Twenty Four Parganas	(17)
87.		194	Central Plains	675.	Purba Bardhaman	(09)
				676.	Hugli	(12)
				677.	Haora	(15)
				678.	Paschim Bardhaman	(23)
88.		195	Western Plains	679.	Bankura	(13)
				680.	Puruliya	(14)
				681.	Paschim Medinipur	(18)
				682.	Purba Medinipur	(19)
				683.	Jhargram	(22)