Chapter Two

Schedule 0.1 : List of households and non-agricultural enterprises (Rural)

2.0.0 **Introduction** : Schedule 0.1 is meant for listing all the households residing in the sample FSU (or segment 1 & 2 in case of large FSU) along with all the non-agricultural enterprises including those without fixed premises found to exist during the last 365 days preceding the date of survey. Some household particulars like household size, means of livelihood, area of land possessed and some enterprise particulars like description of activity, number of hired and total workers, ownership particulars, duration of operation etc., are also collected. These auxiliary information will be used for grouping the households into different second-stage strata and enterprises into different broad industry groups further classified by enterprise classes. Thus the sampling frames for selection of households / enterprises from each of the second-stage strata / broad industry group x enterprise class are prepared and details of the selection of sample households / enterprises are recorded. Whenever hamlet-groups are required to be formed, particulars relating to the formation and selection of hamlet-groups are also to be recorded in this schedule. Concepts and definitions of various items are given in chapter one.

2.0.1 **Unit of survey** : The first stage sampling unit (FSU) is the census village in the rural sector (Panchayat wards for Kerala). It is indicated in the sample list under the head "frame code" as to which particular list has been used as the sampling frame for selection of FSUs. The investigator, on arrival at a sample FSU, will ascertain the exact boundaries of the sampled unit as mentioned in the sample list. This may be done with the help of the village/Panchayat officials like patwari, panchayat authorities etc.

2.0.2 **Formation of hamlet-groups and their selection** : With a view to controlling the work load mainly at the stage of listing of households, hamlet-group selection will be resorted to in the 'large' FSUs. A large FSU will be divided into a certain number (D) of sub-divisions called hamlet-groups. The number of hamlet-groups to be formed (i.e. the value of D) will depend on the approximate present population of the sample FSU and/or the approximate number of non-agricultural enterprises found to exist in the sample FSU. The criteria for deciding the number of hamlet-groups to be formed in a large FSU have been discussed in detail in Chapter one. The hamlet-group having the maximum concentration of non-agricultural enterprises will be selected for survey with certainty and will be marked as segment '1'. Two more hamlet-groups will be selected

for survey from the remaining ones following the method of circular systematic sampling and they together will be marked as segment '2'. The procedure for forming the hamlet-groups is outlined below:-

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

(i) Identify the hamlets as described above.

(ii) Ascertain approximate present population of each hamlet.

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

(iv) List the hamlets in block 3.1 of sch. 0.1 in the order of their numbering and indicate the present population content in terms of percentages.

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

(vi) Numbering of hamlet-groups will be done next in block 3.2 of sch. 0.1. Hamlet-groups will be numbered serially in col.(1) of block 3.2 in the order of the first hamlet included in each. Indicate the numbers also in the notional map. It is quite possible that a hamlet-group may not be constituted of hamlets with consecutive serial numbers.

2.0.4 **Sampling in Arunachal Pradesh** : Like NSS 54th round, cluster sampling will not be adopted for the rural sector of Arunachal Pradesh. Thus the sample list

supplied by SDRD specifies the sample FSUs that are only to be taken up for survey. No additional FSUs need be surveyed.

2.0.5 **Starting point for listing** : After having determined the areal unit to be surveyed, the investigator will proceed to list the houses, households and the non-agricultural enterprises in the unit. The listing may be done in the same order as that of the 1998 Economic 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. While listing the households and the non-agricultural enterprises, some essential minimum particulars about them will be collected for the purpose of classification.

2.0.6 **The structure of the schedule**: Schedule 0.1, to be filled in for the sample FSUs (panchayat wards for Kerala), contains the following blocks :

Block 0 :   descriptive identification of sample village
Block 1 :   identification of sample village
Block 2 :   sketch map of hamlet-group formation
Block 3.1: list of hamlets
Block 3.2: list and selection of hamlet-groups
Block 4 :   list of households / non-agricultural enterprises and record of selection for
                 households (segment 1 / 2)
Block 4.1 : working sheet for identifying relatively affluent households (segment 1 / 2)
Block 5 :   frame for eligible non-agricultural enterprises and record of selection of
                  sample enterprises (segment 1 / 2)
Block 4A: list of additional households during visit 2 and record of selection of sample
                  Households **(for schedule 10 only**)
Block 6:   particulars of sampling of households
Block 6A: particulars of sampling of additional households **(for only schedule 10 in visit
                 2 only)**
Block 7:   particulars of sampling of non-agricultural enterprises
Block 8 :   remarks by investigator
Block 9 :   comments by supervisory officer
Block 10 : particulars of field operations

2.0.7 **Use of additional sheets of blocks 4 ,4A & 5** : Whenever one schedule booklet is not adequate to list all the households and non-agricultural enterprises in block 4 and all the eligible non-agricultural enterprises in block 5 of the sample FSU/ segments , additional sheets containing block 4 & 5 shall be used and tagged firmly to the main schedule. Similarly, additional sheets containing block 4A should be used and tagged firmly to the main schedule when listing of additional households found during visit 2 could not be accommodated in one sheet.

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

2.0.8 **Block 0 : Descriptive identification of sample FSU** : This block is meant for recording descriptive identification particulars of the sample FSU along with their relevant codes. State/u.t., district and tehsil name along with codes may be copied from the sample list. FSU name may also be copied properly from the sample list. For large FSUs, the serial numbers of hamlets constituting the selected hamlet-groups may be copied (separated by commas) from col. (1) , block 3.1.

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 1, 2 & 4, the codes for which are already printed). Each cell (box space) is meant for recording only one digit of the entry. For multiple cells, the rightmost cell shall be used for recording the digit of the unit place, the next left cell for the tenth place digit and so on. If the number of digits of the entry to be recorded against an item is less than the number of box spaces provided, '0' shall be entered in the left most box space(s). For example, if the total number of hamlet-groups formed in the sample FSU is 5, the entry against item 17 should be recorded as 005. Items 3, 5 to 14 shall be copied from the sample list.

2.1.1 **Item 10 : FOD sub-region** : The four digited code corresponding to the FOD sub-region to which the sample village belongs will be recorded against item 10. A cross (x) will be put against this item for the state samples and also for the central samples for the states of Arunachal Pradesh, Manipur, Mizoram and Tripura for which field work is carried out by the respective states.

2.1.2 **Item 12 : Visit number (1 / 2) :** If a sample FSU is surveyed for the first time, visit number will be '1'. And if the same FSU is surveyed for the second time in the next sub-round, the visit number will be '2'. For further clarification, reference may be made to paragraph 1.1.4 of Chapter One.

2.1.3 **Item 15 : Approx. present population** :The investigator will first ascertain the approximate present population of the entire sample FSU taking into consideration of the normal growth of population along with any abnormal influx of population into or exodus of population from the sample FSU. This may be ascertained mainly from the knowledgeable persons by putting certain probing questions. The starting point can be 1991 census population (1981 census population in case of J & K). In the case of large difference with census population, it may be asked whether there has been any abnormal influx into or exodus from the FSU after the census. If so, the approximate increase or

decrease of population due to such events or any new settlements that have come up in the FSU after the census, is to be ascertained.

2.1.4 **Item 16 : Approx. no. of non-agricultural enterprises** : Approximate number of non-agricultural enterprises (OAEs, NDEs and DEs combined) in the whole sample FSU, as ascertained by local enquiry from knowledgeable persons, may be recorded here. The starting point may be the total number of non-agricultural enterprises as per (EC)-1998 (if not available, EC-1990). Then the procedure followed for estimating the approximate present population may be attempted to get an estimate of the total number of non-agricultural enterprises in the FSU.

2.1.5 **Item 17 : Total number of hamlet-groups formed** : The total number of hamlet-groups formed in the sample FSU will be the value of **'D'** as recorded in **block 3.2, sch**.0.1. Value of D to be recorded against this item will be as per the guidelines given in paragraphs 1.6.0 & 1.6.1 of Chapter One. If the sample FSU does not require any hamlet-group formation, the entry against this item will be "001".

2.1.6 **Item 18 : Survey code** : When the original sample FSU (particulars of which are provided in the sample list) is surveyed, survey code will be one of the codes 1 to 3. Code will be 1 when the FSU is inhabited and 2 when it is found to be uninhabited. Code will be 3, when the sample FSU is treated as a 'zero case'. Examples of zero cases are : FSUs comprised wholly of barracks of military and para-military forces (like CRPF, BSF etc.), rural areas declared as urban areas and now forming part of UFS frame used for urban sampling, FSUs wholly submerged under water in a dam or FSUs with the whole population evicted because of acquisition of land to construct a new factory or other project work etc., with no chance of habitation in future. As against this, the FSU whose entire population has shifted elsewhere due to some natural calamities like fire, cyclone etc., but is likely to return in the future, will be considered as uninhabited FSU and will be given code 2. When the original sample FSU is a casualty and it has been substituted by another FSU, the survey code will be 4 if the substituted FSU is inhabited; 5 if the substituted FSU is uninhabited and 6 if it is treated as a zero case. If the substitute FSU cannot   be   surveyed,   survey   code   will   be   7.   Code   7   will   also   be

applicable in cases where the originally selected sample FSU is a casualty and no substitute was asked for .

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

Original sample FSU :

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

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

Block 2 : Sketch map of hamlet-group formation

2.2.0 For large FSUs requiring hamlet-group formation, the space provided for in the block shall be used to draw a free hand sketch-map of the FSU showing the boundaries of the hamlets. The sketch-map is to be drawn in such a way that the hamlet-groups could be identifiable in the field afterwards with the help of this map. However, the map need not be drawn to scale. The serial numbers of the hamlets as given in col.(1) of block 3.1 will be written down on the map against each hamlet. The hamlet-group number given in col.(1) of block 3.2 to which the hamlet belongs will also be shown against each hamlet within brackets on the right side of the hamlet number. The areas for the selected hamlet-groups shall be shaded in the map.

Block 3.1 : List of hamlets

2.3.0 This block is to be filled-in for the rural samples requiring formation of hamlet-groups (i.e. for D>1). All the hamlets located in the FSU will be listed in the specified order. A running serial number will be given in col.(1) to the hamlets. Present population of each hamlet expressed as percentage of the total FSU population will be given in col.(3) in whole numbers. Entries in col. (3) should add up to 100.

Block 3.2 : List and selection of hamlet-groups

2.3.1 **General**: This block is meant for recording the details of the hamlet-group formation and their selection for FSUs requiring hamlet-group formation (i.e. with D>1). Reference may be made to paras 2.0.2 and 2.0.3 for the procedures of formation and numbering of hamlet-groups.

2.3.2 **Column (1) : Hamlet-group (h.g.) no.** : The hamlet-groups formed will be given a running serial number (starting from 1) in column (1) as per the guidelines given in paras 2.0.3.

2.3.3 **Column (2) : Srl. nos. of hamlets in the h.g.** : The serial numbers of the hamlets recorded in column (1) of block 3.1 constituting each hamlet-group are to be recorded in col.(2) separated by commas.

2.3.4 **Column (3)   : Percentage of population in the h.g.** : Approximate present population of the h.g. in terms of percentage to total FSU population will be recorded in column (3) in whole number. Entries in this column should always add up to 100.

2.3.5 **Column (4) : Sampling sl. no. of the h.g.s** : Sampling serial number will be given as '0' in this column for the h.g with maximum concentration of non-agricultural enterprises and the remaining h.g.s (in the order of their listing in col.(1)) will be given sampling serial numbers starting from 1 to (D-1).

2.3.6 **Column (5) : Segment number** : The h.g with sampling serial number '0' in col.(4) will be selected with certainty and segment number will be given as '1' in col.(5). Two more h.g.s will be selected circular systematically with equal probability from the remaining (D-1) h.g.s. Against each of these two selected h.g.s, segment number will be assigned as '2' in col.(5). The selected h.g.s with segment number '2' will be considered together for the purpose of listing and selection of households and enterprises. For the purpose of selection , a random number 'R' is to be drawn first between 1 and D-1 (where D is the total no. of h.g.s formed from which the h.g. with sampling sl. no. '0' has already been selected for survey) from the table of random numbers. The h.g.s whose sampling serial numbers in column (4) agrees with the value of R and R+ I [where 'I' is the sampling interval taken as the integral part of (D-1)/2] will be selected for survey. If R+I exceeds (D-1), the difference [(R+I) – (D-1)] will be considered. The serial numbers of the selected hamlet-groups will be encircled in column (1), block 3.2. **Values of D, I and R may be recorded in the space provided just below the block heading. The** hamlet-group selected for survey will be ringed in col.(1) and 'S1' will be written by the

side of the ring in the same column against the hamlet-group marked as segment 1 and 'S2' against those hamlet-groups marked as segment 2. The total number of non-agricultural enterprises as estimated by local enquiry in the selected h.gs may be recorded in the margin spaces available in block 3.2 to have an idea of the workload involved in listing of all the enterprises.

Block 4 : List of households / non-agricultural enterprises and record of selection for households (segment 1 / 2)

2.4.0   While listing a house, the investigator shall first find out how many households (including those temporarily absent i.e. locked households) reside there.   From each household he will collect the details of all enterprises run by its members during 365 days preceding the date of survey (the enterprise may not be in operation on the date of listing). The enterprises run by the household and located in the same house where the household lives and those run without any fixed premises shall be listed one after another against that household. But enterprises run by the same household and located at other fixed premises will be listed at their places of location. After exhausting the resident households and all the different types of enterprises as described above, the investigator will list other enterprises, if any,which may be located in that house and existing on the date of survey and operated either by households staying in some other houses (either within or outside the selected h.g..) or by an institutional body. After this, the investigator will proceed to list the next house. Care should be taken to list all the seasonal enterprises that may be existing, though not operating, on the date of survey.

2.4.1 This is the main block of the schedule. Apart from listing all the houses, households and non-agricultural enterprises of the sample FSU/selected segment, some auxiliary information like household size, means of livelihood, area of land possessed, possession of household durables/land/domestic animals like motor car/jeep, tractor, refrigerator, spacious pucca houses, telephone, colour t.v., cultivable and irrigated land, cattle, buffaloes, sheep and goats etc. about the households and some auxiliary information about the enterprises like description of activity, total number of workers including hired ones, type of ownership, nature of operation etc. will be collected and recorded in this block for the purpose of classifying and arranging the households into different second stage strata and the enterprises into broad industry group x enterprise class. Preparation of sampling frame of households by second stage stratum and also sampling frame of enterprises by broad industry group x enterprise class along with the selection of sample households / enterprises will also be recorded in this block. Listing of households / enterprises are to done separately for segment '1' and '2'.

2.4.2 It is essential to ensure that there is no omission or duplication of any house, household or non-agricultural enterprise. Households which are found to be temporarily

absent at the time of listing are also to be listed along with the non-agricultural enterprises run by them. After ascertaining from the neighbours, as much details as possible about the absentee households and the enterprises run by them, attempt should be made to contact the households at the appropriate hours (even outside the normal working hours of the investigators) and if need be by revisiting the households during the survey period in the sample village. All **locked** households / non-agricultural enterprises due to temporary absence should be listed and included in the overall frame for sample selection. In order to ensure complete listing of houses/households/non-agricultural enterprises, it is, therefore, better to follow some definite order for listing. The order followed in 1998 Economic Census may be adopted, if possible, taking care that any house that has come up later is not omitted; otherwise, listing may be done starting from the northwest corner. While listing, the name of any natural grouping of the houses like hamlet, street, mohalla, etc. and date of listing may be written at the top before the start of the work. This will help in checking completeness.

2.4.3 The following two situations may be kept in mind during listing. First, an enterprise may not be clearly visible or prominent from outside of a house/room. For example, one member of a household may manufacture small toys, dolls, transistor/radios etc. inside a house not visible from outside. Secondly, the enterprise may not have physical existence at any fixed location; e.g. a hawker or a vendor selling his goods like vegetables, fruits, cloth, etc. without having any fixed premises are cases in point. These types of enterprises can be detected only by enquiring about the activities of the members of the household. Necessary care may be taken to list such enterprises. While listing is done in segment 2, the houses and households of the two selected hamlet-groups will be listed one after another maintaining a continuous serial numbers for households as well as for the non-agricultural enterprises, as if they together constitute one unit. For doing so, the serial number and the names of the hamlets belonging to the hamlet-group which is selected first (i.e. the hamlet-group whose serial number agrees with the value of R as recorded in block 3.2) will be recorded in block capitals on the first line of the listing block (i.e. block 4). After completing the listing of houses/households/non-agricultural enterprises of this hamlet-group, one line will be left blank and on the next line, the serial number and the names of the hamlets belonging to the next hamlet-group (i.e. the hamlet-group whose serial number agrees with the value of R+I or [(R+I) – (D-1)]) will be clearly written in block capital and listing of houses/households/non-agricultural enterprises belonging to this hamlet-group will start from the next line. However, where there is no hamlet-group formation, listing will be carried out under segment 1 only. Instructions for filling in various columns of the block are given in the following paragraphs.

2.4.4 **Col. (1): House number** : All houses including vacant ones will be listed by giving a house number. The 1998 Economic Census house number or the number given by the local panchayat or any other local body may be used, if available. The houses without any such numbers or where house numbers are not available at all, will be given a separate running serial number within brackets, starting from 1. But whenever house

numbers are available even for some houses, the actual house numbers will be recorded without any bracket for the houses for which such numbers are available. After listing all the households and non-agricultural enterprises 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, dispensary, vacant, etc. However, details of the enterprise will be recorded for the non-residential houses having any non-agricultural enterprise. For family living under a tree or bridge etc. (i.e. without any house), a cross mark (X) may be put in this column.

2.4.5 **Col. (2): Household serial number** : The household(s) normally residing in the house listed in col.(1) will be listed in col.(2). All households (including those found temporarily absent) will be given a running serial number in this column starting from 1. Household serial number will be given against the lines listed for households only. In case of persons staying, say, in hostels and forming single member households, each of them will be listed in separate lines giving a household serial number. A continuous serial numbering will be given in col. (2) considering the selected hamlet-groups of segment 2 as one unit.

2.4.6 **Col.(3): Household size** : The size of each household as defined in Chapter One will be recorded in this column.   When there are more than one line for the same household, household size will be recorded in the first line only. **For locked household** for which no information could be available even from the neighbours, the description "locked household" may be recorded against household serial number across the row.

2.4.7 **Cols.(4) & (5): No. of self-employed members (home based & those working without fixed premises)** : In each of the listed household, the investigator will ascertain the number of members separately by male and female who are self-employed in the home based non-agricultural activities and /or in non-agricultural activities without having fixed premises. The term 'fixed premises' with reference to an enterprise is used to mean some sort of fixed structures (excluding purely temporary structures/make-shift types). The term 'self-employed' has been explained in chapter five. However, some examples of self-employed home based worker are given below:

  When a weaver works at home according to some specifications of a master weaver or not and has some autonomy in carrying out the activities, he may be treated as a self-employed home worker in the manufacturing sector. Similar is the case of a bidi maker, furniture maker, etc. who works at home or at the place of his choice and receives remuneration/wages in agreed rates or not. The above persons may be working for the master craftsman but are found to have tangible or intangible means of production and some degree of autonomy in carrying out the activities.

Some examples of self-employed persons engaged in non-agricultural activities without having fixed premises are given below:

(i) In a 'hat'(i.e. periodical market) there are some permanent structures built by panchayat or local bodies. The entrepreneurs occupy them on 'hat' days and carry out their activities. These will be considered as activities without fixed premises and listed through the residences of the owners even though they carry out the activities at more or less fixed locations. It may be mentioned that the activities carried on by the roadside or in the open public places like that under a bridge or a tree, etc. with temporary make-shift shelter or no structure at all, will be considered to be carried out without fixed premises.

 (ii) In daily markets or 'hats', some vegetable/fish sellers carry out their activities in open space or under tents/shelters (having canvas/cloth on the top and tied/fixed with sticks on the corners).   These enterprises will be listed not in the markets/'hats' but against the households of the owners where they reside.

2.4.8   In connection with listing, some special situations are described below:

(i) Enterprises run without fixed premises on partnership basis shall be listed against the household of that partner who takes the major decisions.

(ii) The brick kilns having fixed site (with or without structure) will always be listed at their sites. In case of pottery also, the same procedure may be followed.

(iii) For mixed activities or the same activity being conducted in two different places, if the accounts, employment, etc. for various activities can be separated out, then each activity shall be separately listed. Otherwise, they should be listed under one major activity i.e. the one having major income/turnover/employment.

(iv) In cases of mixed activity of manufacturing and trade, such as handloom weavers, sweetmeat shops, by convention, manufacturing will be taken as the major activity. If the manufacturing activity of the enterprise is carried out in the household and products are sold in a fixed stall or shop or a fixed structure then the enterprise will be listed as manufacturing at the location of the household and not at the stall/shop.

(v) Recording of blank audio and videotapes for sale or providing the service of recording on blank tapes of customers will be listed under 'service'. Providing the service of Xerox copying will also be listed under 'service'.

(vi) If a household prepares rice mainly for home consumption by husking paddy produced either from its own cultivation or obtained in exchange of services rendered to other households but sometimes sells out a part then such activity will not be treated as manufacturing. However, households undertaking milling of paddy into rice, mainly for

the purpose of sale or the households which provide the service of husking to customers by using household devices like 'dhenki' etc. will be taken as engaged in manufacturing enterprise.

(vii) Though the inmates of a hostel, etc. will be listed as single-member households, the institution itself will qualify as an enterprise (provided it satisfies the criteria of becoming an enterprise). The name of the institution and its nature of activity will be recorded in the first line and inmates will be listed in subsequent lines.

(viii) Sale of own agricultural produce directly by the producer will not be treated as non-agricultural (i.e. trading) activity. Similar is the case of a person engaged in production of milk and selling the same. However, door-to-door collection of milk and selling will be listed as a trading activity.

2.4.9 **Col.(6) : No. of distinct enterprises owned by members noted in cols.(4) & (5):** The investigator will ascertain the number of distinct non-agricultural enterprises run by the members of the household either in the capacity of self-employed home worker or as self-employed persons running non-agricultural activities without fixed premises and record in this column. For example, if two members of the same household are self-employed masons and are carrying out their activities independently, it will be counted as two distinct enterprises run by the household and the entry in col.(6) will be 2. On the other hand, if two male members of the same household are carrying out a non-agricultural enterprise without having a fixed premise on partnership basis, it will be counted as one distinct enterprise run by the household and the entry in col.(6) will be 1, provided no other enterprise (located within the household or run without fixed premises) is run by the household members.

2.4.10 **Col.(7): Enterprise serial number :** All non-agricultural enterprises shall be given a running serial number starting from 1 in this column. While giving enterprise serial number, number of enterprises noted in col.(6) will be listed first one after another followed by other enterprises located in the house, if any, with fixed premises. The enterprise serial number for the enterprises owned by home workers (i.e. those enterprises for which goods manufactured by the household members are disposed of to one or two specific outlets like specific master craftsmen in case of bidi making) will be marked by the symbol '*' in col.(7). Note that if the entire product is disposed of to three or more outlets, '*' will not be given in col.(7) for such enterprises.

2.4.11 **Col.(8): Name of head of household/name and address of enterprise/ establishment / owner / operator**: For a household having serial number in column(2), the name of the head shall be recorded here. For an enterprise, the owner of which stays at different place, the name and address of the owner/operator shall

be recorded. For an institutional enterprise, name of the enterprise shall be recorded. If an enterprise bears a distinct name, only then it will be recorded; otherwise the name of the owner shall be recorded. In all cases, distinct name of the enterprise, if any, shall be given preference.

2.4.12 **Col.(9) : Description of activity**: The activity of the enterprise shall be briefly described in words in this column, such as bread making, coffee curing, grocery, museum, zoo, mason, domestic servant, housemaid, private telephone booth, house building promoter etc. For enterprises, which are seasonal in nature, the code 'S' may be recorded within brackets below the description of activity. This will help in recording the eligibility code in column (15).

2.4.13 **Col.(10) : Broad industry group code**: Each of the listed enterprise will be classified first as per the tabulation category of NIC 1998. Then broad industry group code will be recorded in this column corresponding to the tabulation category in which the enterprise belongs to. If the enterprise belongs to tabulation category 'D' (i.e. manufacturing sector), broad industry group code will be recorded as 1. Similarly, if an enterprise falls in any of the tabulation category 'J' to 'O' (i.e. classified as other service sector), the code in col.(10) will be 6. The broad industry group code is any of 1 to 8 whose details are given below:

manufacturing (tabulation category of NIC 1998 as 'D') – 1
construction (tabulation category 'F') – 2
trade & repair services (tabulation category 'G') – 3
hotels & restaurants (tabulation category 'H') – 4
transport, storage and communication (tabulation category 'I') – 5
other service sector (tabulation category 'J' to 'O') – 6
mining & quarrying (tabulation category 'C') – 7
&
electricity, gas and water supply (tabulation category 'E') – 8

2.4.14 **Cols.(11) to (15)** : These columns will be crossed out for the enterprises having broad industry group code 7 or 8 in col.(10). In other words, all the non-agricultural enterprises except those belonging to the sectors 'mining & quarrying' and 'electricity, gas and water supply' will be considered for making entries in these columns. Thus columns (11) to (15) will be filled in for all the enterprises having any of the codes 1 to 6 in col.(10).

2.4.15 **Cols.(11): Total no. of workers** : The total number of persons usually working on a working day during the reference year for perennial and casual enterprises and during the last working season for seasonal enterprises, shall be recorded in this column. This total should include both household workers and hired workers. All

categories of workers including supervisory and primary shall be considered. Total should also include other workers, working proprietors and apprentices (paid or unpaid), unpaid helpers and part-time workers so long as they are engaged on a fairly regular basis. A worker need not mean that the same person is functioning continuously; it only refers to a position. Two part-time workers will be counted as 2 and not 1. Part-time workers are those who work for less than or equal to half of the period of normal working hours of the enterprise on a fairly regular basis. For enterprises running in shifts, workers of all the shifts may be considered together (i.e. the numbers of workers will be added) for the purpose of making entries in columns (11) and (12). The average number of workers on a working day during the reference year shall be recorded for both total and hired workers in column (11) and (12) respectively.

Information on total number of workers may be recorded properly so as to avoid misclassification of enterprises by enterprise class.

2.4.16 **Col. (12)** : **Number of hired workers** : The number of hired workers in the enterprise, usually employed on fairly regular basis shall be recorded in this column. If there is no hired worker, '0' shall be entered here. Apprentices, paid or unpaid, shall be treated as hired workers. Unpaid helpers and labour exchanged between households shall be treated as household workers. A paid household member/ servant/ resident worker working in the enterprise shall be considered as hired worker.

2.4.17 **Col.(13) : 2-digit code (3-digit code for hotels & restaurants) as per NIC 1998** : Corresponding to each of the enterprises belonging to broad industry group codes 1 to 6, an appropriate 2/3 digit code as per NIC 1998 may be recorded in this column.

2.4.18 **Col.(14) : Ownership code for those not covered by ASI (put 'x' for those covered by ASI) :** For all the non-agricultural enterprises except those belonging to the sectors 'mining & quarrying' and 'electricity, gas and water supply' and also those covered by ASI, ownership codes are to be recorded in this column. As the present survey will cover only the informal sector non-agricultural enterprises, the manufacturing enterprises covered under ASI (Annual Survey of Industries) will be excluded from the coverage of the survey and 'x' mark will be recorded in col.(14) for these manufacturing enterprises. This means that the investigator should know whether the enterprise with broad industry group code as 1 in col.(10) is covered under ASI or not. As ASI, in general, covers the enterprises which are registered under section 2m(i) or 2m(ii) of the Factories Act, 1948 or registered under bidi and cigar workers (condition of employment) Act 1966, the owner of the enterprise will at least tell whether it is registered under the above Acts. If it is so, the investigator has to ascertain whether ASI covers it. If the same is not covered by ASI, the appropriate ownership code will be entered in col.(14).

Ownership codes are as follows:

 proprietary (male)-1, proprietary (female)-2, partnership with members of the same household-3, partnership between members not all from the same household - 4, and others - 9.

If an individual is the sole owner of the enterprise, the enterprise will be termed proprietary and for such an enterprise ownership code will be 1/2 if the proprietor is male/female. If there are two or more owners of the enterprise on a partnership basis with or without formal registration, code shall be 3/4 if all the owners belong/do not belong to the same household. All other enterprises shall get ownership code 9. If an enterprise is owned by a Hindu Undivided Family(HDF), code 1 or 2 will be put in col.(14) depending on whether the ('Karta') is a male or a female.

2.4.19 **Col.(15): Eligibility code for code 1 or 2 or 3 or 4 in col.(14)** : As the present survey will cover the informal sector non-agricultural enterprises only under the ownership of proprietary and partnership, eligibility code will be recorded only for the enterprises with ownership codes 1 to 4.   Code 1 shall be recorded if the enterprise operated for at least 30 days (15 days for seasonal enterprises) during the reference year. For enterprises which operated for less than 30 days (15 days for seasonal enterprises), code 2 shall be recorded in this column.

2.4.20   **Col.(16) : m.l. code (for households)** : The appropriate means of livelihood (m.l.) code of the households will be recorded in this column as per the procedure described in Chapter One. The codes are :

    self-employed in non-agriculture -1
    rural labour   -2
    others   -9

For locked household for which the information on m.l. code could not be collected even from the neighbours, m.l. code may be recorded as '9'.

2.4.21 **Col. (17) : Land possessed (in 0.00 ha) as on date of survey** : The total area of land possessed by the household as on the date of survey will be ascertained and entered in hectare in two places of decimals. However, as in the case of determination of means of livelihood, the land possessed by normally resident servants, paying guests etc. will not be included in household's land possessed. **For locked household** for which information on land possessed could not be collected even with best efforts, '*' mark may be put in this

column. For the purpose of second-stage stratification or giving sampling serial numbers in subsequent columns, such households may be considered as possessing land less than 0.40 hectare. It may be noted that 'homestead land' is to be included for finding out 'land possessed' by the household. For definition of 'homestead land', reference may be made to para 4.3.18 of chapter four.

2.4.22 **Col. (18) : Sampling serial number for households of second-stage stratum 1** (i.e. for households which are relatively affluent): This column prepares the sampling frame for second-stage stratum 1 which consists of the households that are identified as affluent as per particulars in block 4.1. A household will be classified as affluent in block 4.1 if it owns any of the items listed in columns 4 to 11 of block 4.1 or it owns (i) cultivable/irrigated land of area exceeding 7.00/3.50 hectares or (ii) at least 10 heads of cattle and buffaloes or (iii) at least 30 sheep or goats. If the number of households found place in block 4.1 is less than or equal to 10, all of them will constitute the frame for second-stage stratum 1. If no affluent households could be identified as per particulars in block 4.1, the second-stage stratum 1 will be void. But in case the number of such affluent households exceeds 10, the top ten among them in the order of their relative affluence (as per the judgement of investigator) will form the frame. Put tick-mark in col. (18) against each of the affluent households in the frame constituted as above. Then a running serial number from 1 will be given to all the tick-marks in the order as they are appearing in this column. These numbers will be the sampling serial numbers for second-stage stratum 1.

2.4.23 **Cols. (19) to (25) : Sampling serial number for second-stage stratum 2 (i.e. for the households not included in the frame of affluent households)** : These columns prepare the sampling frame for second-stage stratum 2 which consists of the remaining households i.e. those which are not considered for giving tick-marks/sampling serial numbers in col. (18). All these households will be arranged by their means of livelihood (m.l.) codes 1, 2 and 9. The households with m.l. code 9 will further be arranged by area of land possessed classes (the classes are : <0.40 ha, 0.40-1.00 ha, 1.00 - 2.00 ha, 2.00 - 4.00 ha & 4.00 ha or more). The households with m.l. code 1 will be given tick-marks ($\sqrt{}$) in col. (19) and those with m.l. code 2 will be given tick-marks ($\sqrt{}$) in col.(20). The households with m.l. code 9 will be given tick-marks ($\sqrt{}$) in either of the cols. (21) to (25) according to the amount of land figures recorded in col. (17). Then all the tick-marks ($\sqrt{}$) of cols. (19) to (25) will be given a fresh running serial number from 1 starting with the first tick-mark and ending with the last tick-mark in these columns. It should be ensured that all the tick-marks in a particular column, spread over all the pages of block 4, have been exhausted for the purpose of giving sampling serial numbers before proceeding to the first tick mark of the next column.

2.4.24 **Cols. (26) and (27) : Order of selection of the households selected from the second stage strata 1 & 2** : The cols. (26) & (27) will be used to give the order of selection numbers to the households selected respectively from the frame of second-stage strata 1 & 2. Before putting the order of selection in these columns, the values of Hi, hi, Ii & Ri (i=1,2) are to be recorded in the respective places of the column headings. The value of Hi is equal to the total number of households in the frame of i-th second-stage stratum. That is,

H1 = highest sampling serial number given to the tick-marks in col.(18).
H2 = highest sampling serial number given to the tick-marks of cols. (19) to (25).
hi = number of households to be selected from i-th second-stage stratum (i=1,2) for
    schedule1.0 and schedule10 together for FSUs that are surveyed for the first time[If a household is selected for both schedules 1.0 & 10, it will be counted twice in arriving at the value of hi; in other words, it is possible that hi>Hi].

Before giving order of selection numbers in columns (26) and (27), it must be checked that value of (H1 + H2) agrees with the last household serial number recorded in col.(2).

The values h by segment x second stage stratum x schedule number and the procedures of selection along with the exceptional cases have been specified in Chapter One. However in general, for villages without h.g formation having sufficient number of households in the frames of second stage strata, h1=4 and h2=20 and for villages with h.gs formation, h1=2 & h2=6 in segment 1 and h1=2 & h2=14 in segment 2. The cases where H1 or H2 is less than the required number of households to be selected, are discussed in detail with examples in chapter one. In such cases the compensation for shortfall will be made by considering both the segments and the two second stage strata. For example in the case of a village without h.g formation, (a) if H1= 1 and H2=30, h1=2(sch.1.0 & 10 will be canvassed in the same household) and h2=22; (b) if H1=2 and H2=30, h1=4 (sch.1.0 & 10 will be canvassed in both the households) and h2=20; (c) if H1=3 and H2=30, h1=4 (sch.1.0 will be canvassed in the households with order of selection 1,2 and sch.10 in the households with order of selection 3,1) and h2=20; (d) if H1=10 and H2=6, h1=12 (sch.1.0 will be canvassed in the households with order of selection 1,2,3,4,5,6 and sch.10 in the households with order of selection 7,8.9,10,1,2)

and h2=12 (sch.1.0 & 10 will be canvassed in all the 6 households). Some examples for deciding the values of hi for a village with h.gs formation are : (a) if H1=0 & H2=10 in segment 1 and H1=4 & H2=20 in segment 2, then h1=0, h2=6 for segment 1 and h1=4, h2=14 in segment 2; (b) if H1=10 & H2=4 in segment 1 and H1=1 & H2=20 in segment 2, then h1=2, h2=6 (sch.1.0 for hhs with OS 1,2,3 and sch10 for hhs with OS 4,1,2) for segment 1 and h1=2 (both the sch.1.0 & 10 will be canvassed in the same hh), h2=14 in segment 2; (c) if H1=10 & H2=2 in segment 1 and H1=0 & H2=20 in segment 2, then h1=4, h2=4 (sch.1.0 & 10 will be canvassed in both the hhs) for segment 1 and h1=0, h2=16 in segment 2 (OS means order of selection).

After determining the values of hi's, the households will be selected circular systematically with a random start from the frame of each second-stage stratum. The value of Ri (random start; i=1,2) will be selected independently. For each i, Ri should lie between 1 and Hi. Also calculate the values of Ii (called sampling interval) as integral part of Hi/hi. where Ii = Hi/hi. The values of hi, Ii and Ri will be recorded in the space provided in the appropriate column headings. To select the sample households from i-th second-stage stratum, consider the hi numbers : Ri, Ri+Ii, Ri+2Ii,...., Ri+(hi-1)Ii.   The sample households are those households whose sampling serial numbers agree with the numbers Ri, [Ri+Ii], ..., [Ri+(hi-1)Ii]. When any of the numbers (Ri+k×Ii) exceeds Hi, subtract Hi from (Ri+k×Ii) for the purpose. The order of selection will be given exactly in the order Ri, [Ri+Ii], [Ri+2Ii].....That is to say, it will be 1 for sampling serial number Ri, 2 for sampling serial number [Ri+Ii] and so on. If (a) Hi >=hi*, sch.1.0 will canvassed for households with odd OS and sch.10 to households with even OS; (b) hi*/2<Hi<hi*, sch.1.0 will be canvassed for households with OS (1,2,3,….hi*/2) and sch.10 to households with OS (hi*/2+1, hi*/2+2,……hi*,1,2,…); (c) Hi <=hi*/2, sch.1.0 & sch.10 will be canvassed in the same set of households.

Block 4.1 : Working sheet for identifying relatively affluent households

2.4.25 This block will be used for identifying the 'affluent households' in the sample village/segments, which enjoy a better standard of living. This will be done by taking into account the factors generally associated with affluent households such as : ownership of motor vehicles/tractor/truck/bus/van etc. ; consumer durables like telephone, **colour** T.V., VCR, VCP, fridge, washing machine etc, ; ownership of large business establishments ; ownership of large pucca house in good condition ; ownership of cultivable / irrigated land in excess of certain norms (i.e. 7 hactares of cultivable land or 3.5 hactares of irrigated land) ; ownership of a good number of cattle and buffaloes (i.e. 10 or more in number) ; ownership of sheep and goats (i.e. 30 or more in number). A household will qualify for classification as affluent if it owns any one of the above items listed in cols. (4) to (11) of this block or owns cultivable land / irrigated land / cattle and buffaloes / sheep and goats in excess of the limits specified above. It may be noted that the households having at least one member with good salaried job or in a profession with

considerable income (doctor, advocate etc.) will be included in col. (7) of this block. The households to be listed in block 4.1 will be identified during the listing of households in block 4. Whenever a household is listed in block 4, it may be examined whether the household possesses any of the items listed in block 4.1 and satisfy the criteria of recording it as an affluent household in block 4.1. In other words, the investigator will record the particulars in block 4.1 only for those households that fulfil the criteria for affluent households as described above. If the number of such affluent households exceeds 10, the investigator will have to rank them in descending order of their affluence. This ranking may be done by the investigator on the basis of his judgement of relative affluence. The top ranking 10 households will constitute the frame for second-stage stratum 1. The rest of the households of the FSU will be in second-stage stratum 2. If the number of such households is less than or equal to 10, all of them will be included in frame for second-stage stratum 1. If there is no affluent household, second-stage stratum 1 will remain void.

Block 4A : List of additional households found during visit 2 and record of selection of sample households (only for sch.10)

2.4A.0 **This block will be filled in only for those villages for which visit number '2' will be specified in the sample list. During visit 2 for such villages, sch.10.1 will be canvassed in those households which were also surveyed in visit 1 and sch.10 to the households selected from the frame new households identified only during visit 2.** If the same village is visited for the second time in the next sub-round belonging to the same sub-sample, fresh listing of houses, households and non-agricultural enterprises are not required. Instead, the new households that have come up in the segment after visit 1 will only be listed in this block. It may be noted that for identifying the new households, it is not necessary to list structure by structure; instead the information about the new households may be gathered from the knowledgeable persons. For selection of households for visit 2 from the village/segment, the block 4 that was filled in during visit 1 along with block 4A will be considered together. The listing in block 4 carried out in visit 1 will remain unchanged. The same set of households selected for survey in visit 1 for sch.10 will be the sample households in visit 2 also. Only two households will be selected circular systematically with equal probability from the frame of additional households listed during visit 2 in block 4A for villages without h.g formation and one household will be selected from each of the segments for villages with h.gs formation. The frame of additional households may be said to constitute second stage stratum 9 (i. e. SSS 9). While selecting the households from SSS 9, col.(2) (i.e. the household serial numbers) may be considered as the sampling frame and the households need not be arranged either by their m.l.   Codes   or   by   their   areas   of   land   possessed.

2.4A.1 The instructions for filling in this block are same as that for block 4. This block will be filled in independently for segment 1 & 2. Segment wise values of H, h, R & I may be recorded in column heading of col.(10). The household srl. no. will be given afresh in col.(2), bl.4A starting from 1 separately for each of the segment 1 & 2. **The cols.(5) to (7) of block 4A need not be filled in.**

Block 5 : Frame of eligible non-agricultural enterprises and record of selection (segment 1 / 2)

2.5.0 This block is meant to prepare the sampling frame of eligible non-agricultural enterprises by broad industry group x enterprise class from the list of all the non-agricultural enterprises with code 1 in col.(15) of block 4 separately for segment 1 and 2. The entire exercise of block 5 may be carried out in desk after completing the fieldwork required for recording the necessary information in various columns of block 4. The procedures of recording information in different columns of block 5 are described below.

2.5.1 **Col.(1) : Enterprise srl. no. for code 1 in col.(15), block 4 :** Enterprise serial number as recorded in col.(7), block 4 with code 1 in col.(15), bl. 4 will be copied in col.(1), bl. 5. These are the eligible non-agricultural enterprises that will be classified into 12 groups formed by different combination of six broad industry groups and two enterprise classes.

2.5.2 **Col.(2) : Broad industry group code (col.(10), bl.4) :** Broad industry group code will be copied from col.(10), bl. 4.

2.5.3 **Col.(3) : Enterprise class code :** The entry in this column will be either 1 or 2. The entry will be 1 if the entry corresponding to the enterprise in col.(12), block 4 is '0' (i.e. there is no hired worker). The entry will be 2 if the entry corresponding to the enterprise in col.(12), block 4 is positive (i.e. there is at least one hired worker reported to have worked on regular basis). The enterprises with enterprise class code 1 may be termed as 'own-account enterprises (OAEs)' and the other class of enterprises may be said to belong to establishments.

2.5.4 **Col.(4) : 2/3 digit NIC code (col.(13), bl. 4) :** The NIC code as recorded in col.(13), block 4 will be copied in this column.

2.5.5 **Cols.(5) to (16) : Sampling serial number for the enterprises after grouping them into broad industry groups by enterprise classes :** Corresponding to each of the enterprise serial number in col.(1) of this block, a tick-mark

($\sqrt{}$) will be given in one of the cols.(5) to (16) depending on its broad industry group code (i.e. entry in col.(2), bl. 5) and enterprise class code (i.e. entry in col.(3), bl. 5). The enterprises with tick-marks ($\sqrt{}$) in each of the cols.(5) to (16) constitute 12 independent sampling frames. If more than one enterprise is required to be selected from a frame(i.e. e>1 and E>e) , the enterprises are to be arranged in ascending order of their NIC codes before assigning the sampling serial numbers. In other words, if only one enterprise is required to be selected(i.e. e=1), the enterprises need not be arranged by their NIC codes. With this in mind, sampling serial number starting from 1 may be assigned to the tick-marks ($\sqrt{}$) independently in each of the cols.(5) to (16) but where enterprises are not required to be arranged as per the NIC codes, sampling serial numbers may be given in the order of the tick-marks ($\sqrt{}$). In this way, the sampling frames of the 12 groups are prepared.

2.5.6 **Cols.(17) to (28) : Order of selection of the enterprises selected from the frames of 12 groups/strata :** The number of enterprises (e) to be selected from each of the 12 groups/strata may be determined as per the guidelines given in Chapter One. **It may be noted that the values of 'e' will be determined by joint consideration of both the segments for FSUs with h.g formation.** The enterprises will be selected circular systematically with equal probability. The random start 'R' (to be taken from the table of random numbers) will lie between 1 and E (where 'E' is the number of enterprises in the frame and E = the highest sampling serial number assigned to the tick-marks ($\sqrt{}$) of the frame) and 'R' will be taken independently for each of the 12 groups and in each case 'I' (i.e. the sampling interval) will be taken the integral part of (E/e). The values of E, e, R, and I may be recorded in the column headings of cols.(17) to (28). The cases where requisite number of enterprises to be sampled is not there in the frame of some strata have been discussed regarding allotment of enterprises to various strata in Chapter One.

Block 6 : Particulars of sampling of households

2.6.0 **General**: This block is meant for recording the summary information relating to sampling of households of the selected FSU/segments.

2.6.1 **Col. (2) : Population** : Population as obtained from summing up the household sizes in col.(2) of block 4 over all the listed households may be recorded in this column separately for segment 1 & 2.

2.6.2 **Col. (4) : Second-stage stratum** : Second stage stratum numbers '1', '2' & 'all' are already printed in this column against sch. 1.0 and sch. 10. Second stage stratum 'all' means that entry against this item in col.(9) will be the sum of entries made against

the second stage stratum numbers '1' & '2'. The entry in col. (9) for sch.1.0 against segment no. 'all' will be the sum of entries in col.(9) made against 'all' for sch.1.0 in segments 1 & 2. Similarly, the entry in col. (9) for sch.10 against segment no. 'all' will be the sum of entries in col.(9) made against 'all' for sch.10 in segments 1 & 2.

2.6.3 **Col. (5) : Number of households in the frame** :. The value of H1 and H2 as recorded in column headings of cols. (26) and (27) of block 4 are to be copied in col. (5) respectively against the second-stage strata 1 and 2 for the schedule 1.0. It may be noted that Hi (i = 1,2) will be same for both the schedules 1.0 and 10.

2.6.4 **Col. (6) : Number of households selected for survey** : The total number of households selected for sch.1.0/ sch.10 from second-stage stratum 1 and 2 will respectively be half the values of h1 and h2 as recorded in the headings of cols.(26) & (27).

2.6.5 **Cols. (7) to (10) : Number of households surveyed and number of casualty households** : These columns will be filled in after canvassing the detailed schedules in the selected households. Number of households with survey code 1 in block 1 of sch.1.0 and 10 will be recorded in col.(7) respectively against the relevant schedule types for the corresponding second-stage stratum 1/2. Similarly number of households with survey code 2 in block 1 of sch. 1.0 and 10 will be recorded in col.(8) respectively against the relevant schedule types for the corresponding second-stage stratum 1/2. The number of casualty households (i.e. selected households which could not be surveyed) will be recorded in col.(10) which may be derived as follows :
        col.(10) = col.(6 - col.(9),   where   col.(9) = col.(7) + col.(8)

2.6.6 For the FSUs in visit 2, sch. 10.1 will be canvassed in the households surveyed during visit 1 also. However, sch.10 will be canvassed if the household if the household is being surveyed for the first time during visit 2 (e.g. a selected household found to be casualty in visit 1 but available in visit 2). The entries made during visit 1 against col. (5) of sch.1.0 (both segments 1 & 2) may be copied during visit 2 also. Entries in cols.(6) to (10) will be made only against sch.10 (the description 'sch.10' in visit 2 means sch.10 as well as sch.10.1) during visit 2. Entries in col.(6), sch.10 (during visit 2) will be the corresponding transfer entries made during visit 1. for sch.10/sch.10.1, the entries in cols.(7) to (10) may change because some of the households originally selected and surveyed in visit 1 may be substituted or casually in visit 2 and some of the casualty households in visit 1 may be surveyed in visit 2. Some of the households surveyed in visit 1 may not exit during visit2 and these may be treated as zero case but their status will remain unchanged with reference to visit 1 while making entries cols.(7) & (8) of block 6.

Block 6A : Particulars of sampling of additional households (for canvassing sch.10.1 in visit 2 only)

2.6A.0 This block is same as that of block 6 having the same column headings. This block will record the summary particulars relating to the sampling of households from the frame of additional households listed in visit 2 in block 4A for those FSUs taken up for repeat survey in the next sub-round. This block is applicable only for sch.10. Number of households in the frame of segment 1 & 2 for sch.10 will be the values of H as recorded in column headings of col.(10), bl.4A of segments 1 & 2 respectively. It may be noted that the cell in col.(4) (i.e. the number of households in the frame, H) against sch.10/sch.10.1 has been shaded in the printed schedule but this cell should be treated as a valid cell for making the entry of H.

Block 7 : Particulars of sampling of non-agricultural enterprises

2.7.0 **General**: This block is meant for recording the summary information relating to sampling of non-agricultural enterprises of the selected village/segments. The cols.(3), (4), (9) & (10) of this block will be filled in from block 5. The other columns will be filled in by counting the filled-in schedules 2.0 by looking into the survey codes.

2.7.1 **Cols.(3) & (9) : Number of non-agricultural enterprises in the frames of the groups classified by enterprise class x broad industry group** : The entries in col.(3) (i.e. for enterprise class 1) by broad industry group codes 1 to 6 will be the values of E as recorded respectively in the column headings of cols.(17), (19), (21), (23), (25) & (27) of block 5. Similarly, the entries in col.(9) (i.e. for enterprise class 2)   by broad industry group codes 1 to 6 will be the values of E as recorded respectively in the column headings of cols.(18), (20), (22), (24), (26) & (28) of block 5.

2.7.2 **Cols. (4) & (10) : Number of non-agricultural enterprises selected for survey from the frames of the groups classified by enterprise class x broad industry group** The entries in col.(4) (i.e. for enterprise class 1) by broad industry group codes 1 to 6 will be equal to the values of 'e' as recorded in column headings of the cols.(17), (19), (21), (23), (25) & (27) respectively of block 5. Similarly, the entries in col.(10) (i.e. for enterprise class 2)   by broad industry group codes 1 to 6 will be will be equal to the values of 'e' as recorded in column headings of the cols.(17), (19), (21), (23), (25) & (27) respectively of block 5.

2.7.3 **Cols. (5) to (8) and Cols. (11) to (14)   : Number of non-agricultural enterprises surveyed and number of casualty enterprises** : These columns will be filled in after canvassing the detailed schedules in the selected enterprises. Number of enterprises with survey code 1(i.e. originally selected & surveyed), enterprise class code 1, broad industry group code 1 and segment no. 1 in block 1 of sch.2.0 will be recorded in col.(5) against broad industry group code 1 and segment no. 1. Similarly,

number of enterprises with survey code 1, enterprise class code 1, broad industry group code 2   and segment no. 1 in block 1 of sch.2.0   will be recorded in col.(5) against broad industry group code 2 and segment no. 1. In this way, cols.(5) & (11) will be filled in by looking into survey code, enterprise class code, broad industry group code and segment no. in block 1 of sch.2.0 for the surveyed enterprises. Similarly number of enterprises with survey code 2(i.e. substituted enterprise surveyed) in block 1 of sch. 2.0 will be recorded in col.(6) & (12) as per the enterprise class code, broad industry group code and segment no. in block 1 of sch.2.0 for the surveyed enterprises. The number of casualty enterprises (i.e. selected enterprises which could not be surveyed) will be recorded in cols.(8) & (14) and may be derived as follows :

col.(8) = col.(4) - col.(7),   where   col.(7) = col.(5) + col.(6)

and   col.(14) = col.(10) - col.(13),   where   col.(13) = col.(11) + col.(12)

Block 8 : Remarks by Investigator

2.8.0 The investigator may give his remarks here on any abnormal situation or entry in the schedule.

Block 9 : Comments by Supervisory Officer

2.9.0 The Assistant Superintendent, the Superintendent or any other officer who inspects the work relating to the schedule may give his comments here.

Block 10 : Particulars of field operations

2.10.0 The details of field operations will be recorded in this block. While recording the total time taken to canvass the sch. 0.1 (i.e. col.3, sl. no. 4 of this block), it may be noted that the journey time for reaching the sample village and returning back should not be considered for filling in this item. In other words, total time spent in identification of the boundaries of the sample village, hamlet-group formation, listing of households, formation of second-stage strata, selection of households / non-agricultural enterprises and filling in all other blocks of this schedule may be recorded in hours in one place of decimal.