

## **Chapter Five**

### **Schedule 10: Employment and Unemployment**

#### **INTRODUCTION**

5.0.0 The sixth quinquennial survey on employment-unemployment is to be carried out along with the surveys on household consumer expenditure and informal non-agricultural enterprises during the 55th round survey operations (July 1999 - June 2000) of the NSSO. The NSSO carried out the first quinquennial survey on employment - unemployment in the 27th round (September 1972 - October 1973). This first quinquennial survey made a marked departure from the earlier employment surveys of NSSO in procedure and content. The concepts and procedures followed in this survey were primarily based on the recommendations of the 'Expert Committee on Unemployment Estimates' (1970). Since then, the four successive quinquennial surveys conducted in 32nd, 38th, 43rd and 50th rounds have, more or less, followed an identical approach in the measurement of employment and unemployment. The basic approach in all these four quinquennial surveys have been the collection of data to generate the estimates of employment and unemployment according to the 'usual status' based on a reference period of one year, the 'current weekly status' based on a reference period of one week, and the 'current daily status' based on each day of the previous week. In order to reveal the multi-dimensional aspects of the employment-unemployment situation in India, information on several correlates were also gathered in these surveys. Sets of probing questions on some of these aspects have also been one of the basic features of these surveys. The changes and improvements in the concepts and contents that are made in the successive quinquennial surveys, are given in the Appendix A to this chapter (see pages 63 & 64).

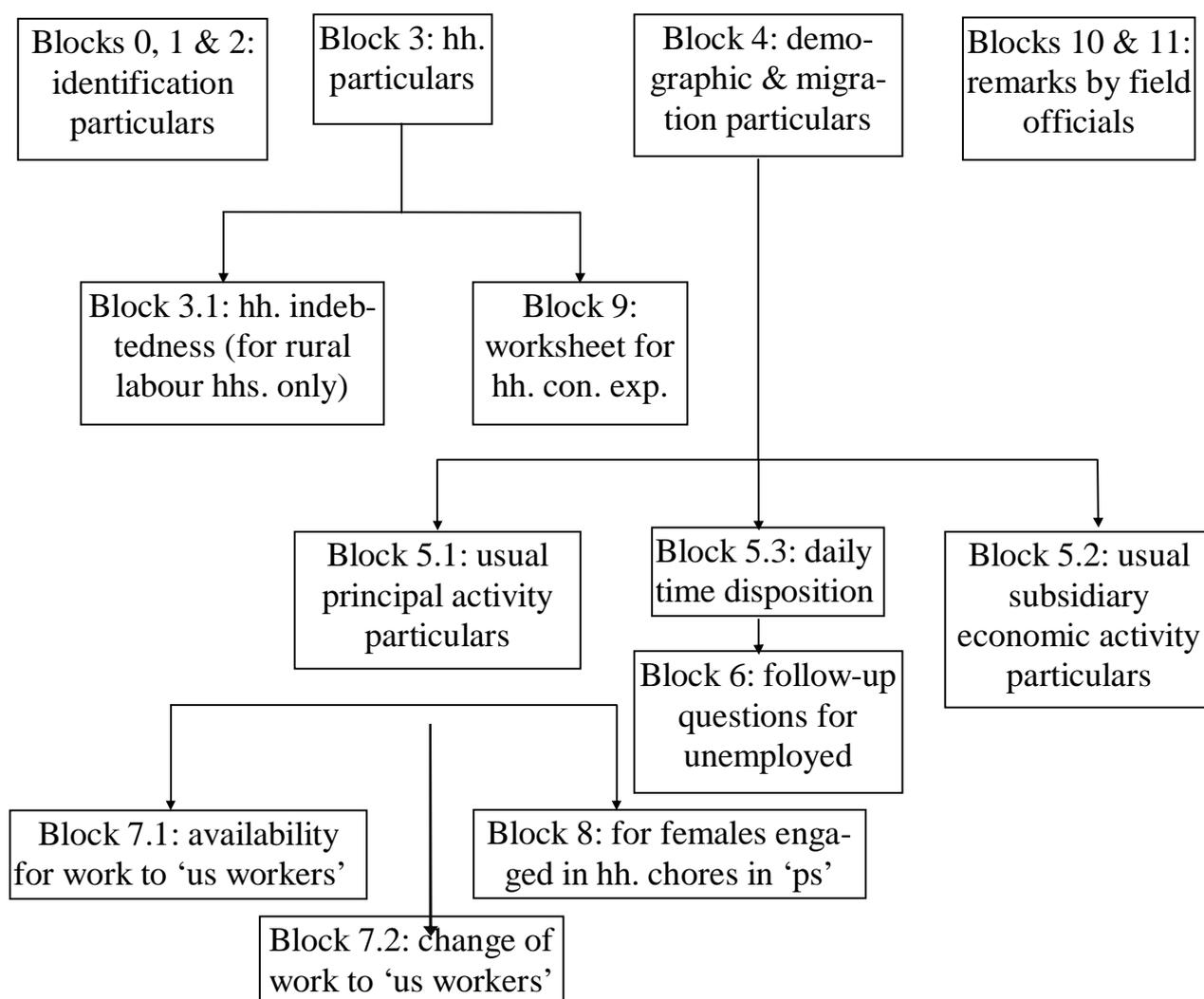
5.0.1 A Working Group was set up for the purpose of finalising the survey methodology and schedules of enquiry of the 55th round. Considering all the aspects of current data demand and usefulness of the survey results, the Group has suggested a few improvisations, additions and deletions in the content of the schedule of enquiry for the present survey. The major changes made in the schedule for employment and unemployment survey vis-à-vis the previous quinquennial survey are given below:

- a) Instead of recording the details for one subsidiary usual economic activity of all the members of the household, the details of two subsidiary usual economic activities pursued for relatively more time will be recorded.
- b) Certain probing questions to identify the employment in the unincorporated enterprises (i.e., the proprietary and partnership enterprises other than those covered under Annual Survey of Industries (ASI)) will be asked to the workers according to usual principal as well as subsidiary statuses. This apart, information to identify 'homeworkers' will be collected in this round.
- c) In addition to the information on the changes undergone in industry and/or occupation of the usually employed persons during last 2 years, provisions have been made to record changes in the status of work as well as the establishment of work during the same reference period. In all such cases where changes in any of these would be reported, the previous position obtaining for the person in that regard will also be ascertained.

- d) Migration particulars of each of the members of the sample household would be collected, as was done in the fourth quinquennial survey (NSS 43rd round).
- e) Probing questions, framed to get data on participation of persons in specified household chores, will be put only to females instead of all persons usually engaged in household chores.
- f) The set of probing questions framed for the children (5-14 years) to get information on their school attendance and participation in economic activities has been dropped from this round.
- g) The schedules on Employment - Unemployment and Consumer Expenditure are to be canvassed in independent sets of households. Since the monthly per capita expenditure of a household is an important classificatory variable for the study of employment- unemployment, provision has been made in the employment schedule to record household expenditure on broad groups of items so as to work out monthly per capita expenditure of the household.
- h) A sub-sample of FSUs will be repeated in two consecutive sub-rounds. The households selected and surveyed in a sub-round will be re-visited in the next sub-round for collection of data on employment and unemployment only. The newly formed households, if found, during the second visit to the FSU will constitute **second-stage stratum 9** and a sample of households will be selected from them for canvassing Schedule 10 (and not Schedule 10.1).
- i) All the items of information contained in Schedule 10 need not be collected in the second visit. A separate Schedule 10.1 has been designed (retaining few blocks of Schedule 10) and will be used for data collection in the second visit. *It is important to note that for the items retained in Schedule 10.1,*
- *the reference of block, item or column (i.e., block no., item no. and column no.) will be the same as those of Schedule 10 meant for first visit, unless otherwise specifically mentioned.*
  - *the same concepts, definitions and procedures are to be followed for collection of data in the second visit.*

**5.0.2 Summary description of the schedule:** Schedule 10 on employment-unemployment for this round consists of 16 blocks. Blocks 0, 1 and 2 are similar to the ones used in usual NSS rounds. These are used to record identification of sample households and particulars of field operations. The last two blocks, viz., Blocks 10 & 11, are again the usual blocks to record the remarks of investigator and comments by supervisory officer, respectively. Block 3 will be for recording the household characteristics like household size, religion, social group, land possessed and cultivated, monthly per capita consumer expenditure, etc., and Block 3.1 for recording particulars of indebtedness of rural labour households. Block 4 is used for recording the demographic and migration particulars of all the household members. In Block 5.1, particulars of principal usual activity of all the household members and the details of the enterprises for the usual status workers in the non-agriculture sector will be recorded. Similarly, the particulars of two major subsidiary economic activities of the household members and the details of the enterprises in which they are working will be recorded in Block 5.2. The daily time disposition for the previous seven days along with the corresponding activity particulars will be recorded for each of the household members in Block 5.3. Besides this, the CWS will be derived from the daily

time disposition data and will be recorded in this block. As in the past, wage and salary earnings and mode of payment will also be collected for the workers in this block. Block 6 will be used to record the responses to the probing questions to the persons who were unemployed on all the seven days of the reference week. They will be identified on the basis of duration of unemployment during the reference week recorded in Block 5.3. Blocks 7.1 and 7.2 contains the probing questions which are related to the under-utilisation of labour time and labour mobility, respectively. For the females classified as engaged in 'domestic duties' as per their usual principal status, some follow-up questions have been framed and listed in Block 8 with a view to collecting some additional information which might explain as to whether their usual attachment to domestic duties was voluntary or involuntary and also throw light on their participation in some specified activities for family gain. A worksheet to obtain the household monthly total expenditure has been provided in Block 9. The structure of the schedule and the linkage between different blocks are shown in the block diagram given below:



## CONCEPTS AND DEFINITIONS

**5.0.3 *Economic activity*:** Any activity that results in production of goods and services that adds value to national product is considered as economic activity. Such activities include production of all goods and services for market i.e. production for pay or profit and the production of primary commodities for own consumption and own account production of fixed assets, among the non-market activities.

The entire spectrum of human activity falls into two categories economic and non-economic activities. 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. These are essentially production of goods and services for the market including those of government services etc.. Non-market activities are the production for own consumption of primary products including own account processing of primary products and own account production of fixed assets.

The full spectrum of economic activities as defined in the UN system of National Accounts is not covered in the definition adopted for the NSS 55th round survey of Employment and Unemployment. However, the coverage of economic activities has been kept same as in the 50th round. The term 'economic activity' will include :

- (i) all the market activities described above i.e. the activities performed for pay or profit which result in production of goods and services for exchange.
- (ii) of the non-market activities,
  - (a) all the activities relating to the agricultural sector (**industry Divisions 01 to 05 of NIC 1998**) which result in production (including gathering of uncultivated crops, forestry, collection of firewood, hunting, fishing etc.) of agricultural produce 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 either in the capacity of a labour or a supervisor.

It is to be noted that like in earlier rounds, the activities like prostitution, begging, smuggling etc. which may result in earnings, by convention, will not be considered as economic activities.

**5.0.4 *Activity status*:** It is the activity situation in which a person is found during a reference period which concerns with the person's participation in economic and non-economic activities. According to this, a person will be in one or a combination of the following three statuses during a reference period:

- (i) working or being engaged in economic activity (work) as defined in para 5.0.3,

(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 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) is associated with 'employment' and that of (ii) with 'unemployment'.

Identification of each individual into a unique situation poses a problem when more than one of the three activity statuses listed above concurrently obtain for a person. In such an eventuality, the identification uniquely under any one of the three activity statuses is done by adopting either the major time or priority criterion. The former is used for classification of persons under 'usual activity status' and the latter for classification of persons under 'current activity status'. The three major activity statuses have been further sub-divided into several detailed activity categories. If a person is categorised as engaged in economic/non-economic activity, by adopting one of the two criteria mentioned above, is found to be pursuing more than one economic/non-economic activity during the reference period, the appropriate detailed status code will relate to the activity in which relatively more time has been spent. The categories under each of the three major activity statuses used in the survey are :

*(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
- (g) did not work due to sickness though there was work in household enterprise
- (h) did not work due to other reasons though there was work in household enterprise
- (i) did not work due to sickness but had regular salaried/ wage employment
- (j) did not work due to other reasons but had regular salaried/wage employment

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

- (a) sought work

(b) did not seek but was available for work

(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) recipients of rent, pension, remittance, etc.

(e) not able to work due to disability

(f) beggars, prostitutes, etc.

(g) others

(h) did not work due to sickness (for casual workers only).

**5.0.5 Workers (or employed):** Persons who are engaged in any economic activity or who, despite their attachment to economic activity, have abstained from work for reason of illness, injury or other physical disability, bad weather, festivals, social or religious functions or other contingencies necessitating temporary absence from work constitute workers. Unpaid helpers who assist in the operation of an economic activity in the household farm or non-farm activities are also considered as workers. All the workers are assigned one of the detailed activity statuses under the broad activity category 'working or being engaged in economic activity'.

**5.0.6 Seeking or available for work (or unemployed) :** Persons, who 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).

**5.0.7 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. 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, smugglers, etc. and casual labourers not working due to sickness.

**5.0.8 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 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 operation. The fee or remuneration received by them consists of two parts - the share of their labour and profit of the enterprise. In other words, their remuneration is determined wholly or mainly by sales or profits of the goods or services which are produced.

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.

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 synonymously used for such workers. For the purpose of this survey, all such workers will be commonly termed as 'home workers' and will be categorised as 'self-employed'.

**Home worker:** A 'home worker', for the purpose of this survey, is one who:

- i) carries out the work in his or her home, or in other **premises of his or her own choice, but not in the work place of the employer**. There is usually no direct supervision by the 'employer'. The term '**employer**' means a person who either directly or through intermediary gives out work to the 'home workers'. The 'employer' **may or may not provide** the equipment, raw material or other inputs used,
- ii) carries out the work as per the **product-specifications** (i.e., mainly or solely under order/contract) of the 'employer', and
- iii) receives remuneration for work based on output, normally on piece rate basis.

The 'home workers' have *some degree of autonomy and economic independence* in carrying out the work, and their work is not directly supervised as for the employees. Like the other self-employed, these workers have to meet certain costs, like actual or imputed rent on the buildings in which they work, costs incurred for heating, lighting and power, storage or transportation, etc. That means, they have some tangible or intangible means of production. Note that employees are not required to provide such inputs for production.

**Note that the 'home workers' are to be classified as self-employed.**

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

**5.0.9 Regular salaried/wage employee:** Persons working in others 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 salaried/wage employees. *The 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.*

**5.0.10 Casual wage labour:** A person casually engaged in others 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, a type of casual labourers can be seen who normally engage themselves in 'public works' activities. 'Public works' are those activities which are sponsored by Government or local bodies for construction of roads, bunds, digging of ponds etc. as 'test relief' measures (like flood relief, drought relief, famine relief, etc.) and also employment generation scheme under poverty alleviation programmes (NREP, RLEGP, etc.).

**5.0.11 Manual work:** A job essentially involving physical labour is considered as manual work. However, jobs essentially involving physical labour but also requiring a certain level of general, professional, scientific or technical education are not to be termed as 'manual work'. On the other hand, jobs not involving much of physical labour and at the same time not requiring much educational (general, scientific, technical or otherwise) background are to be treated as 'manual work'. Thus, engineers, doctors, dentists, midwives, etc., are not considered manual workers even though their jobs involves some amount of physical labour. But, peons, chowkidars, watchman, etc. are considered manual workers even though their work might not involve much physical labour. Manual work has been defined as work pursued in one or more of the following occupational groups of the National Classification of Occupations (NCO 1968) :

Division 5: Service workers:

Group 52: cooks, waiters, bartenders and related workers (domestic and institutional).

Group 53: maid and other housekeeping service workers (not elsewhere classified).

Group 54: building caretakers, sweepers, cleaners and related workers.

Group 55: Launderers, dry cleaners and pressers.

Group 56: hair dressers, barbers, beauticians and related worker.

Family 570: fire fighters

Family 574: watchmen, gate keepers

Family 579: protective service workers not elsewhere classified.

Division 6: Farmers, Fishermen, Hunters, Loggers and related workers :-

Group 63: agricultural labourers

Group 64: plantation labourers and related workers

Group 65: other farm workers

Group 66: forestry workers

Group 67: hunters and related workers

Group 68: fishermen and related workers.

Division 7-8-9: Production and related workers, transport equipment operators and labourers :

All groups excluding group 85 (electrical fitters and related workers) and group 86 (broadcasting station and sound equipment operators and cinema projectionists).

**5.0.12 Rural Labour:** Manual labour working in agricultural and /or non-agricultural occupations *in return for wages* paid either in cash or in kind (excluding exchange labour) and *living in rural areas*, will be taken as rural labour.

**5.0.13 Agricultural labour:** A person will be considered to be engaged as agricultural labour, if he/she follows one or more of the following agricultural occupations in the capacity of a wage paid manual labour, whether paid in cash or kind or both :

- (i) farming,
- (ii) dairy farming,
- (iii) production of any horticultural commodity,
- (iv) raising of livestock, bees or poultry,
- (v) any practice performed on a farm as incidental to or in conjunction with farm operations (including forestry and timbering) and the preparation for market and delivery to storage or to market or to carriage for transportation to market of farm produce.

Working in fisheries is **excluded** from agricultural labour. Further, 'carriage for transportation' refers **only to the first stage of the transport** from farm to the first place of disposal.

5.0.14 **Wage paid-manual labour:** A person who does manual work in return for wages in cash or kind or partly in cash and partly in kind (excluding exchange labour) is a wage paid manual labour. Salaries are also to be counted as wages. A person who is self-employed in manual work is **not treated** as a wage paid manual labour.

5.0.15 **Usual activity status:** The usual activity status relates to the activity status of a person during the reference period of 365 days preceding the date of survey. The activity status on which a person spent relatively longer time (major time criterion) during the 365 days preceding the date of survey is considered the *principal usual activity status* of the person. To decide the principal usual 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 longer 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 longer time spent.

5.0.16 **Subsidiary economic activity status:** A person whose principal usual status is determined on the basis of the major time criterion may have pursued some economic activity **for a relatively shorter time** (minor time) during the reference period of 365 days preceding the date of survey. The status in which such economic activity is pursued is the subsidiary economic activity status of the person. In case of multiple subsidiary economic activities, the major two activities and their statuses based on the relatively longer time spent criterion will be considered. It may be noted that engagement in work in subsidiary capacity may arise out of the two following situations :

- (i) a person may be engaged for a relatively longer period during the last 365 days in economic/non-economic activity and for a relatively shorter period in another economic activity and
- (ii) a person may be pursuing one economic activity/ non-economic activity almost throughout the year in the principal usual activity status and also simultaneously pursuing another economic activity for a relatively shorter period in a subsidiary capacity.

5.0.17 **Current weekly activity status:** The current weekly activity status of a person is the activity status obtaining for a person during a reference period of 7 days preceding the date of survey. It is decided **on the basis of a certain priority cum major time criterion**. According to the priority criterion, the status of 'working' gets priority over the status of 'not working but seeking or available for work' which in turn gets priority over the status of 'neither working nor available for work'. *A person is considered working (or employed) if he/she, while pursuing any economic activity, had worked for at least one hour on at least one day during the 7 days preceding the date of survey.* A person is considered 'seeking or available for work (or unemployed)' if during the reference week no economic activity was pursued by the person but

he/she made efforts to get work or had been available for work any time during the reference week though not actively seeking work in the belief that no work was available. A person who had neither worked nor was available for work any time during the reference week, is considered to be engaged in non-economic activities (or not in labour force). Having decided the broad current weekly activity status of a person on the basis of 'priority' criterion, the detailed current activity status is again decided **on the basis of 'major time' criterion if a person is pursuing multiple economic activities.**

5.0.18 **Current daily activity:** The activity pattern of the population, particularly in the unorganised sector, is such that a person might be pursuing more than one activity during a week and sometimes during a day. Many people might undertake both economic and non-economic activities on the same day of a reference week. The current daily activity status for a person is determined on the basis of his/her activity status on each day of the reference week **using a priority-cum-major time criterion** (day to day labour time disposition). The following points may be noted for determining the current daily status of a person:

- i) Each day of the reference week is looked upon as comprising of either two 'half days' or a 'full' day for assigning the activity status.
- ii) A person is considered 'working' (employed) for the entire day if he/she had worked for 4 hours or more during the day.
- iii) If a person was engaged in more than one of the economic activities for *4 hours or more* on a day, he/she would be assigned two out of the different economic activities on which he/she devoted relatively longer time on the reference day (for each of those two activities, the intensity will be 0.5).
- iv) If the person had worked for *1 hour or more but less than 4 hours* he/she is considered 'working' (employed) for half-day and 'seeking or available for work' (unemployed) or 'neither seeking nor available for work' (not in labour force) for the other half of the day depending on whether he was seeking/available for work or not.
- v) If a person was not engaged in any 'work' even for 1 hour on a day but was seeking/available for work even for 4 hours or more, he is considered 'unemployed' for the entire day. But if he was 'seeking/available for work' for more than 1 hour and less than 4 hours only, he is considered 'unemployed' for half day and 'not in labour force' for the other half of the day.
- vi) A person who neither had any 'work' to do nor was available for 'work' even for half a day was considered 'not in labour force' for the entire day and is assigned one or two of the detailed non-economic activity status depending upon the activities pursued during the reference day.

5.0.19 **Operation:** It is the type of work performed by a person during a reference period such as manual, non-manual, agricultural, non-agricultural etc. Operation has been combined with activity status and industry corresponding to the work performed. Information regarding the type of operation is collected **only for rural areas and relating to current status only.** The different

types of operations are - ploughing, sowing, transporting, weeding, harvesting, others (manual) and others (non-manual). In the last two cases the sector in which the work is performed is indicated by the industry. It may be noted, that for 'regular salaried/wage employees' on leave or on holiday the 'operation' relates to their respective function in the work or job from which he/she is temporarily off. Similarly, for persons categorised as 'self-employed' but not working on a particular day inspite of having work on that day, the operation will relate to the work that he/she would have done if he/she had not enjoyed leisure on that day.

5.0.20 **Skill:** Any marketable expertise, however acquired, irrespective of whether marketed or not, whether the intention is to market it or not is considered as skill. Thus, a person holding a certificate or diploma on an appropriate subject will be considered to possess the specified skill along with the persons who have acquired the said skill without receiving any such certificate or even without attending any institution. When a person has acquired skill in more than one trade, the skill in which he/she is more (most) proficient is considered as his/her skill.

5.0.21 **Nominal work:** Work done by a person **for 1 - 2 hours in a day** of the 7 days reference week is said to be a day with nominal work for the person. In the day to day labour time disposition of the reference week, such a day's work is considered to be 'half-days' work (and it gets half intensity while accounting).

5.0.22 **Earnings:** Earnings refer to the wage/salary income (and not total earnings) receivable for the wage/salaried work done during the reference week by the wage/salaried employees and casual labourers. The wage/salary receivable may be in cash or kind or partly in cash and partly in kind.

- i) The kind wages are evaluated **at the current retail price**.
- ii) Bonus and perquisites evaluated at retail prices and duly apportioned for the reference week are also **included** in earnings.
- iii) Amount receivable as 'over-time' for the additional work done beyond normal working time is also **included**. This is a departure from the earlier practice.

5.0.23 **Cultivation:** All activities relating to production of crops and related ancillary activities are considered as cultivation. Growing of trees, plants or crops as plantation or orchards (such as rubber, cashew, coconut, pepper, coffee, tea etc.) are not considered as cultivation activities for the purpose of this survey. In general, the activities covered under NIC 1998 sub-classes 01111, 01112, 01113, 01115, 01119, 01121, 01122 and 01135 (excepting plantation of pepper and cardamom) are to be considered as cultivation (equivalent to the activities under industry Groups 000 to 008 of NIC 1987).

## DETAILS OF SCHEDULE

5.0.24 In this round, a bulk of information is to be collected about the enterprises in which the workers in the household are employed. It is, therefore, preferable to contact the workers in the household to get information about their enterprises.

**5.0.25 Block 0: Descriptive identification of sample household:** This block is meant for recording descriptive identification particulars of the sample household and the sample village/block to which the sample household belongs. All the items are self-explanatory. A dash mark (-) may be recorded against items which are not applicable in a particular situation (e.g. village name is not applicable for urban sample).

**5.1.0 Block 1: Identification of sample household:** The identification particulars of the sample household will be recorded in this block. The instructions to be followed will be the same as those for Block 1 of Schedule 1.0 given in Chapter Four (see paras 4.1.1 to 4.1.9). It may further be noted that for item 12, entry will always be 1 in the case of first visit to the household (i.e., in Sch. 10) and 2 in the case of a re-visit (i.e., in Sch. 10.1).

**5.2.0 Block 2: Particulars of field operations :** The instructions to be followed for filling in this block will be same as discussed in para 4.2.0.

**5.3.0.0 Block 3: Household Characteristics:** Characteristics which are mainly intended to be used to classifying the households will be recorded in this block. Items are similar to that of schedule 1.0. Therefore, for field instructions please refer to the relevant portions of Chapter 4 as given below:

item	refer para number
1. household size	4.3.1
2. social group	4.3.14
3. religion	4.3.13
4. household type	4.3.5 to 4.3.12
5. total expenditure last month	to copy from item 19, bl. 9, Sch. 10
6. land owned as on date of survey	4.3.16 & 4.3.17
7. land possessed as on date of survey	4.3.20
8. land cultivated	4.3.21
9 & 10. number of members who got work for at least 60 days in 'public works' during the last 365 days	4.3.26

**5.3.0.1 Item 5: Total expenditure last month (Rs):** The total monthly consumer expenditure given in item 19 of block 9 will be copied against this item. The entry for expenditure will be made in **whole rupees** (and not in two places of decimals).

**5.3.0.2 Items 9 & 10: No. of members who got work for at least 60 days in 'public works' during last 365 days:** It will be first ascertained if any member of the household got any work for at least 60 days during last 365 days preceding the date of survey in 'public works'. The scope of 'public works' is as explained in para 4.3.26. The number of male and female members who got work in 'public works' will be recorded against items 9 & 10, respectively. If no member got any such work '0' will be recorded against these items.

**5.3.1.0 Block 3.1: Household indebtedness:** This block is intended to collect information on the extent of indebtedness of the rural labour households, i.e., those with household type code 2

or 3 against item 4 of block 3 of rural schedules. The information on indebtedness is being collected since the first rural labour enquiry and the definitions, etc., of the different kinds of loan transacted have been purposefully kept unchanged with a view to building up a comparable time series on indebtedness of rural labour households. This time, the procedure of determining the household type has been slightly modified for easy collection of information in the field. It is expected that the distribution of households will not vary much by introduction of this change in the procedure. The information pertaining to the household indebtedness as outstanding on the date of survey will be collected in this block. For the purpose of this survey, **loans will include borrowing in cash and/or kind (including hire purchases)**. Credit purchases **will be** treated as loans. Also the dues on items of credit purchases like milk, services of dhobi, etc., **will be** treated as loan to maintain comparability with the earlier enquiries. Borrowings in **kind should be evaluated at current retail price** prevalent in the local market. An advance payment received for forward delivery of goods **should also be** regarded as loan. Irrespective of the type of loan, attempts will be made to record each loan separately. Each loan will have a separate serial number against which the information on nature, source, purpose and amount of the loan will be recorded. If, however, the nature, source and purpose of two or more loans are similar, they may be entered as a single loan.

5.3.1.1 **Column (1): Serial number:** As mentioned above, entries are to be made for each loan separately. Thus, each loan outstanding on the date of survey will get a separate serial number and that has to be recorded under this column.

5.3.1.2 **Column (2): Nature of loan:** For each loan listed in column (1), the 'nature of loan' in terms of code numbers will be recorded in this column. The relevant codes are :

hereditary loan .....	1	loan contracted in kind .....	3
loan contracted in cash ....	2	loan contracted partly in cash and partly in kind .....	4

5.3.1.3 **Column (3): Source:** The information regarding the source of each loan will be recorded in this column in terms of code numbers. The codes to be assigned are :

government .....	1	agricultural/professional money lender .....	5
co-operative society .....	2	shop-keeper/trader .....	6
bank .....	3	relative/friends .....	7
employer/landlord .....	4	others .....	9

If any relative/friend charges interest, the proper source code should be 5 and not 7. Co-operative banks will be considered as banks and not co-operative society.

5.3.1.4 **Column (4): Purpose of loan:** The purpose for which the loan has been contracted by the household will be recorded in this column in terms of codes. If a particular loan is taken to meet more than one purpose, the purpose for which large part of the loan is intended to be utilised will be considered for recording entries in this column. The relevant codes are :

*household consumption :*

medical expenses .....	1
educational expenses .....	2
legal expenses .....	3
other consumption expenses .....	4
marriage and other ceremonial expenses .....	5
purchase of land / construction of building.....	6
productive purpose .....	7
repayment of debt .....	8
others .....	9

The purpose of loan taken for legal expenses to be incurred towards enterprise account will get code 7, while code 4 will cover for loans taken for the purpose of food consumption, consumption of clothing, purchase of durable goods, etc.

**5.3.1.5 Column (5): Amount outstanding including interest on the date of survey:** For each loan, the total amount due on the date of enquiry (i.e. the outstanding principal plus the interest due) will be recorded in col. (5). Initial discount allowed, if any, in the principal should be taken into account while recording the total amount of loan outstanding on the date of survey. Suppose the value of an item of hire purchases is Rs. 5,000/- and 10% off season discount is allowed, the loan under this situation will be considered as (Rs. 5000 - Rs. 500) Rs. 4500/- only. Account should also be taken of any advance deduction made at the time of giving loan. Thus, for a loan of Rs. 100/-, Rs. 10/- is deducted as interest at the time of receiving the loan, the entry against this column will be Rs. 100/- and not Rs. 90/-. If only one loan is recorded in column (5), the amount of that loan should be repeated in the 'total' line. In the case of multiple loans recorded in 2 or more lines, the total amount of all such loans taken together should be recorded in the 'total' line.

**5.3.1.6** The procedure adopted for making entries in regard to credit purchase requires elaboration. In the case of credit purchase, it should first be ascertained whether such credits are really due on the date of survey or not. Thus, in case of milk and some other items purchased on credit, the payments are usually made at the end of the month, whereas, the payments are in fact due on the dates of purchases and not at the end of the month. Therefore, on the date of survey all credit purchases of such items made till that date are due and hence they will be treated as outstanding loans. On the other hand, since the payments of wages made to domestic servants or the amounts paid on account of house rent or electricity charges are usually made after a given period, say one month, the amount of payment should be considered as loan only after expiry of the stipulated date of payment of such charges.

#### **5.4.0 Block 4: Demographic and migration particulars of household members**

This block is meant to record the demographic particulars like sex, age, marital status etc. and particulars of migration for each member of the household. The description of the items and the procedure for recording them are explained below:

5.4.1 **Column (1): Serial number:** All the normally resident members of the sample household will be listed in this block with continuous serial numbers starting from 1 in this column. While listing, the head of the household will be listed first, followed by his/her spouse, the first son, his wife and children, second son, his wife and children, etc. After the sons are listed, the daughters will be listed followed by other relations, dependent, servants, etc. For definitions of 'household' and 'normally resident members' of the household see Chapter 1 of the instructions.

5.4.2 **Column (2): Name of member:** The name of the normally resident members corresponding to the serial numbers in column (1) in the order specified above will be entered in column (2).

5.4.3 **Column (3): Relation to head:** The family relationship of each member of the household to the head of the household will be recorded in codes in this column. The head of the household, who will be listed first, will be given code 1, corresponding to 'self'. The codes to be used to indicate various relationships are as follows :

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

5.4.4 **Column (4): Sex:** The sex of each member of the household will be recorded as 1 or 2 depending on whether the member is a male or female.

5.4.5 **Column (5): Age (years):** Age of each member in completed years as on the date of survey will be entered in this column, in a two digit formation. Thus, a child who is less than a year old will have an entry '00' and a person who is 35 years and 10 months will have entry '35'. If any person is found to be more than 99 years old, his/her age will be recorded as '99'.

5.4.6 **Column (6): Marital status :** The marital status of each member will be recorded in this column in codes. The codes for different marital statuses are as follows:

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

5.4.7 **Educational standard:** Information on highest general and technical education attained by the members of the household will be recorded in terms of codes in column (7) and column (8), respectively. For the purpose of making entries in these two columns, only the course successfully completed will be considered. For instance for a person who has studied upto say, first year B.A. or has failed in the final B.A. examination, his educational attainment will be considered only as 'higher secondary', for the purpose of column (7).

5.4.7.1 **Column (7): General:** In column (7), the highest level of general education of the members will be recorded in codes which are given below:

<i>not literate</i>	01
.....	
<i>literate through attending : NFEC/AEC</i>	02
.....	
TLC .....	03
others .....	04
literate but below primary .....	05
primary .....	06
middle	07
.....	
secondary.....	08
higher secondary .....	09
<i>graduate and above in : agriculture.....</i>	10
engineering/technology .....	11
medicine .....	12
other subjects .....	13

A person who can read and write a simple message in any language with understanding is considered literate. Those who cannot do so will be treated as not literate and will be assigned code 01. Some persons achieve literacy by attending Non-formal Education Courses (NFEC) or Adult Education Centres (AEC). Such persons will be given code 02. During the last few years under the National Literacy Mission, in many parts of India, Total Literacy Campaigns (TLC) are being organised. Persons who have become literate through attending TLC will be given code 03. Persons who are literate through means other than formal schooling or the two above enumerated ways will be given code 04. Those who are by definition literate but are yet to pass primary standard examination but have attended or are attending formal school classes will be assigned code 05. Codes 06, 07, 08, and 09 will be assigned to those who have passed the appropriate levels. The criteria for deciding primary, middle, secondary etc. levels will be that followed in the concerned states/u.ts. A graduate will get one of the codes 10 to 13 depending on the subject in which he/she has graduated. For code 12, medical graduates belonging to school of medicine other than allopathic, are also to be considered. In case the person has graduated in more than one discipline and if more than one of the codes 10 to 13 are applicable, then the following procedure may be followed :

(i) when code 13 as well as one of the code 10 to 12 are relevant, code 13 will not be considered.

(ii) where more than one of the codes 10 to 12 are relevant the code indicating the **degree last obtained** will be considered. Persons who have attained proficiency in languages like Sanskrit, Persian etc. through formal but not the general type of education will be classified appropriately at the equivalent level of general education standard.

5.4.7.2 **Column (8): Technical:** Technical education standard achieved by the members of the household will be recorded in one of the following codes:

<i>no technical education</i> .....	1
<i>technical degree in agriculture / engineering / technology / medicine etc.</i> .....	2
<i>diploma or certificate in :</i>	
agriculture .....	3
engineering/technology .....	4
medicine .....	5
crafts .....	6
other subjects .....	9

If more than one of the codes 2 to 9 are applicable, the code indicating the diploma/certificate **last received** will be considered. It may be noted that the technical certificate/diploma obtained by the person **need not necessarily be recognised** by the Government.

5.4.8 **Column (9): Current attendance in educational institutions and course of study :** This item will be collected **for persons of age below 30 years**. It will be first ascertained if the person is currently attending any educational institutions (government or private) or not. Persons who are registered for any regular correspondence courses or distance education courses for a stipulated period at the end of which, are allowed to appear in the examination for the course, **will also be** considered as "currently attending educational institutions". Persons who are awaiting results will be considered as "currently attending" and the appropriate code for the level for which they have appeared in the exams will be recorded. For those who are found currently attending, the course of study pursued by them will be further ascertained. Persons who are not currently attending any educational institutions will be given any of the codes 11 to 16 depending upon situation. For others, codes will be assigned depending on the course of study pursued by them. The code structure for this item is as follows :

<i>currently not attending any educational institution:</i>	
<i>never attended: to supplement hh. income</i> .....	11
<i>other reasons</i> .....	12
<i>ever attended but discontinued studies:</i>	
<i>to supplement hh. income</i> .....	13
<i>other reasons</i> .....	14
<i>ever attended but dropped out:</i>	
<i>to supplement hh. income</i> .....	15
<i>other reasons</i> .....	16
<i>currently attending : NFEC/AEC</i> .....	21
TLC .....	22

pre-primary .....	23
primary .....	24
middle.....	25
secondary & higher secondary	26
<i>graduate and above in:</i> agriculture.....	27
engineering/technology .....	28
medicine .....	29
other subjects .....	30
<i>diploma or certificate course in:</i>	
agriculture .....	31
engineering/technology .....	32
medicine.....	33
crafts.....	34
other subjects .....	35

Drop-outs are those who while attending a level/course discontinued study before successfully completing that level, and discontinued cases are those who discontinued study after successfully completing a level.

**5.4.9 Column (10): Currently registered with employment exchange: For persons of age below 65 years** listed in col. 1 of the block, it is to be ascertained whether or not they are currently on the live register of the employment exchange. For a person to be currently on the live register, he or she should renew his/her registration before it lapses, i.e. when the renewal becomes due. The period specified for renewal varies from state to state and also perhaps, from one employment category to the other. The investigator therefore should ascertain from some knowledgeable sources, the period specified for such renewal in the particular region where he has to carry out the field work. With this background information, the investigator should find out when the person has registered in the employment exchange, whether he has renewed the registration etc. and thus determine whether or not he or she was currently on the live register of the employment exchange. If the name of the person is in the live register of the employment exchange, code 1 and if not, code 2 will be recorded in col. 10.

**5.4.10 Column (11): Whether staying in the same village/town for last 6 months or more:** Each member of the household will be asked whether or not he/she has been staying in the sample village or town, as the case may be, **for last 6 months or more** irrespective of his/her period of temporary stay-away from the village/town for any purpose. Those staying for last 6 months or more would be assigned code 1 and others, code 2. It is quite possible that on the date of survey, a member of the household is not in the sample village/town and is *temporarily* away from the village/town. For him/her also, code 1 or 2 will be assigned depending on whether his/her stay in the village/town is for last 6 months or more, or not. Note that for new born babies of age less than 6 months, code 2 may be recorded.

**5.4.11 Column (12): If code 1 in col. 11, whether during last 365 days stayed away from village/town for 60 days or more for employment or in search of employment:** For each person who had stayed in the sample village/town for last 6 months or more (i.e. with code 1 in col. 11), it is to be ascertained whether during last 365 days preceding the date of survey, he/she stayed away from the village/town **for 60 days or more either for the purpose of employment/better employment or in search of employment**. Code 1 or 2 is to be assigned according to the reply being in the affirmative or otherwise. For filling in this column, the following points may be kept in mind:

(i) during the last 365 days, the period of stay away from village/town must be 60 days or more. The period of stay away outside the village/town may or may not be continuous and the place of stay may or may not be the same.

(ii) the purpose of stay away from village/town should be ‘for employment/better employment’ or ‘in search of employment’ only.

The following illustration may help in identifying the purposes ‘for employment’ and ‘in search of employment’:

A person may not be having any employment at his place of enumeration (i.e. village/town) due to either non-availability of work in the area or availability of a work which is less remunerative. If such a person had stayed in the place(s) other than his village/town in search of employment or for employment/better employment, code 1 will be applicable for him provided the period of stay-away during the last 365 days is 60 days or more. This may also happen to persons engaged in work nominally or intermittently. For them, and particularly for casual labourers or regular wage/salaried persons, change of employer(s) **will** largely determine the purpose ‘for employment’. The purpose of movement of the self-employed ‘along with their enterprise’ from place to place **will be** considered ‘for employment’, but their movement for the purposes of procuring the raw materials, supplying goods produced, making contracts, etc. for the enterprise in which he/she is usually engaged **will not be** considered here. Such activities will be considered as part of the working of their enterprise. Similarly, the purpose of movement of persons visiting their own establishments located in different parts of the country **will not be** considered ‘for employment’. These cases will get code 2 in this column. Further, persons who move frequently as part of their ‘service contract or nature of work’, **will not be** considered and code 2 will be assigned to them. Hence, staying away of Sales/Medical Representatives and others with a job involving touring (office/job related) will not be considered.

**5.4.12 Column (13): Whether place of enumeration differs from last usual place of residence (upr):** This column is intended to capture the information on migration of the household members. This will be decided based on the concept of change in the usual place of residence (upr). The usual place of residence here is defined as a place (village or town) where the person has stayed continuously for a period of six months or more. The place of enumeration refers to the place (village or town) where the person is being enumerated or surveyed, i.e., the present place of residence of the person. This column will record whether the person now enumerated had a different upr previously (called the last upr). Code 1 will be entered for persons whose place of enumeration is different from the last upr. For those who have been staying in the same village or town since their birth code 2 will be entered. Visits of daughters to their parent's

place for child birth or for treatments etc. **will not be** considered even if it is for more than six months. The following two cases may be specifically noted:

(i) For persons who have only moved from one locality to another within the same town/village, the place of enumeration and place of last upr will be the same.

(ii) Stay in a different town or village for less than six months will be ignored. For example, if a person staying in place A moves to place B where he stays for 8 months and then moves to place C and stays there for 4 months before finally settling down at place D, and if he is enumerated at place D his last upr will be B and not C.

5.4.13 **Columns (14) - (20)** : Columns (14) to (20) will be filled in only for those persons whose place of enumeration is different from the place of last upr (i.e., for those with code 1 recorded in col. 13).

5.4.14 **Column (14): Period since leaving the last upr**: For each such person, the years since leaving last upr i.e., the years elapsed since leaving the last upr till the date of survey will be recorded in column (14) in whole number as follows:

period less than one year ..... 0

one year or more but less than 2 years ..... 1

2 years or more but less than 3 years ..... 2

and so on.

In other words, only the **completed number of years** will be recorded. Periods of temporary stay (less than six months) in other places after leaving the last upr will also be included while determining the years since leaving last upr.

5.4.15 **Column (15): Particulars of last upr - location** : Location refers to the type of last usual place of residence of the person. The relevant code, as per the structure given below, is to be assigned to each of the person with code 1 in col. 13. The codes are:

<i>same district:</i>	rural ..... 1	<i>another state:</i>	rural .... 5
	urban ..... 2		urban .. 6
<i>same state but</i>			
<i>another district:</i>	rural ..... 3	<i>another country</i>	..... 7
	urban .... . 4		

5.4.16 **Column (16) & (17): State/u.t./country - name & code** : The state/u.t./country to which the last upr belongs to will be recorded in these columns. While the name will be written in col. 16, the codes for states and union territories in India will be assigned in col. 17 and will be the same as those used in the list of NSS regions, appended to the instructions.

As for the codes for the countries to which the last upr belongs the following coding scheme is to be used :

<u>Country/group of countries</u>	<u>code</u>	<u>Country/group of countries</u>	<u>code</u>
Bangla Desh	51	USA	58

<i>Nepal</i>	52	<i>Canada</i>	59
<i>Pakistan</i>	53	<i>other countries of North &amp; South America</i>	60
<i>Sri Lanka</i>	54	<i>UK</i>	61
<i>Bhutan</i>	55	<i>Other countries of Europe</i>	62
<i>Gulf countries (Saudi Arabia, Iran, Iraq, Kuwait, UAE and Other countries of the region)</i>	56	<i>Countries of Africa</i>	63
<i>other Asian Countries</i>	57	<i>Rest of the World</i>	64

5.4.17 **Column (18): Usual activity status at the time of leaving last upr** : For determining the usual activity status of the person at the time of leaving the last upr i.e. at the time of migration, the reference period to be adopted will be 365 days preceding the date of migration. The determination of the usual activity status will be done adopting the ‘relatively long time criterion’ as described in para 5.0.15. The usual activity status will naturally relate to the **principal status**. After determining the ‘usual status’ of the person the code relevant to the status assigned will be recorded here. The code structure is the same as given in para 5.5.1.2.

5.4.18 **Column (19): Industry division (2 digit NIC 1998)**: For the persons assigned any of the activity status codes 11-51 in col. 18 (i.e., those categorised working), the appropriate industry division code (2 digit NIC 1998) will be recorded in this column. The column will be left blank if entry in col. 18 is any one of 81-97.

5.4.19 **Column (20): Reason for leaving last upr**: For each person who had changed the last upr, the reason for doing so will be ascertained and recorded in terms of codes in this column. Only the reason for leaving the last upr (i.e., the one immediately before coming to the place of enumeration) will be considered. Codes for making entries in this column are :

<i>in search of employment</i>	01	<i>housing problems</i>	08
<i>in search of better employment</i>	02	<i>social / political problems</i>	09
<i>to take up employment / better employment</i>	03	<i>health</i>	10
<i>transfer of service/contract</i>	04	<i>marriage</i>	11
<i>proximity to place of work</i>	05	<i>migration of parent/ ear-ning member</i>	12
<i>studies</i>	06	<i>others</i>	19
<i>acquisition of own house/flat</i>	07		

The reason for migration has to be arrived at after suitable probes for each member of the household whose last upr was different from the place of enumeration. It may be noted that different members will report different reasons. Head of the household might have moved on transfer, but to members of family will be moving due to his movement only and not due to transfer of service. A few illustrative cases will help in clarifying the different reasons further. (These are not exhaustive and are given only as guidelines).

(i) Persons who move to a city or town in search of employment will be given code 1 if they were not already in employment at the time of leaving.

(ii) Persons who were employed at the last upr, but have come to the place of enumeration in search of better employment or regular employment or for other occupations will be given code 2.

(iii) The first two cases are different from the persons who come to the place of enumeration to *take up jobs*. These persons were not in search of jobs but were offered jobs for the first time or were offered better jobs than the one they were having at the last upr. They will be assigned code 3.

(iv) Transfer of service/contract will include persons who as part of the employment contract or service liability move from one place of posting to another. Regular employees like Govt. servants on transfer will fall in this category.

(v) Persons who had moved in order to be nearer to their places of work will be given code 5. These are people who move either to sub-urban towns or to nearby cities and should be distinguished from the earlier cases by noting that such persons do not move place to take up their jobs but only at a later period, with the explicit purpose of avoiding or reducing commuting to place of work or other similar reasons.

(vi) Students and others who leave their upr for further studies due to lack of requisite facilities at the last upr or other reasons will be classified under code 6. If a person changes upr to pursue his studies and at the same time looks for employment, which is the case in many occasions, the factor which is **basic for his change** of residence should be considered. **No priority rule exists in recording reason codes.**

(vii) Persons who move to a place to stay in a house/flat acquired by them will be given code 7. Here again the reason for movement should be directly attributable to the acquisition. Persons who on retirement move to their own house etc. will not be included.

(viii) Certain persons move from metropolitan cities or large towns to nearby smaller towns or other areas due to the problems of getting suitable accommodation or high rent etc. in the city or town of original residence. Such cases may be reported in villages also. They will be categorized under code 8.

(ix) Migration arising out of social or political problems including communal problems will be recorded under code 9.

(x) Persons sometimes move from one place to another due to the availability of better medical facilities for treatment or because of the unsuitable weather in the last upr etc. They will be counted as leaving upr for health reasons.

(xi) A substantial number of women in India change their upr after marriage to join their husbands. Person, whose change in upr occurs exclusively due to marriage will be given code 11.

(xii) In many cases of household migration, the members are **passive movers** in the sense that their changing upr is purely as a result of the parent or earning member changing upr. That the members might benefit by such moves in other ways **should not count**. Such passive movers will be recorded with code 12.

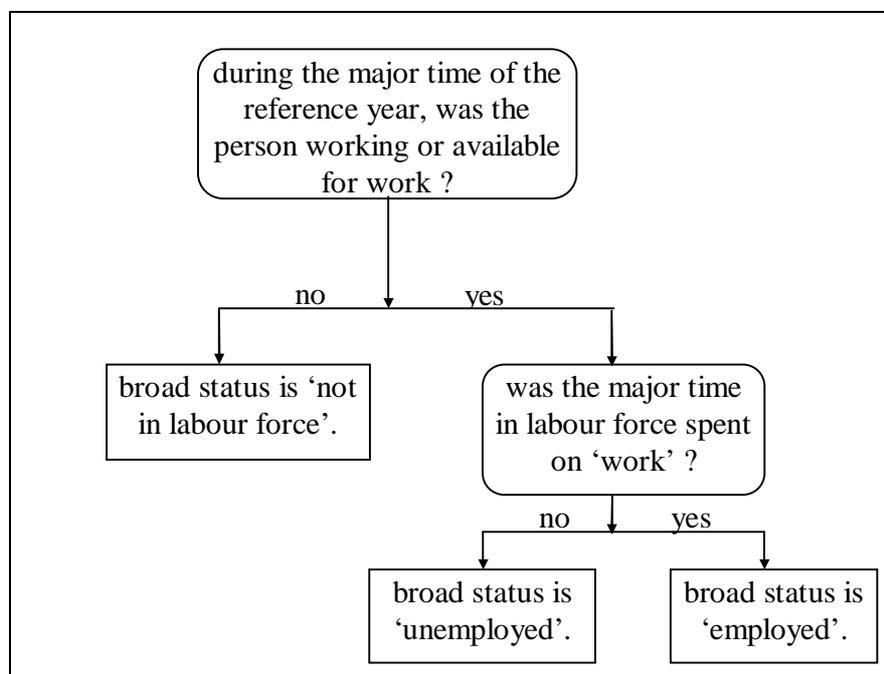
(xiii) Reasons for migration which cannot be classified into any of the cases with codes 1 to 12 will be assigned code 19.

**5.5.1.0 Block 5.1: Usual principal activity particulars of household members:** The usual principal activity particulars of each member of the household will be collected in this block. This will include information on industry-occupation of the working members and the particulars of the enterprises in which they are working. The particulars of usual activity are collected with reference to a period of 365 days preceding the date of survey. The relevant concepts like 'activity statuses', 'economic activity', 'principal usual activity', 'subsidiary economic activity' etc. are explained in the beginning of this chapter under 'concepts & definitions'. The description of the items and the procedure for recording them are explained below:

**5.5.1.1 Columns (1) & (2): Srl. no. & age, as in cols. (1) & (5) of block 4:** The entries in these two columns are to be copied from cols. 1 and 5 of block 4, for each of the members of the household.

**5.5.1.2 Column (3): Status:** For each of the members, the principal usual activity status will be recorded in this column. In the first instance the broad principal usual 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. The broad principal usual activity status will be one of the three categories viz. 'employed' (working), 'unemployed' (available for work) or 'not in labour force' (neither working nor available for work). It is to be noted that in deciding this, only the normal working hours available for pursuing various activities need be considered, and not the 24 hours of a day. Identification of this broad usual status category is explained below. The broad principal usual 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 of these two statuses 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 principal usual status as one of the three viz. employed, unemployed and out of labour force.



Thus, the procedure followed in the identification of the broad usual status classification is different from the one followed upto NSS 43rd round. The following example will help in highlighting the differences as also clarify the procedure.

person	number of months			principal usual activity status	remarks
	labour force employed	labour force unemployed	not in labour force		
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	0	1	11	<i>not in labour force</i>	<i>unemployed in (SS)</i>
G	1	0	11	<i>not in labour force</i>	<i>employed in (SS)</i>

With the broad category identified for a person, detailed activity status will be assigned on the basis of relatively longer time spent on a detailed activity. For example, suppose 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 principal usual activity status would be, worked in household enterprise (own account worker). The detailed principal status activity codes are as given below:

<b>activity status</b>	<b>code</b>
worked in hh. enterprise (self-employed) as own account worker	...11
worked in hh. enterprise (self-employed) as employer	...12
worked as helper in hh. 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 hh. use	...93
rentiers, pensioners, remittance recipients, etc.	...94
not able to work due to disability	...95
beggars, prostitutes	...96
others	...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'. Definitions of categories of workers are provided in this chapter under 'Concepts and Definitions'.

(i) It may be emphasised that the definitions used for describing helper in hh. enterprises is different from the one used in rounds prior to NSS 50th round. 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 longer period, inspite of his/her being engaged simultaneously in a non-economic activity. But, if a person who is available for work is reported to have attended educational institution more or less regularly for a relatively longer 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 the procedure adopted for other member of the household. It could be seen from para. 5.0.4 that engagement in domestic duties by the member of a household is not considered economic activity as defined for the survey. On the other hand, 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 engaged in domestic duties in return of 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 or so under a contractor, they will be considered as employee.

**5.5.1.3 Columns (4)-(6) : Principal industry-occupation:** Columns (4) to (6) 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 (3). The description of the industry-occupation relevant to the type of economic activity pursued by the person in the status recorded in col.(3) will be given in col. (4). The corresponding 5 digit industry sub-class code (NIC 1998) and the 3 digit occupation family code (NCO 1968) will be entered in columns (5) and (6), respectively. In case, two or more industry-occupation combinations corresponding to the status code given in column (3) have been reported by a person, the principal industry-occupation will be the one, in which **relatively more time** has been spent during the preceding 365 days by the person.

### **IMPORTANT**

**Note that to identify certain category of workers separately, NIC 1998 industry class code 9500 has been split into the following sub-classes, for the purpose of the survey, as given below:**

#### **Division 95: PRIVATE HOUSEHOLDS WITH EMPLOYED PERSONS**

housemaid/servant .....	95001	gatekeeper/chowkidar/watchman .....	95004
cook .....	95002	governess/baby-sitter .....	95005
gardener .....	95003	others .....	95000

These additional codes are to be used, wherever necessary, in **recording five digit entries in col. 5 of blocks 5.1 & 5.2 and in col. 21 of block 5.3**. In assigning the industry code under Division 95, it should be kept in mind that the work is to be performed predominantly in the premises of the household irrespective of whether it is performed in one or more than one household. Services provided by individuals to the household, if originate and terminate in the same household, will be classified under Division 95. For example, persons who collect electric bills from the households for payment, provide potable water in the container made available by the household, collects grocery items from the shops/market as per the list of items supplied by the household, gives tuition to the members of the household, etc., **will be** classified under this division. On the other hand, if the households avail these services by approaching such persons (providing these services) in their establishment/house, then those services **will not be** classified under Division 95. They will be classified under appropriate division. For example, a person giving tuition in his own coaching center or his own house, his activity will be classified under NIC 80904. Similarly, a person who is supplying potable water to one or more households (and uses his own container - which is his asset), will be classified under NIC 93090.

Note that the persons classified under NIC 95 in the above example, will be considered as ‘wage earners/employees’, while those not classified under 95 will be considered as ‘self-employed’.

**5.5.1.4 Column (7) : Whether engaged in any work in a subsidiary capacity (yes-1, no-2):**

For each member of the household listed in this block, it has to be ascertained whether he/she worked in a subsidiary capacity during the 365 days preceding the date of survey or in other words if he had any subsidiary economic status. Code 1 or 2 will be recorded accordingly. The identification of those working in a subsidiary capacity will be done as follows. To illustrate:

(i) A person categorised as working and assigned the principal usual activity status as own account worker may also be engaged for a relatively minor time during the reference year as casual wage labour (as in the case of 'A' quoted earlier). In such a case, he will be considered to have worked also in a subsidiary capacity i.e. having a subsidiary economic status which is different from the principal economic status. A person may be own account worker in trade for a relatively longer period and simultaneously also engaged in agricultural production for a relatively minor time. In such cases, the principal usual status will be own account worker in trade and subsidiary economic status - own account worker in agriculture.

(ii) Similarly, persons categorised as 'unemployed' or 'not in labour force' on the basis of relatively long time criterion might have pursued some economic activity for relatively minor time during the year (as in the case of 'B', 'D' and 'G' quoted earlier). In such cases, they will be treated as having subsidiary economic status and code 1 will be recorded in column (7).

It may be noted that engagement in work in subsidiary capacity may arise out of two situations: (i) a person may be engaged in a relatively long period during the 365 days in economic (non-economic activity) and for a relatively minor period in another economic activity (any economic activity), (ii) a person may be pursuing an economic activity (non-economic activity) almost throughout the year in the principal status and also simultaneously pursuing another economic activity (any economic activity) for relatively shorter time in a subsidiary capacity.

**5.5.1.5 Column (8): If code 1 in col. (7), number of subsidiary activities during last 365 days:**

For persons having code 1 in column (7), the number of subsidiary activities pursued by him/her during last 365 days will be ascertained and recorded in terms of code as detailed below:

one activity .....	1
two activities .....	2
three or more activities .....	3

The activities having different work status will be considered as different activities. Activities within the same work status but with different industry and/or occupation will also be considered as different activities.

**5.5.1.6 Columns (9) to (18): Particulars of enterprise for persons with industry divisions 10 to 99 in col. 5:** In these columns, particulars of the enterprises where household members are usually engaged will be recorded. These items are to be filled in for the members working in the non-agricultural enterprises (i.e., for those with entries 10 to 99, but not with entry 00, in col. 5 of the

block). **Note that the particulars to be collected in columns 9 to 18 will pertain to the principal status (col. 3) and industry (col. 5) obtained for the person.** Itemwise details follow. It is possible that the informant is, inspite of the best efforts of the investigator, unable to provide information sought from this set of items, the investigator should try to contact the concerned household member (worker) to record these information. In order to do that, the investigator may have to revisit the household and even at hours beyond his/her normal working.

**5.5.1.7 Column (9): Location of workplace (code):** The location of the workplace of each of the working members of the household is to be ascertained and recorded in terms of code under this column. The detailed codes are:

no fixed workplace .....	10
workplace in <b>rural areas</b> and located in:	
own dwelling .....	11
own enterprise/unit/office/shop but outside own dwelling .....	12
employer's dwelling .....	13
employer's enterprise/unit/office/shop but outside employer's dwelling .....	14
street with fixed location .....	15
construction sites.....	16
others .....	19
workplace in <b>urban areas</b> and located in:	
own dwelling .....	21
own enterprise/unit/office/shop but outside own dwelling .....	22
employer's dwelling .....	23
employer's enterprise/unit/office/shop but outside employer's dwelling .....	24
street with fixed location .....	25
construction sites.....	26
others .....	29

It may be noted that the location of the sample household (rural or urban) is not to be considered for entry in this column; location of the enterprise will be determined and appropriate code is to be recorded. For the working members, if the enterprise in which they are working does not have a fixed premises or in other words they do not have a fixed place of work (as in the case of an artisan like carpenter, cobbler, knife-grinder, own-account carpenters, etc.) and who perform their activity in different houses or other places where they are engaged and not at any fixed place, will be assigned code 10, irrespective of whether the enterprise is operational in rural or urban areas. For those working in enterprises with fixed location, two sets of codes have been provided, one for the enterprises which are located in the rural areas and the other for those which are in the urban areas. The two sets are identical in their classification. In the case where the sector of location is both rural and urban, appropriate code is to be given on the basis major time criterion.

Code 16 / 26 is relevant only for persons engaged in construction industry. The workplace of the workers engaged in construction activity is normally the site of construction and may change frequently. For them appropriate entry will be 16 / 26 and not 10.

**5.5.1.8 Column (10): Enterprise type:** The type of enterprise in which the household member is working is to be recorded under this column. The entry is to be made in terms of codes as given below:

proprietary: male .....	1
female .....	2
partnership: with members from same hh. ....	3
with members from different hh. ....	4
public sector (govt. enterprises) .....	5
semi-public (semi-govt. enterprises) .....	6
others .....	7
(include co-operative society, public limited company, private limited company and other units covered under ASI)	
not known .....	9

Note that the proprietary and partnership enterprises covered under ASI will not get codes 1 to 4. These enterprises will get code 7. Definitions of various enterprises types are given below:

*Proprietary* - An individual is the sole owner of the enterprise. Code 1 or 2 will be recorded for such enterprises according as the individual is a male or a female.

*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). Code 3 will be assigned if the partnership involves members of the same household and code 4 will be assigned otherwise.

*Public sector enterprise* - An enterprise wholly owned/run/managed by Central or State governments, quasi-government, institutions, local bodies like universities, education boards, municipalities etc. (An enterprise should not be treated as a public sector enterprise if it is run on a loan granted by government, local body etc.). Code 5 is to be recorded for members working in such enterprises.

*Semi-public (enterprises)* - 'Semi-public' enterprises are those joint enterprises in which besides private shareholders, government (Central/State/local bodies etc.) also holds some shares, no matter who has the majority of shares.

*Others* - All other enterprises, other than those having specified codes under this item, will be covered under 'others' and code 7 will be assigned to such enterprises. These enterprises will

include co-operative society, public limited company, other units covered under ASI and institutional enterprises other than those described above which are managed by public trusts or societies (other than co-operative societies), training school/institutions etc.

If the informant does not know the type of enterprise in which the household member works and the investigator is unable to collect such information inspite of his/her best efforts, code 9 will be recorded for such working member against type of enterprise.

**5.5.1.9 Column (11): Whether keeps written accounts (yes -1, no -2, not known -9):** Whether the unit keeps accounts or not is to be ascertained and recorded in terms of code. If the accounts are available and also usable then code 1 will be recorded, otherwise code 2 will be recorded. Generally, the owners do keep some records for their own use. But these are very haphazardly maintained and are not usable for accounting purpose. In such cases, the code against this item will be 2. In case the informant is not able to provide information in this respect, code 9 will be recorded.

**5.5.1.10 Column (12): Number of workers:** This number would mean the average number of workers employed on a day of operation irrespective of whether they are hired, household, paid or unpaid, who are involved in the production process irrespective of age and sex will be considered for this item. The number of workers will be recorded in terms of codes as detailed below:

less than 6 .....	1
6 to 9 .....	2
10 & above but less than 20 .....	3
20 & above .....	4
not known .....	9

In case the informant is not able to provide information on the number of workers, code 9 will be recorded.

**5.5.1.11 Column (13): Whether uses electricity for manufacturing (yes -1, no -2, not known -9):** This item will be collected only for persons working in manufacturing enterprises (i.e., for those with industry divisions 15 to 37 as per NIC 1998). The information as to whether the enterprise in which the person works, uses electricity for manufacturing purposes or not is to be recorded here. It may be mentioned here that use of electricity exclusively for purposes other than manufacturing/production like, for comfort, security, illumination, etc., will be assigned code 2. If the informant is unable to reply, code 9 will be recorded.

**5.5.1.12 Columns (14) to (18): If code 11, 12 or 21 in col. 3:** These items are meant for identification of home workers and study of their characteristics and to be canvassed for the self-employed persons with industry divisions 10 to 99 (in col. 5). **Note that the particulars to be collected in these columns will pertain to the principal status (col. 3) and industry (col. 5) obtained for the person.** The itemwise details are given below:

**5.5.1.13 Column (14): Whether worked under given specifications:** It is to be ascertained whether in relation to the activity recorded in col. 3, the person carried out the production (i.e.,



working under the specifications of more than one 'employers'. Appropriate code depending upon the cases may be recorded as given below:

one outlet .....	1
two outlets .....	2
three or more outlets .....	3
not known .....	9

5.5.1.17 **Column (17): Basis of payment:** In most cases, the payment received for the work done on order/contract is on the basis of piece rate. For those cases, code 1 will be recorded, otherwise code 2.

piece rate .....	1
contract rate .....	2

5.5.1.18 **Column (18): Type of specifications:** The specifications laid by the 'employer' may be written one or oral and accordingly, code 1 or 2 will be recorded..

written .....	1
oral .....	2
not known .....	9

5.5.1.19 **Column (19): For persons of age 15 years and above (15+) having codes 81-97 in col.3, skill possessed :** For the persons of **age 15 years and above** and not 'working' as per the usual principal status i.e. those of **age 15 +** with codes 81-97 in col. 3, the information as to whether the person has acquired any of the listed skills as on the date of survey is to be recorded in this column. Skill is defined as any marketable expertise. It is neither necessary that such a skill is acquired in any formal manner nor that the person is actually marketing it or intends to market it. When a person has acquired skill in more than one of the listed skills, the skill in which the person is more proficient will be considered. Skill will be recorded irrespective of the level of general and technical education. The list of skills to be considered and the codes to be used are given below.

<u>skill</u>	<u>code</u>	<u>skill</u>	<u>code</u>
typist, stenographer .....	01	blacksmith .....	23
word processing .....	02	goldsmith/silversmith .....	24
.....			
computer programming .....	03	electrician .....	25
.....		.....	
data entry operator .....	04	repairer of electronic goods...	26
fisherman .....	05	motor vehicle driver,,	
washerman .....	06	tractor driver .....	27
miner/quarryman .....	07	boatman .....	28
.....		.....	
spinner including .....		potter .....	29
.....		.....	
charkha operator.....	08	nurse, midwife .....	30
.....		.....	
weaver .....	09	basket maker, wicker	
tailor, cutter .....	10	product maker .....	31
decorator .....	11	toy-maker .....	32
.....		.....	
shoemaker, cobbler .....	12	sports goods maker .....	33
carpenter .....	13	brick maker, tile maker .....	34
mason, bricklayer .....	14	bidi maker .....	35
moulder .....	15	agarbatti maker .....	36
mechanic .....	16	book binder .....	37
machineman .....	17	artist/painter .....	38
craftsman .....	18	barber .....	39
fitter .....	19	mudhouse builder & thatcher	40
die-maker .....	20	others .....	41
.....			
welder .....	21		
.....			
plumber .....	22	<i>no skill</i> .....	99

**5.5.1.20 Column (20): For codes other than 81 in column (3), period of seeking/availability for work for some period during last 365 days:** The principal usual activity status of each person is recorded in column (3). It is to be ascertained from persons whose principal usual activity status was - either employed (codes 11-51) or out of labour force (codes 91-97) - i.e., other than code 81 in column (3), whether they were seeking/available for work for some period during last 365 days or not. For example, a person may be employed in his/her principal usual activity status based on the majority time criterion. But he/she may have been looking for work for some period. Similarly, a girl may have been looking for job for sometime but subsequently got married and was engaged in the domestic duties. The latter activity might have been pursued for a relatively longer period. In all such cases, one of the codes 1 to 3 will be given in column (20), depending on the period (not necessarily continuous) they were seeking/available for work. If a person was not seeking or available for work any time during the preceding 365 days, the appropriate code will be 4. The code structure applicable to this column is as given below :

<i>yes</i> : less than 1 month .....	1
1 to 3 months .....	2
3 to 6 months .....	3
<i>no</i> .....	4

#### 5.5.2.0 Block 5.2: Usual subsidiary economic activity particulars of household members:

This block will be filled in for those who have reported to have carried out some *economic* activity in the subsidiary capacity, i.e., **for those with code 1 in col. 7 of Block 5.1**. The usual subsidiary *economic* activity particulars of each member of the household will be collected in this block. This will include information on industry-occupation of the working members and the particulars of the enterprises in which they are working in subsidiary status. The particulars of usual activity are collected with reference to a period of 365 days preceding the date of survey. The relevant concepts like 'activity statuses', 'economic activity', 'principal usual activity', 'subsidiary economic activity' etc. are explained in the beginning of this chapter under 'concepts & definitions'. It may be noted that a person might have performed more than one economic activity in the subsidiary capacity during the reference period of 365 days preceding the date of survey. Provision has been kept to record the details of maximum of two subsidiary *economic* activities only, the two being those in which relatively more time had been spent out of many subsidiary activities. The description of the item and the procedure for recording them are explained below:

**5.5.2.1 cols. (1) & (2): Srl. no. & age, as in cols. (1) & (5) of block 4:** The entries in these two columns are to be copied from cols. 1 and 5 of block 4, for each of the members of the household. For the persons engaged in *one subsidiary economic activity* (i.e. those with code 1 in column (8), Block 5.1), the details of the subsidiary economic activity will be collected against the rows under 'subsidiary status number I'. If the person is engaged in *two or more subsidiary economic activities*, i.e. those with code 2 or 3 in column (8) of Block 5.1, the details of the subsidiary economic activity pursued for the maximum time period among all the subsidiary economic activities or in other words, major subsidiary economic activity, will be collected against the rows under 'subsidiary status number I' and the next major one under 'subsidiary status number II'. It is quite possible that a particular serial number and age appear under both 'subsidiary status number I' as well as 'subsidiary status number II'. Columns 7 to 16 of Block 5.2 are same as columns 9 to 18, respectively, of Block 5.1. **Note that the particulars to be collected in columns 7 to 16 will pertain to the subsidiary status (col. 3) and industry (col. 5) obtained for the person.** The detailed instructions for these columns are also the same as those given in Block 5.1. These are not repeated here. However, the following points may be noted:

- i) **Only the subsidiary economic activity particulars will be recorded in this block.** Activity status codes 11, 12, 21, 31, 41 and 51 relate to economic activity and only these codes are applicable for col.3,
- ii) 5 digit industry sub-class code as in NIC 1998 is to be recorded in col. 5, and
- iii) 3 digit occupation code as in NCO 1968 is to be recorded in col. 6.

**5.5.3.0 Block 5.3: time disposition during the week :** This block is meant for recording the time disposition for all the 7 days preceding the date of survey, the current weekly status based on the 7 days time disposition, wage and salary earnings during the week, etc. *Time disposition will be recorded for every member in the household listed in block 4.* This involves recording of different activities pursued by the members along with the time intensity in quantitative terms for each day of the reference week. The different activities will be identified and recorded in terms of 'status' and 'industry' codes for persons in urban areas and 'status', 'industry' and 'operation' codes for persons in rural areas. The time intensity will be measured in half-day units. Since a person may be engaged in more than one type of activity on a single day, more than one line have been provided for each person in this block to record information on different activity particulars in separate lines.

**5.5.3.1 Columns (1) & (2) : Srl. no. and age:** In columns (1) and (2) of this block, serial number of each person and his/her age recorded in columns (1) and (5), respectively of block 4, will be copied. The serial numbers in block 5.3 will be entered sequentially as they appear in col. (1) of block 4. Provision have been made to record particulars of five persons in one page. Three such sheets have been provided. In case more pages are required to accommodate all the persons listed in block 4, additional sheets of block 5.3 may be used. These sheets should be firmly stapled with the main schedule at the appropriate place.

Since a person may pursue more than one activity during the seven days of the reference week, four lines have been provided for each serial number recorded in column (1) for making separate entries relevant to the different activities on a day (two such activities) on different days of the reference week. Past experience indicates that provision of four lines will cover almost all the situations. However, if a person reports more than four different activities during the reference week the block of four lines meant for the next serial number of persons may be utilised by putting cross (x) marks in columns (1) and (2) and continuous serial numbers in column (3). Obviously, the particulars of the next person will be entered in the cell meant for serial number of persons subsequent to the cell already utilised for the previous person. In the case of children 0-4 years, their particulars will be entered and status code 97 will be assigned to them with intensity 1.0 without any probing.

**5.5.3.2 Column(3): Serial no. of activity:** For each persons listed in column (1) of this block (which will be same as listed in column (1) of block 4) the different activities pursued by them during all the seven days of the reference week will be serially numbered and this serial number of activity will be recorded in column (3). Presuming that the likelihood of one person pursuing more than four different activities in a week is rather remote, only four lines are provided for each person. As stated earlier, if a person pursue more than four different activities, the lines meant for the next person may be utilised. **The current activity of a person in the rural areas is denoted by his status-cum-industry-cum-operation.** Thus for a person with the same status, if the industry (at the *tabulation category* level) or operation are different on the same or different days, he will be considered to have pursued different activities and these activities will be entered in different lines. Similarly, **for the urban areas the current activity of a person is denoted by his status-cum-industry.** Thus, if a person in urban areas ploughs his own field in the first half of the day and sows in the second half of the day he will be considered to have only one activity during the day. But for rural areas, he will be considered to have two activities.

5.5.3.3 **Column (4): Status:** The current activity 'status' codes corresponding to the serial number of activity entered in column (3) will be recorded in this column. The status codes which will be used in recording daily activity particulars and the weekly activity particulars are as follows :

<b>activity status</b>	<b>code</b>
<b>situation of working or being engaged in economic activities (employed)</b>	
worked in hh. enterprise (self-employed) as own account worker .....	11
worked in hh. enterprise (self-employed) as employer .....	12
worked as helper in hh. 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
Had work in h.h. enterprise but did not work due to: sickness .....	61
other reasons .....	62
Had regular salaried/wage employment but did not work due to :	
sickness .....	71
other reasons .....	72
<b>situation of being not engaged in work but available for work (unemployed)</b>	
sought work .....	81
did not seek but was available for work .....	82
<b>situation of being not available for work (not in labour force)</b>	
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, tailoring, weaving etc. for hh. use .....	93
rentiers, pensioners, remittance recipient, etc. ....	94
not able to work due to disability .....	95
beggars, prostitutes .....	96
others .....	97
did not work due to sickness (for casual workers only) .....	98

These are same as the usual status codes except that codes 61, 62, 71, 72, 82 and 98 are not applicable for usual status and code 81 is used to indicate both the situations of seeking and being available for work. Further, the current weekly activity status for each individual will be identified based on the daily activity status codes. The procedure for doing this will be explained later in this chapter. The following paragraphs describe in details the procedure to be followed in making entries in each of the columns.

Although it may be theoretically possible that *on a particular day of the reference week, a person may have any number of activities, the particulars relating to two activities identified on the basis of **priority cum major time criterion** need only be considered for making entries in this column.* Thus, on a day, a person may either have only one activity with 'full' intensity or two activities with 'half' intensity for each. If the activity is pursued with intensity 'half' on a particular day, the entry will be 0.5 against that activity and if that is pursued with intensity more than half, 1.0 will be recorded against that activity in the relevant columns (7) - (13). Generally, an activity which is pursued for more than 1 hour but less than 4 hours is considered to have been pursued with half intensity. If it is pursued for more than 4 hours, the activity is considered to have been pursued with full intensity. However, for some persons, less than four hours of work daily is their normal working hours for the work or profession. In such cases he will be considered to have worked with full intensity. The decision whether the intensity to be recorded for an activity will be 0.5 or 1.0 has to be taken by the investigating staff making careful probes into the actual situation obtaining for the person on a particular day. Mere declaration made by the informants, that less than four hours of work daily is their normal working hours for the work or profession, should not be the basis for recording the intensity as 1.0. In the case of a cultivator, a village artisan or a small trader, it should not be presumed that a few hours on a day, say during the lean periods of the year is their normal work, and the intensity 1.0 need not necessarily be recorded for them. Since the particular block of the schedule is meant for recording the information on periodical or seasonal under-utilisation of available labour time, careful probes about the nature of work performed by a person during the day has to be made before recording the relevant entries. To illustrate, in so far as the daily activity pattern of a person is concerned, the following seven different situations can be visualised:

- (i) on a single day a person may be engaged fully in one economic activity;
- (ii) on a single day a person may be engaged in two different types of economic activities;
- (iii) on a single day a person may be partly engaged in economic activity and for the rest of the time he may be seeking or available for work and at the same time may or may not be engaged in some non-economic activities;
- (iv) on a single day a person may be partly engaged in economic activity and during the rest of the time he may not be available for work for the whole day and at the same time may or *may not be doing some non-economic activities*;
- (v) on a single day a person may be available for work for the entire day;
- (vi) on a single day a person may be available for work for part of the day and for the remaining part he may not be available for work and may be pursuing some non-economic activity and
- (vii) on a single day a person may be fully engaged in non-economic activities.

Which of the status codes are to be entered in column (4) will depend on whichever of the above situations are obtaining for a person on the different days of the reference week. The investigator is to first ascertain the exact situation from the informant and will record the appropriate status code or codes, as the case may be, in this column using the priority-cum-major time criterion. The relevant codes to be used for recording the status are already given. In case more than one 'non-economic activity status' (codes 91-98) are assignable to a person, in view of the typical activity pattern followed by him/her during the reference period, the activity which appears first in the code list in the ascending order starting from 91 will be assigned. But it may be noted that a person engaged in 'domestic duties' should not be classified as 'student' simply because he/she was

attending some training. Similarly, a disabled person who was a recipient of regular pensions, remittances, etc. should be classified as 'rentiers, pensioners, remittance recipients, etc.' (code 94) and not as the category 'not able to work due to disability' (code 95). The following illustrations may be noted for general guidance.

(a) A person found to be engaged in domestic duties should not be categorised 'engaged in domestic duties' (code 92) if the person reports that he/she has also been available for work concurrently.

(b) A person engaged in regular wage/salaried employment but currently not at work will be assigned code 71 or 72 irrespective of whether he is engaged in any other 'economic or non-economic' activity.

(c) Unpaid apprentices will be treated as 'students' while paid apprentices will be treated as employees.

(d) 'Free collection for sale' will be treated as self-employment.

**5.5.3.4 Column (5): Industry (division):** For each status code grouped under the activity category 'working' (i.e., for the status codes 11-72 recorded in column 4), the sector of activity in two digit code i.e., the industry division (NIC 1998) will be entered in column (5) in terms of the specified code numbers.

**5.5.3.5 Column (6): Operation:** This column will be filled in for persons belonging to the rural households only. The actual working operation performed by the persons relevant to the status codes grouped under the activity category working (i.e., status codes 11-72) will be entered in terms of code numbers in this column. It may be noted that for regular salaried/wage employees on leave or holiday the 'operation' will relate to their respective function in the work or job from which he is temporarily off in view of his taking leave or holiday. Similarly for persons categorised 'self-employed' (status codes 11, 12 & 21) if they are not at work on a particular day in spite of their having work on that day, operation to be recorded will relate to the work they would have done if they had not enjoyed leisure on that day. The relevant codes to be used for making entries in this column are :

a) *manual work in cultivation :*

ploughing - 01	sowing - 02	transplanting - 03
weeding - 04	harvesting - 05	other cultivation activities - 06;

b) *manual work in other agricultural activities :*

forestry - 07	plantation - 08	animal husbandry- 09
fisheries - 10	other agricultural activities - 11;	

c) *manual work in non-agricultural activities - 12;*

d) *non-manual work in :*

cultivation - 13	activities other than cultivation- 14.
------------------	--

**Cultivation** : All activities relating to production of crops and related ancillary activities will be considered cultivation. Growing of trees/plants/crops (such as rubber, cashew, coconut, pepper, coffee, tea, etc.) as plantation or orchards will not be considered cultivation activity. In general, the activities covered under the industry sub-classes 01111, 01112, 01113, 01115, 01119, 01121, 01122 and 01135 (excepting plantation of pepper and cardamom) will be considered cultivation.

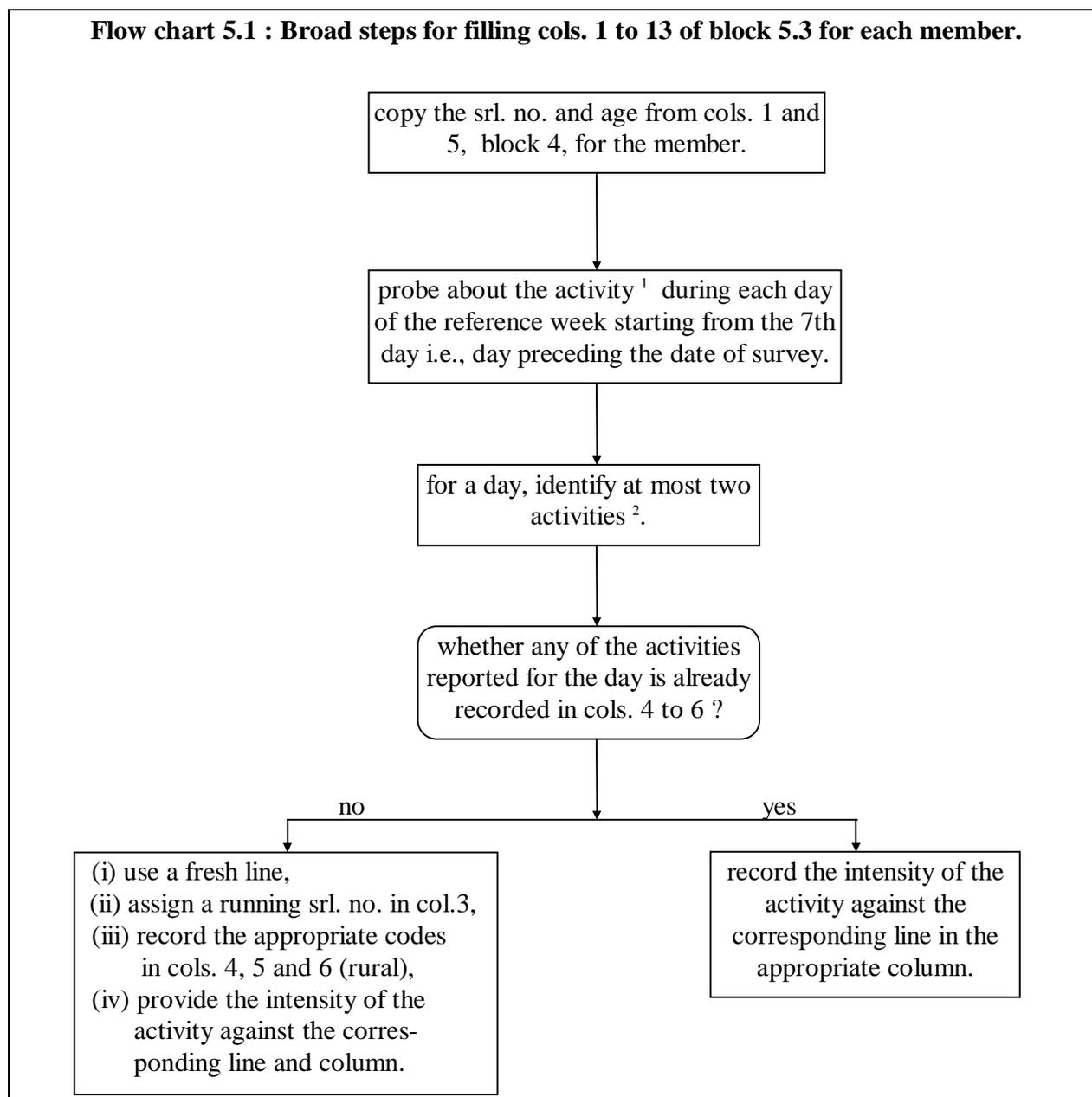
**5.5.3.6 Columns (7) - (13): Intensity of activity:** For each activity recorded in column (3), the intensity with which the particular activity is performed on the different days of the reference week will be recorded in quantitative terms 'half' or 'full' in these columns. As described earlier, for each activity listed in column (3) either one 'full' intensity or two 'half' intensity may be assigned to a person on any one of the seven days of the reference week. For a particular activity, the recording of entries in columns (7) - (13) should start from column (7) which is provided for recording the intensity of that activity on the seventh day of the reference week, i.e., the day preceding the date of survey. Similarly, the intensity of that activity on the sixth, fifth and earlier days of the week will be recorded in columns (8), (9), (10), (11), (12) and (13) respectively. If the intensity of an activity is 'full' on a particular day, '1.0' will be recorded in the relevant column. On the other hand, if the intensity is 'half', the entry will be '0.5'. If that particular activity is not pursued on some other days of the reference week, the corresponding columns provided in the block for those days will be left blank against that activity. For each day, thus for a person, either there will be only one entry with intensity 1.0 in any one of the lines or two entries with intensity 0.5 each in any two of the lines.

**5.5.3.7** For determining the various activities pursued by a person during the reference week and their intensities, the following thumb rule may be adopted :

(a) If a person had worked or was employed, that is, if he was engaged in any one or more of the activities 11-72 for four hours or more on a day he would be considered 'working' or 'employed' for the whole day and assigned the one or two out of the different work activities on which he devoted relatively long time. In the former case, intensity will be 1.0 and in the latter cases, 0.5 for each of the two activities recorded.

(b) A person, who had worked for 1 hour or more but less than 4 hours on a day, would be considered 'working' for half day and for the other half he would be considered either 'seeking or available for work' i.e., 'unemployed' (code 81 or 82) or as 'neither working nor available for work', i.e., 'not in labour force' (91-98) depending on whether or not the person was seeking/available for work. The person will be assigned the relevant work status code (11-72) with 'half' intensity and non-work status code 81 or 82 if 'unemployed' and any one of the relevant codes 91-98 if 'not in labour force', with 'half' intensity.

(c) If a person had not worked even for an hour on the day but had sought work or was available for work for four hours or more, he/she would be considered unemployed for the whole day and assigned the code 81 or 82 as the case might be with 'full' intensity. But if he/she sought work or was available for work for one hour or more but less than four hours, he/she would be considered 'unemployed' for half day and assigned the activity status code 81 or 82 with 'half' intensity and 'not in labour force' with 'half' intensity for the other half of the day, for which the relevant code (any one of the codes 91-98) would be assigned.



*Note:* 1. An activity relating to work will be identified on the basis of the status-cum-industry-cum-operation in the rural areas and on the basis of status-cum-industry in the urban areas. An activity relating to other than work will be identified on the basis of status only both in rural and urban areas.

2. On a day, a person will be considered to have been engaged in one activity with full intensity (1.0) or in two activities with half intensity (0.5). Of the many activities, two activities to be chosen based on priority-cum-major time criterion.

(d) A person not so considered 'employed', or 'unemployed' either for 'full' day or 'half' day as shown in (a), (b) or (c), would be considered the relevant activity code 91-98 with intensity 'full' (or two of them with each having intensity 'half', as the case may be). The above procedure, which will be the second stage in block 5.3 is given in Flow Chart 5.2.

In the case of a person engaged in self-employment, such as a doctor, a stationary or peripatetic trader or vendor, a free lance artisan or a mason or a carpenter, etc. the following may be kept in view while recording entries on intensity.

(i) A doctor sitting in his chamber for 4 hours or more, no matter whether he examined and prescribed medicine for a single patient or not, intensity 1.0 should be recorded.

(ii) For stationary or peripatetic vendor or trader moving around in his professional rounds for 4 or more hours, intensity 1.0 should be recorded whatever little business is done by the person.

(iii) For recording intensity (entries 1.0 or 0.5) in columns (7) - (13) in the cases of masons or carpenters in their professional rounds, similar procedure is to be adopted.

In the case of regular or casual salaried or wage employees, the activity beyond the normal working hours need not be considered for recording entries in these columns. On the other hand, if a person pursues two economic activities of duration, say 4-5 hours each, both are to be recorded with 0.5 intensity for each. In the case of self-employed persons, time spent on any ancillary activity relating to the actual activity of production of goods or services, will also be considered as time spent on 'work'. In this connection, it may be noted '**exchange labour**' will be considered as 'work' performed in 'self-employed' capacity.

**5.5.3.8 Column (14): Total number of days in each activity:** The number of days for which a particular activity was pursued during the seven day, i.e., the total of columns (7) - (13) will be recorded in one place of decimal in column (14) separately for each activity listed in column (3). It may be noted that the total number of days for all the activities taken together should always be 7.0 for each individual entered in column (1).

**5.5.3.9 Column (15) - (17): Wage and salary earnings (received or receivable) for the work done during the week (Rs):** The wage and salary earnings (not total earnings) receivable for the wage/salaried work done during the reference week, separately for each of the relevant activities pursued by each person, will be recorded in these columns. The relevant status codes for which wages & salary earnings are to be recorded are 31, 41, 51, 71 and 72. The wages and salaries receivable for the work done during the reference week may be already received or may still be due to be received in cash or in kind or partly in cash and partly in kind. The total wage or salary receivable for the week in cash will be recorded in column (15) and the value (**evaluated at the current retail price**) of salary or wages in kind receivable for the week will be recorded in column (16). The total of columns (15) and (16) will be entered in column (17). *The entries for*

*all these columns will be made in whole rupees.* For recording the wages or salaries, amount receivable as 'over time' for the additional work done beyond normal working time will be **included**. Bonus (expected or paid) and perquisites evaluated at retail prices duly apportioned for the reference week, will be considered as wages and **included** for making entries in these columns. For the activity status '71' and '72', the amount receivable for the week will be worked out on the basis of the number of days reported under the activity during the week.

**5.5.3.10 Column (18): Mode of payment:** The relevant status codes for which this item will be filled in are 31, 41, 51, 71, and 72. The mode of payment made by the employer will be recorded in this column in terms of codes. The codes to be used for recording entries are given below:

*piece rate in cash:* daily-01, weekly-02, fortnightly-03, monthly-04, other-05.  
*piece rate in kind:* daily-06, weekly-07, fortnightly-08, monthly-09, other-10.  
*piece rate in both cash and kind:* daily-11, weekly-12, fortnightly-13, monthly-14, other-15.  
*other (non-piece) rate in cash:* daily-16, weekly-17, fortnightly-18, monthly-19, other-20.  
*other (non-piece) rate in kind:* daily-21, weekly-22, fortnightly-23, monthly-24, other-25.  
*other (non-piece) rate in both cash and kind:* daily-26, weekly-27, fortnightly-28, monthly-29, other-30.

**5.5.3.11 Column (19): Total number of days with nominal work:** Some of the persons reporting days with half intensity of work might have had work only for say, 1-2 hours on certain days out of them. Such days would be considered as days with nominal work. For each person, total number of days out of the 7 days reference period with only nominal work would be recorded in this column against the relevant person.

**5.5.3.12 Column (20): Current weekly status (codes):** Based on the activity statuses obtaining for a person on the seven days of the reference week, the current weekly status is to be identified and the status code so obtained is to be recorded here. This will be done as follows.

As already explained the activity statuses of a person falls into one of three broad categories, viz. employed (any of codes 11-72), unemployed (any of codes 81 or 82) and out of labour force (any of codes 91-98). The activity statuses for any day of the seven days is recorded in column (4). If any of these is a work related activity code i.e., any of 11 to 72 the person will fall in the employed category on the current weekly status. In other words, if the person is found to have been assigned a work status code on any of the day of the last week he will be considered as working in the current weekly status. For assigning the unemployed status code (i.e., either 81 or 82) to a person as his weekly activity status code, the person *should not have had any work activity status codes* on any of the days of the last week but should have one of codes 81 or 82 on at least one day of the last week (i.e., the entry in column (4) should not be any of 11-72 but should be 81 or 82 against one of the serial nos. of activity). Persons without any of codes 11-82 in column (4) will be those who will be treated as out of labour force in the current weekly status.

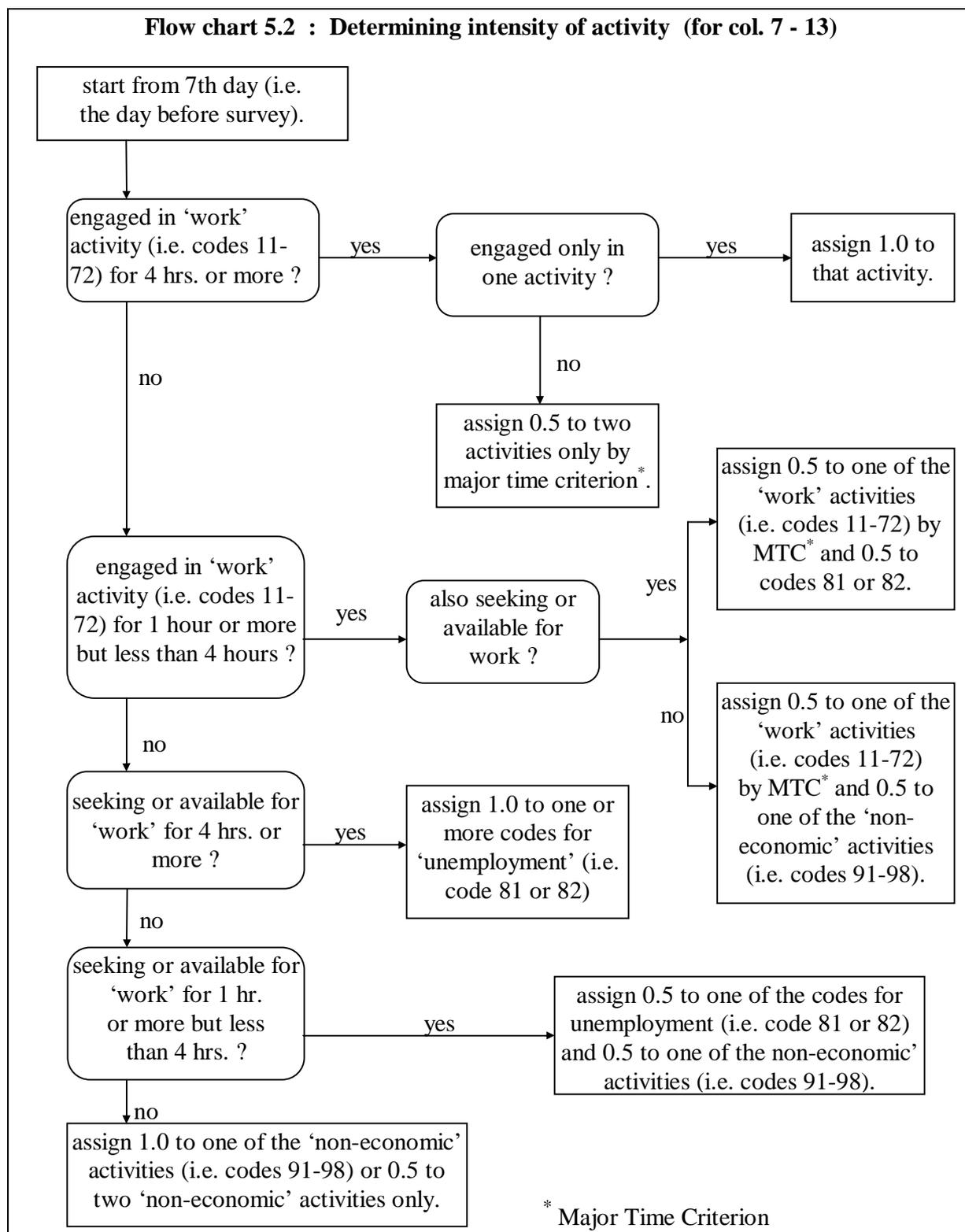
Further within the three broad activity status categorisation, the detailed activity status codes will be assigned taking into account the number of days in each activity recorded in column (14)

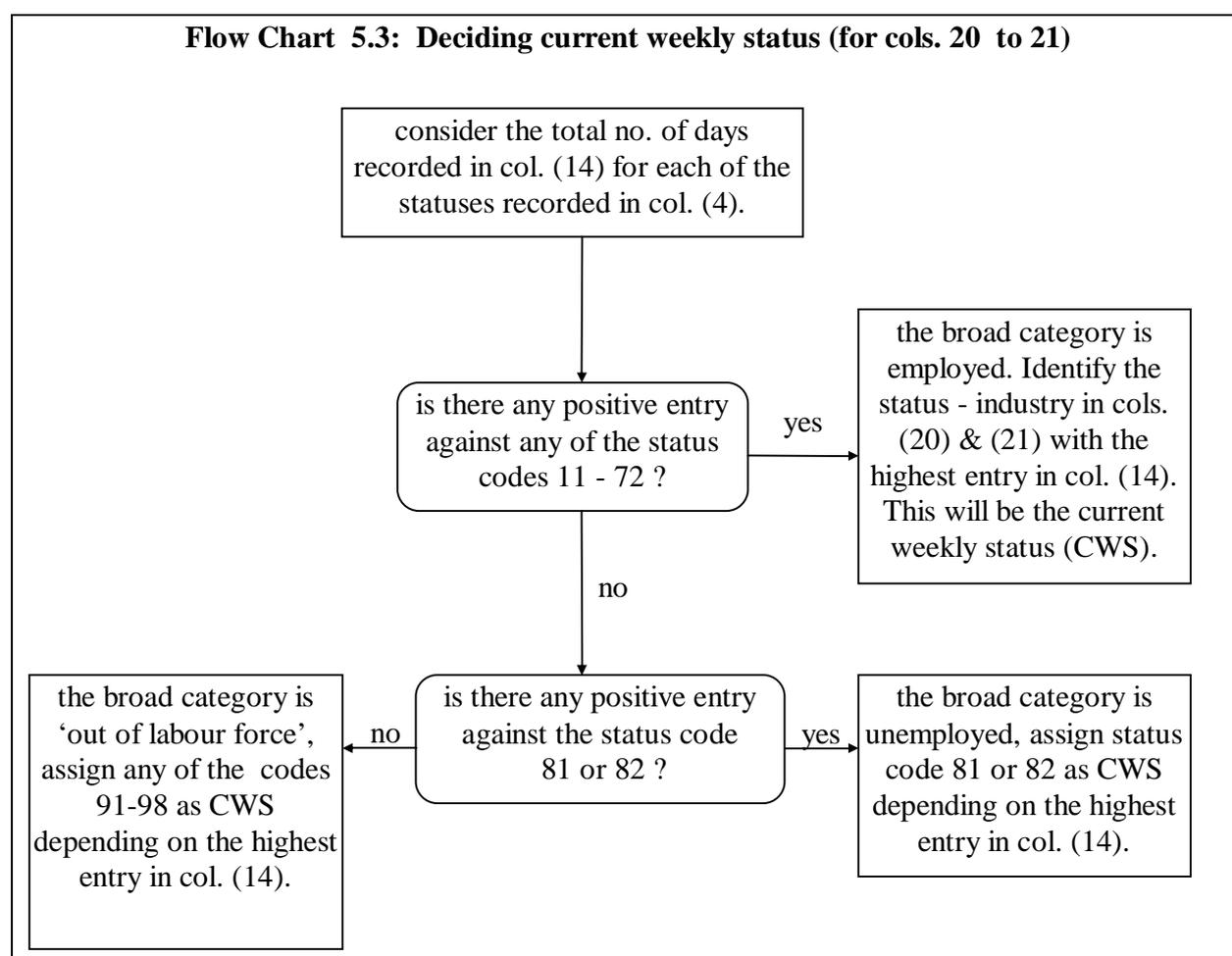
in terms of the aggregate of intensities obtaining on various days. Within the broad activity status category identified for a person, the activity status code in column (4) which has the highest value in column (14) will be recorded in column (20). A few cases are reported below as illustrations.

The entries for column (20) will be made in the line corresponding to the first line for each person, i.e., the line in which serial no. of activity in col. (3) is 1. This third stage of assigning the CWS to the person is explained in the form of a flow chart (Flow Chart 5.3).

**5.5.3.13 Columns (21 & 22): Industry and occupation:** For persons with any of codes 11-72 in column (20), the 5-digit industry (NIC 1998) and 3-digit occupation (NCO 1968) will be recorded in these two columns. **Note that to identify certain category of workers separately, NIC 1998 industry class code 9500 has been split and given in para 5.5.1.3.** Those are to be considered here also. The industry and occupation will correspond to the economic activity in which the highest no. of days have been spent as explained in the previous para. In the cases where equal number of days is spent on two or more activities (like in case of person with serial no. 4 in the above example) the industry and occupation corresponding to the activity appearing first in the code list will be noted in columns (21) & (22).

reference to block 5.3 columns					
srl. no. of person <i>col.(1)</i>	srl. no. of activity <i>col.(3)</i>	status col. (4)	industry division <i>col.(5)</i>	total no. of days in each activity <i>col.(14)</i>	current activity status <i>col.(20)</i>
(1)	(2)	(3)	(4)	(5)	(6)
1		51	01	3.5	51
	2	41	50	2.0	
	3	98	-	1.5	
2	1	82	-	1.0	82
	2	92	-	6.0	
3	1	11	01	0.5	11
	2	81	-	6.5	
4	1	11	01	3.0	11
	2	11	61	3.0	
	3	92	-	1.0	





**5.5.3.14 Column (23): Whether unemployed on all the 7 days of the week:** From the daily time disposition recorded in columns (7) to (13), it is to be ascertained whether the person was unemployed on all the seven days i.e., if he/she had code 81 or 82 in column (4) and intensity 1.0 on all the seven days. Code 1 or 2 will be recorded depending on the situation.

**5.6.0 Block 6: Follow-up questions for persons unemployed on all the seven days of the week:** This block is meant for collecting information on persons who are found to be unemployed on all the seven days of the week preceding the date of survey. Such persons will be identified on the basis of the daily time disposition recorded in block 5.3, and column (23) of block 5.3 will have code 1 for such persons. Information to be recorded in this block broadly includes their past employment and the particulars of such employment. The item-wise description of the block is as under.

**5.6.1 Columns (1) & (2): Serial no. and age (years):** The serial number and age of persons with code 1 in column (23) of block 5.3 will be copied in these columns in the same order as they appear in block 5.3.

**5.6.2 Column (3) : Whether ever worked (yes -1, no -2):** The purpose of this item is to separate first time job seekers from persons who worked sometime in the past but are now

unemployed. As the subsequent columns will be used to record the details of last employment, this last employment will mean having more or less regular work at least for some time. Thus among the unemployed, those who had more or less regular work at least for sometime in the past will be given code 1 in column (3).

**5.6.3 Columns (4)-(9) : If code 1 in col. (3), particulars of last employment :** Columns (4) - (9) will be used to record the particulars of the last employment of those who had some employment in the past. Procedure for recording the particulars are explained in the subsequent paragraphs.

**5.6.4 Column (4): Duration:** The duration of the last employment will be recorded in codes which are:

only 1 week .....	1	2 to 3 months .....	5
1 to 2 weeks .....	2	3 to 6 months .....	6
2 weeks to 1 month ...	3	6 to 12 months .....	7
1 to 2 months .....	4	12 months & above .....	8

**5.6.5 Column (5): Status :** Status refers to the status of job like self-employment, casual labour, etc. and the codes used for usual status relating to employment (i.e. 11-51) only will be applicable.

**5.6.6 Columns (6) & (7): Industry & Occupation:** 5 digit industry code as per NIC 1998 and 3 digit occupation code as per NCO 1968, respectively, applicable to the last employment will be entered in these two columns.

**5.6.7 Column (8): Reason for break in employment:** This column is meant for recording the reason for break in or termination of the last job held by the persons. These reasons are coded as follows :

loss of earlier job .....	1
quit earlier job .....	2
lay-off without pay .....	3
unit has closed down .....	4
lack of work in the enterprise (for self-employed person) .....	5
lack of work in the area (for casual labour) .....	6
others .....	9

The appropriate reason has to be identified through suitable probes. Loss of earlier job will include cases where person is removed from service or work due to temporary nature of work contract, on disciplinary grounds, retrenchment, retirement and all such involuntary breaks other than those covered under codes 2, 4, 5 or 6. Quit earlier job (code 2) will be applicable for persons who have left the job on their own volition, may be owing to compelling circumstances. (The reason for doing so will be further recorded in column 9). Lay-off is defined as 'failure/refusal/inability of an employer to give employment to a workman whose name is borne on

the master rolls and who has not been retrenched'. Those laid-off with some pay are treated as employed. Those laid-off without any pay will be considered as unemployed and for such persons code 3 will be given. If the unit in which the person was working has closed down due to lack of demand, difficulties in running the unit or any other reason and consequently person is thrown out of employment, code 4 will be applicable. For those who were self-employed and are now out of job as there is lack of work in the enterprise due to fall in demand, scarcity of raw materials etc., code 5 will be recorded. Persons who are engaged as self-employed in the seasonal enterprises and are unemployed during the off season owing to lack of work in the enterprise will also be given code 5. However, if such an enterprise is closed down permanently, applicable code will be 4 and not 5. For those employed as casual workers and are out of work as there is no work in his/her area, code 6 will be given. This should be distinguished from those casual labour employed in enterprises with some regularity and coming under reasons 1, 2, 3 or 4. Thus, one of the reasons should be identified in a sequential manner starting with reason code 1. Reasons which cannot be coded in 1-6 will be given code 9.

**5.6.8 Column (9): If code 2 in col. 8, reason for quitting job:** For those persons who have quit their job (i.e. code 2 in column 8) the reason for quitting the job will be recorded as follows:

work was not remunerative enough .....	1
unpleasant environment.....	2
employer harsh.....	3
health hazard.....	4
to avail benefits of voluntary retirement.....	5
others.....	9

Codes are self-explanatory. Unpleasant environment will be **excluding** the factor mentioned for codes 3 & 4. In case more than one code is applicable, the code which appears first in the code list will be given.

**5.7.1.0 Block 7.1: Follow-up questions on availability of work to persons working in the usual principal or subsidiary status (activity - I) (i.e. those with codes 11-51 either in col. 3 of bl. 5.1 or bl. 5.2 under subsidiary activity status - I):** In this block an attempt is made to collect information on certain qualitative aspects of employment of those who are categorised as employed either in the principal or subsidiary status (**activity - I**). The procedure for recording the information under each column described below:

**5.7.1.1 Column (1) & (2): Srl no. and age as in block 5.1:** As already stated, this block will be filled in only for those who are employed either in the principal status or subsidiary status (i.e. codes 11-51 in col. 3 of block 5.1 or block 5.2). The serial number and age of such persons only will be copied from block 5.1 in the same order in columns (1) and (2), respectively.

**5.7.1.2 Columns (3) & (4): Usual activity status: Principal and subsidiary:** The principal activity status and subsidiary activity status (**activity - I**) will be copied from column (3) of block 5.1 and 5.2 to columns (3) and (4), respectively, as described below.

(i) For persons having one of the codes 11-51 in col. (3) of block 5.1, the entry same as that in col. (3) of block 5.1 will be made in col.(3) of block 7.1. A cross (x) mark will be put in col.(4) of block 7.1 for such persons.

(ii) For persons having one of the codes 81-98 in col.(3) of block 5.1 and one of the codes 11-51 in col.(3) of block 5.2 under subsidiary activity status (**I**), the entry to be made in cols.(3) and (4) of block 7.1 will be copied from cols. (3) of blocks 5.1 and 5.2, respectively.

**5.7.1.3 Column (5): Whether engaged mostly in full time or part time work during last 365 days:** Columns (5) to (13) will be filled in for all those who are employed either in the principal or subsidiary status. In column (5) it will be ascertained if the person was engaged mostly in full time work or part time work during last 365 days. Those who are mostly engaged in full time work will be given code 1 and those who are mostly engaged in part time work will be given code 2.

full time ..... 1

part time ..... 2

**5.7.1.4 Column (6): Whether worked more or less regularly during last 365 days (yes -1, no-2):** According to the principal usual status approach, the broad activities category has been determined on the basis of the major time criterion. Thus, the persons who are 'employed' in their principal status may or may not be employed throughout the last 365 days. By virtue of the procedure adopted for classification of activity statuses it is possible that some of them were not employed for considerable length of time. In the case of those who were employed only in the subsidiary status this will be the situation most often. Thus, this item will be filled in for both principal and subsidiary status employed. Those who have worked more or less regularly during the reference year will be given code 1. Others will be given code 2.

**5.7.1.5 Column (7): Approximate no. of months without work (months):** Column (7) will be filled in for all the members listed in this block irrespective of whether or not they have worked more or less regularly during the reference year i.e., irrespective of the entry in col. (6). This is contrary to the earlier round where information relating to this column was collected only for persons who did not work more or less regularly during the reference year. In column (7), the number of months a person was without work will be recorded. The months without work need not be continuous. It is quite possible that a person was without any work for a couple of months, then in employment for some months and again out of work for a couple of months. The total of all the months out of work will include months in which person was unemployed and also months in which he/she was out of labour force i.e. neither seeking/available for work. The actual number of months will be recorded. Part of month will be rounded off to the nearest month. Hence, if the period without work is reported to be less than 30 days but 15 days or more, it should be recorded as 1 (month). Note that some of those who have reported to have worked more or less regularly during the reference year, i.e. code 1 in col. (6), after deep probing, may be found to be without work for some months. For such persons also, number of months without work will be recorded in col. (7) and *entry* in col. (6) **should not be changed**.

**5.7.1.6 Column (8): If entry  $\geq 1$  in col. 7, whether sought/available for work during those months:** Column (8) will be filled in for entry greater than or equal to 1 in col. (7). The codes given below for col. (8) are self-explanatory:

yes : on most days ..... 1  
       on some days ..... 2  
 no ..... 3

**5.7.1.7 Column (9): If code 1 or 2 in col. 8, whether made any efforts to get work:** For those who were not at work for some months and sought or were available for work on most or some days of those months, the efforts made by them to get work, viz. whether they registered in the employment exchange, or made other efforts, will be recorded here. Relevant codes to be entered in this column are:

yes : registered in employment exchange .... 1  
       made other efforts ..... 2  
 no efforts ..... 3

**5.7.1.8 Column (10): Whether sought/available for additional work during the days he/she had work:** As already mentioned in the column heading, the time reference to record whether the person was seeking/available for additional work will be that period of last 365 days during which the person was employed. Thus for a person whose principal usual status is unemployed but had subsidiary work for a relatively short period, the availability for additional work will refer only to the short period he/she was working. This criterion will be applicable to column (12) also. The entries will be made in codes given below:

yes : on most days ..... 1  
       on some days ..... 2  
 no ..... 3

**5.7.1.9 Column (11): If code 1 or 2 in col. (10), reason:** The reason for seeking/available for additional work will be entered in this column in terms of codes as follows :

to supplement income ..... 1  
 not enough work ..... 2  
 both ..... 3  
 others ..... 9

The codes are self-explanatory.

**5.7.1.10 Column (12): Whether sought/available for alternative work during the days he/she had worked:** As in the case of availability for additional work, information in respect of a person's availability for alternative work will be collected with reference to that period of last 365 days during which he/she was employed. The entry will be made in codes as given below. Alternative work will mean alternative occupation.

yes : on most days ..... 1  
       on some days ..... 2  
 no ..... 3

**5.7.1.11 Column (13): If code 1 or 2 in col.(12), reason:** For those who 'sought/available' for alternative work at least for some days, the reason for doing so will be recorded in codes as follows.

present work not remunerative enough .....	1
no job satisfaction .....	2
lack of job security .....	3
work place too far .....	4
wants wage/salary job .....	5
others .....	9

When more than one code is applicable, the code **appearing first in the list** may be given.

**5.7.2.0 Block 7.2: Follow-up questions on change of nature of work and/or establishment to persons working in the usual principal or subsidiary status (activity - I) (i.e. with codes 11-51 in col. 3 of bl. 5.1 or 5.2):** This block will be filled in only for persons categorised as employed either in principal or subsidiary status (I). Attempt is made to collect information on certain qualitative aspects of mobility - changes in occupation, industry, establishment, etc., for the employed in the principal status and membership in trade unions, nature of employment, etc. for the employed either in the principal or subsidiary status.

**5.7.2.1 Column (1) & (2): Serial no. and age as in block 5.1:** As already stated, this block will be filled in only for those who are employed either in the principal status or subsidiary status (i.e. codes 11-51 in col. 3 of block 5.1 or 5.2). The serial number and age of such persons only will be recorded here. Since these persons have already been listed in block 7.1, these may be copied also from block 7.1 in the same order in columns (1) and (2), respectively.

**5.7.2.2 Columns (3) & (4): Usual activity status: principal and subsidiary:** The principal activity status and subsidiary activity status (subs. activity I) will be copied from column (3) and column (4) of block 7.1 to columns (3) and (4), respectively in block 7.2, for each of the persons listed in this block.

**5.7.2.3 Column (5): Is there any union/association in your activity?:** Union/association will mean any registered/recognised body whose membership is open to a section of those engaged in a specific activity or trade and whose main objective is to look into the interests of its members. **'Trade' here refers to any occupation under the usual statuses 11-51.** Thus besides the usual trade unions, association of owners, self-employed persons, etc. will also be covered. The union/association sometimes may be a large body like a factory union looking after the welfare of different types/levels of workers. Depending on the respondents reply, codes 1, 2 or 3 will be recorded in this column. It is to be noted that even if a self-employed person is aware of an association which looks after the interests of those of his kind, the answer to the question will be 'no' (code-2) if the membership of such an association is not open to him or the association does not cover the locality where he/she runs the enterprise. It is possible that some of the self-employed persons are not aware of the existence of any association of the kind described above relating to his trade. In such cases, code 9 will be entered in column (5).

yes .....	1
no .....	2
not known .....	3

**5.7.2.4 Column (6): If 'yes' (code 1) in col.(5), whether a member of union/association** (yes-1, no-2): If the respondent reports that a union/association as discussed in para 5.7.2.3 exists in his activity, it is to be ascertained if he/she is a member of that union/association, code 1 or 2 will be recorded accordingly.

*Columns (7) and (8) will be filled in only for those who are workers i.e., those with activity status codes any of 11-51 in col.(3) or (4).*

**5.7.2.5 Column (7): Nature of employment:** In column (7), the nature of employment (i.e., whether permanent or temporary) will be recorded in terms of code. Nature of employment will be considered as permanent if the person is in normal course likely to continue in the same employment. Code 1 or 2 will be given if the employment is permanent or temporary respectively.

permanent .....	1
temporary .....	2

**5.7.2.6 Column (8): Whether covered under Provident Fund:** It will be ascertained from the regular wage/salaried employees whether they are covered under any Provident Fund or not. The following code structure is to be adopted:

yes: GPF .....	1
CPF .....	2
PPF .....	3
combination of GPF CPF or PPF .....	4
no .....	5

**5.7.2.7 Columns (9) to (15): Whether during last 2 years changed - work activity status, industry, occupation and establishment along with the earlier position:** In columns (9) - (15) information on whether during the last 2 years, the person has changed - work activity status, industry, occupation and establishment will be ascertained and filled in. If a change is reported, the earlier position in that regard would also be ascertained. Note that these columns will be filled in only for those **who are employed in the principal usual status** (i.e. persons with code 11-51 in col. 3).

**5.7.2.8 Columns (9) & (10): Whether during last 2 years changed work activity status and if changed, last activity status:** It will be ascertained whether or not the person has changed his/her usual principal **work** activity status (i.e. work statuses 11-51) during the last 2 years. Code 1 will be assigned if he has changed the work status and code 2 if not. For persons with code 1 in col. 9, that is, those reporting a change in work status, the last usual principal work activity status prior

to this change will be recorded in col. 10. The codes applicable in col. 10 are any of 11 to 51 only. (The detailed code structure is given for col. 3, block 5.1). Note that during the last 2 years, if a person was initially unemployed or out of labour force and he/she is employed now according to usual principal status, then he/she **will not be** considered to have changed his/her activity status as the work activity status did not change. It is quite possible that during the period in between the changes in the work activity status, a person was unemployed or out of labour force. Such a person **will be** considered to have changed his/her work activity status and code 1 will be recorded here. In the case of more than one change in work statuses, the work status prior to the **last change** will be recorded in col. (10).

**5.7.2.9 Columns (11) & (12): Whether during last 2 years changed industry and if changed, last industry (2 digit NIC-1998)** : Whether or not the person has changed his/her industry (2 digit NIC-1998 code) of work during the last 2 years will be ascertained and code 1 or 2 will be assigned to the person for an affirmative reply or otherwise. For persons with code 1 in col. (11), that is, those reporting a change in industry, the last industry of work will be recorded in col. (12) in terms of 2 digit NIC-1998 codes.

**5.7.2.10 Columns (13) & (14): Whether during last 2 years changed occupation and if changed, last occupation (2 digit NCO-1968)**: Whether or not the person has changed his/her occupation during the last 2 years will be ascertained and code 1 or 2 will be assigned to the person for an affirmative reply or otherwise. For persons with code 1 in col. (13), that is, those reporting a change in occupation, the last occupation will be recorded in col. (14) in terms of 2 digit NCO-1968 codes.

**5.7.2.11 Column (15): Whether during last 2 years changed establishment**: For the workers in the usual principal status it will be asked whether they have changed their establishment (of work) or not during the last 2 years. The term establishment is used in a broad sense and will **include all producing units including household enterprises**. In this sense, a person changing from one government department or organisation to another on a routine transfer/promotion posting will not be considered as having changed establishment. However, if his nature of work has changed consequent to this, it **will be** considered as change of establishment. In case he/she has lost or quit the earlier job and taken up a fresh job in another department or organisation, it **will be** taken as a change in establishment. Those reporting a change in establishment will be assigned code 1 and others will be assigned code 2.

**5.7.2.12 Column (16): If 'yes' in col. 11 or 13, reason for last change**: In this column, the reason for the last change will be recorded for those who have either changed their industry or occupation or both during the last 2 years i.e., those with codes 1 in col. (11) or (13) of this block. The reason codes are as follows.

<i>loss of earlier job due to :</i>	
retrenchment/lay-off .....	1
closure of unit .....	2
for better income / remuneration .....	3

no job satisfaction .....	4
lack of work in the enterprise .....	5
(for self-employed)	
lack of job security .....	6
work place too far .....	7
promotion/transfer .....	8
others .....	9

If more than one code is applicable to a person, of the relevant codes the one which appears first in the code list will be recorded.

**5.8.0 Block 8: Follow-up questions for females (code 2 in col. 4, bl. 4) with principal usual activity status codes 92 or 93 (in col. 3 of bl. 5.1):** In order to study the pattern of activities carried out along with domestic chores of the women classified as engaged in domestic duties, a separate set of special follow-up questions have been designed. These follow-up questions will be asked only to female members of the household classified as engaged in domestic duties according to usual status (i.e. those with usual principal status codes 92 & 93 in col. 3 of block 5.1) and the relevant answers will be recorded in terms of the specified codes.

**5.8.1 Items 1 & 2: Serial number and age as in block 4:** For all female members categorised 'engaged in domestic duties' according to usual principal status, i.e., those assigned the usual status codes 92 & 93 in column (3) of block 5.1, their serial number and age as in columns (1) and (2) of block 4 will be entered against items 1 and 2. Different columns will be used for different members.

**5.8.2 Item 3-5:** It will be ascertained whether the relevant women are "required to spend most of their time on domestic duties during 365 days preceding the date of survey". If the answer is in the affirmative, code 1 and if the answer is in the negative, code 2 will be recorded against item 3 for each of the relevant members. If the answer is 'yes', i.e., if the entry against item 3 is code 1 for a woman, the reason for her participation in the household duties will be ascertained and recorded in terms of the specified code numbers against item 4.

The relevant codes to be used for item 4 are:

no other member to carry out the domestic duties .....	1
cannot afford hired help .....	2
for social and/or religious constraints .....	3
others .....	9

**For women with code 1 in item 3, item 5 will be left blank.** On the other hand, if the entry against item 3 is code 2 for a woman, (i.e., such participation was not required but still the woman participated in the household chores) the reason for her voluntary participation in household chores will be ascertained and the code relevant to the answer obtained will be recorded against item 5. In such a case, item 4 will be left blank.

The codes to be used for making entries against item 5 are:

non-availability of work .....	1
by preference .....	2
others .....	9

5.8.3 **Items 6-19:** These 14 questions relate to relevant women's participation in 14 specified activities which are self-explanatory. It will be ascertained whether the woman along with her normal domestic duties also participated during the 365 days preceding the date of survey *more or less regularly* in the specified activities listed. For the questions 6-9 and 15-19, if the answer is 'yes', code '1' and if the answer is 'no', code '2' will be recorded against the relevant items for the particular woman. It may be noted that item 19 will be filled in for rural areas only. On the other hand, for the questions 10-14, if the answer is in the affirmative, it will be further ascertained whether the woman participated in the processing of mainly home produced/free collected commodities or processing of commodities otherwise procured and the code relevant to the situation will be recorded. The codes to be used are :

<i>yes:</i>	commodities produced in own farm/free collection .....	1
	commodities acquired otherwise .....	2
<i>no</i>	.....	3

5.8.4 **Item 20:** If for a particular woman the answer to the question listed against item 19, i.e. whether the woman brings water from outside the village, is 'yes' (code 1), the distance (rounded off to the nearest kilometer) she had to travel from the household premises to the point of the source of water will be recorded against this item.

5.8.5 **Item 21:** For all those categorised 'usually engaged in domestic duties' and listed against item '1' it will be ascertained whether they will be prepared to accept work if work is made available at their household premises. If the answer is in the affirmative, code 1 and if the answer is in the negative, code 2 will be recorded against this item.

**Information on items 22 to 25 are to be collected for those with code 1 in item 21.**

5.8.6 **Item 22-25 (for persons with code 1 in item 21):** The questions listed against these items will be put only to those who have answered in the affirmative for the question listed against item 21 (i.e. persons with entry 1 against item 21). The codes appropriate for the answers obtained will be recorded against the relevant items. For items 22, 23 and 25, if more than one code is found to be applicable, the code which appears first in the code list only will be recorded. The relevant codes to be used for filling in the items 22, 23 and 25 are as under :

- (i) **Item 22: nature of work acceptable:**
- |                            |   |
|----------------------------|---|
| regular full time .....    | 1 |
| regular part time .....    | 2 |
| occasional full time ..... | 3 |
| occasional part time ..... | 4 |

(ii) Item 23: type of work acceptable:

dairy .....	1
poultry .....	2
other animal husbandry .....	3
spinning & weaving .....	4
manufacturing wood & cane products .....	5
tailoring .....	6
leather goods manufacturing .....	7
others .....	9

(iii) Item 25: assistance required to undertake that work:

no assistance .....	1	easy availability of
initial finance on		raw materials .....
easy terms .....	2	assured market .....
working finance		training .....
facilities .....	3	accommodation .....
		others .....
		9

(iv) *Item 24:* This item is self-explanatory and the answer to the question listed for this item will be recorded in terms of code '1' or '2'.

### 5.9.0 Block 9: Worksheet for recording household consumer expenditure:

5.9.1 **Introduction** : The value or worth of the household data obtained on employment parameters will be greatly increased if information can be obtained on the aspect of overall level of living of the household. This will make it possible to generate information on employment parameters separately for sections of the population at different standards of living.

5.9.2 The difficulty in achieving this objective is that level of living in itself a multi-dimensional phenomenon and even if reduced to the uni-dimensional concept of monthly household consumer expenditure measured in rupees, is difficult to elicit easily from the surveyed household. Getting this information accurately requires a full-fledged household consumer expenditure survey in itself but the enquiry on consumer expenditure is not to be done on the same set of households as that for the employment schedule during the 55th round survey operations.

5.9.3 A short-cut device would be to ask a single question to the informant : what was your household's total consumer expenditure during the last 30 days?

5.9.4 Even if the informant is exceptionally well informed on the household's spending and consumption habits, the concept of household consumer expenditure is so complex that such an

approach would be too much of a short cut. It would obtain biased and unreliable information in most cases.

5.9.5 **The present approach** : In this survey, a middle course between the above two approaches - the one-shot question and the full-fledged consumer expenditure schedule - is envisaged. The idea is to obtain as accurate a figure for household consumer expenditure (defined as for Sch.1.0) as possible within a time span of 15-20 minutes.

5.9.6 With the limited time which can be afforded, the detailed item break-up of Sch.1.0 obviously cannot be followed. The worksheet drawn up provides for about 30 different components of household consumer expenditure which the investigator is to ascertain for the sample household. A similar worksheet was used during the NSS 52nd round survey (1995 - 96) to work out household consumer expenditure.

5.9.7 The definition of household consumer expenditure and the procedure for evaluating it (involving reference period, concept of household member, exclusion of expenditure on enterprise account, treatment of transfer receipts, inclusion of consumption of home produce and its evaluation, the adoption of "consumption" approach for food, fuel, clothing and footwear, and "expenditure" approach for other items) will be the same as for Sch.1.0.

5.9.8 Many of the item group descriptions used in the worksheet (e.g. 'milk & milk products', 'egg, fish & meat') are taken from the usual consumer expenditure schedule (Schedule 1.0) and have the same meaning (coverage) as in Sch. 1.0. The investigator will be expected to explain to the informant the articles of food which constitute (say) the item (group) "milk & milk products" : milk, curd, butter, etc.

### **Detailed Instructions**

#### **5.9.9 Value of last 30 days' consumption**

5.9.10 **Item 1 : Cereals & cereal products**: This includes cereal substitutes. Consumption by livestock and poultry must be excluded. Consumption out of gifts, free collection, etc. is to be evaluated at local retail prices and consumption out of home produce, at ex-farm prices.

5.9.11 **Item 2 : Pulses & pulse products**: This includes not only pulse products such as basin, but also gram and gram products.

5.9.12 **Item 8 : Other food items - sugar, salt, spices, beverages, processed food, etc.**: The range of food items covered by beverages, and of processed food, should be explained to the informant in detail. For the purpose of this worksheet, it is not considered necessary to spend time probing into whether any ingredient of home processed food, such as sugar or spices, is being inadvertently double-counted.

5.9.13 **Item 10: Fuel & light** : Firewood collected free of charge is to be evaluated at local retail prices.

5.9.14 **Item 12 / 13: Misc. goods & services (monthly / annual expenditure)**: This covers miscellaneous goods and services according to the 55th round concept and additionally, includes rents and taxes. The information is to be collected separately for four or five major heads following blocks 8.1 & 8.2 of schedule 1.0. However, note that unlike sch.1.0, a '365 days'

reference period has been specified for some broad groups and as usual, '30 days' reference period for other groups. This has been done mainly to ensure that large expenses such as rail/road/air fares for long-distance tours, which may occur only once in a year, are not missed, and also that such expenses, if occurring during the last 30 days, do not unduly inflate the MPCE figure obtained.

5.9.15 **Item 12.2 : Tuition fees** : This includes payment to private tutor. Care should be taken not to miss admission fees and other fees paid annually. Donations, however, and charitable contributions to the school fund, should not be included as these are considered transfer payments.

5.9.16 **Item 12.4: Medical expenses (non-institutional)**: This will include all medical expenses other than those incurred as inpatient of a hospital or nursing home and recorded here.

5.9.17 **Item 12.5: Toilet articles including washing soap & other cleaning agents**: This include toilet soap, hair and body oil, lotions, creams, powder, perfume, toothpaste, washing soap, washing soda, acid, toothbrushes, etc.

5.9.18 **Item 12.6: Regular (commuting type) and journeys**: Regular (e.g. daily) journeys should not be missed because of their high frequency, even if the cost on a particular day is low. 'Other journeys' is meant for out-of-the-ordinary journeys such as a taxi ride or a long distance journey, which should not be missed because, although infrequent, it is costly.

#### 5.9.19 Value of last 365 days' expenditure

5.9.20 **Item 13.2: Hospital, nursing home (institutional)**: The coverage of the term "medical expenses" is as in sch.1.0. All expenses incurred as inpatient of a hospital or nursing home will be considered, including medicines, doctor's/surgeon's fees, diagnostic charges, nursing charges, etc. (a) **Hospitalisation** : This covers all medical expenses incurred as in-patient of a hospital *except* when hospitalisation is on account of childbirth. (b) **Childbirth** : All medical expenses in connection with childbirth, whether or not involving hospitalisation, will be recorded here.

5.9.21 **Item 14: Clothing**: The coverage of the item "clothing" should be explained to the informant. The fact that "clothing" includes bedsheets, rugs, blankets, pillows, quilts, mattresses, cloth for upholstery, curtain, tablecloth, mosquito nets, mats, cotton wool and yarn and knitting wool, should be mentioned.

5.9.22 **Item 16: Durable goods**: It should be explained that expenditure on construction of durable goods for own consumption is to be included. It should also be made clear that second-hand purchases are to be *excluded*.

### Explanation of some items of the worksheet

<p><b>3. milk &amp; milk products</b>  milk : liquid  baby food  milk : condensed/powder      curd      ghee      butter      ice-cream</p> <p><b>8. other food items</b>  sugar, salt  spices  beverages      tea : cups      tea : leaf      coffee : cups      coffee : powder      cold beverages : bottled/ canned      fruit juice &amp; shake      green coconut      Horlicks/Complan/Bournvita/      Viva/cocoa/drinking chocolate etc.</p> <p>processed food      biscuits, cake, pastry      salted refreshments      prepared sweets      pickles, sauce      jam/jelly</p> <p>cooked meals</p> <p><b>12. misc. goods &amp; services</b>  amusement      photography      hiring video cassette/VCR/VCP      tailoring      cinema/theatre/mela/picnic      washerman, laundry, ironing      club fees      sports goods/ toys/ other hobby /      recreational goods</p> <p>petty durables      spectacles, walking stick      pens, torch, lock, lighter      umbrella/raincoat</p>	<p>toilet articles  toilet soap  powder, snow, cream  hair oil, lotion, shampoo, etc.  sanitary napkins  shaving blades, shaving stick  razor, toothbrush, comb</p> <p>other household articles  electric bulb, tubelight,  batteries  bucket, water bottle, feeding  bottle, other plastic goods  earthenware, glassware  other washing requisites  agarbati, flowers, acid, insecticide,  mosquito repellent  clock, watch  electric shaver/hair drier  typewriter</p> <p>taps, pipes &amp; other sanitary fittings</p> <p>plugs, switches &amp; other electrical fittings</p> <p>cons. services (excl. conveyance)  domestic servant, cook, sweeper  barber, beautician, priest, legal expenses  postal expenses  telephone charges  pet animals</p> <p>water carrying charges &amp; other  miscellaneous expenses</p> <p>conveyance  long-distance journeys (air/rail/bus fare)  school/office commuting  conveyance expenses  other short journeys (taxi/ bus/train/  auto-rickshaw/boat/  steamer/rickshaw/cart fare)  petrol, diesel, lubricating oil  porter charges</p>
---	--

*items of worksheet contd.*

---

<p>rent house/garage/residential land/ other consumer rent consumer taxes and cesses</p> <p><b>12.4 &amp; 13.2 medical expenses</b> medicine doctor/surgeon X-ray/ECG urine/blood/other pathological tests nurse/midwife family planning appliances (item 12.4 only)</p> <p><b>12.2, 12.3 &amp; 13.1 education</b> tuition fees private tutor books, magazines newspapers stationery</p> <p><b>15. clothing and footwear</b> footwear cloth for shirt, coat salwar, pyjamas, etc. sari, dhoti, lungi readymade garments sweater, scarf, muffler, etc. socks, undergarments, other hosiery towel, gamchha, handkerchief thermos flask, casserole bedcover, bedsheet, tablecloth, curtains blanket, rug pillow, quilt, mattress knitting wool, cotton wool, yarn mosquito net, mats, mattings</p>	<p><b>16. durable goods</b> almirah, dressing table bedstead, sofa, table, chair, stool suitcase, trunk, bag, handbag, etc. foam rubber/ other cushion carpet, dari, other floor matting paintings, etc. TV, VCR/VCP tape recorder, radio, transistor, two-in-one record player video/audio cassettes, gramophone records camera &amp; photographic apparatus musical instruments jewellery and ornaments household utensils sewing machine refrigerator washing machine air cooler, air conditioner geyser fan stove(wick type/pressure type) pressure cooker non-stick pan electric iron heater, toaster, oven, etc. lantern, lamp, electric lampshade car/bicycle/other vehicle</p> <p>tyres and tubes</p> <p>perambulator/baby walker hearing aids thermometer contact lenses artificial limbs, orthopaedic braces and supports surgical belts, trusses and supports</p>
---	--

---

5.10.0 **Block 10: Remarks by investigator** : Any relevant remarks relating to the problems encountered in collecting the data, attitude of respondents, etc., will be recorded in this block by the investigators. If the investigator feels that certain information given by the informant is of doubtful nature, it may also be indicated with comments, if any. Any other qualified comments which may help to make proper assessment of the entries made in the schedule may also be recorded here.

5.11.0 **Block 11: Comments by supervisory officer**: This block will be used by the Supervisory Officers to record their comments and suggestions. They should particularly highlight the inconsistent data, if any, recorded in the schedule giving possible reason for such entries. This, of course, has to be done after making necessary reference to the investigator concerned.

## Some important points for collection of data in Schedule 10.1

The following points may be kept in mind while collecting data for Schedule 10.1:

1. This schedule has 9 blocks including the usual blocks 0, 1, 2, 10 and 11. The other blocks are blocks 4, 5.1, 5.2 and 5.3.
2. All the references i.e., block number, column/item number are same as in Schedule 10. The concepts, definitions and procedures of data collection are, therefore, same as for Schedule 10.
3. Blocks 0 and 1 will always be filled in and item 12, block 1 will always be 2. During the second visit, a household will be substituted if it does not cooperate and refuses to provide information. In case the household is substituted at the time of revisit, i.e., item 18, block 1 will be 2, only blocks 0 and 1 will be filled and the top page of schedule 10.1 will be torn off and attached to schedule 10 which will be canvassed for the substituted household.
4. There may be a situation when the sample household has shifted out of the village / block or cease to exist at the time of revisit to the household and hence cannot be located within the FSU. In such a situation, blocks 0 and 1 only will be filled in for the household and code 3 (not found) will be recorded against item 18 of block 1. However, if the household has changed its location within the FSU, then that household should be surveyed at the present location.
5. In the case of a split in the sample household after the first visit, the part found in the previous location will be surveyed and the other part, if it remains in the FSU, will be treated as new household. This new household will form a part of the second stage stratum 9. If both the parts are within the FSU but none of them is found in the previous location, then the household having the senior most member of the erstwhile household will be surveyed. If again only one part of the household remains within the FSU, then that will be located and surveyed.
6. Schedule 10 will always be canvassed for the households belonging to second-stage stratum 9.
7. Information for the schedule should preferably be collected by the same investigator and from the same informant of the household as was done during the first visit to the household.
8. Item 19, block 1 will be filled in after filling up of block 4. In the case where the household is to be substituted, it will be left blank.
9. For part A (erstwhile members) of block 4, serial number (col.1), name (col.2) and age (col. 5) will be copied from block 4 of schedule 10 canvassed during the first visit to the household.
10. For part A of block 4, columns 13, 14 and 20 **will not be** filled in.

11. Column 21 of block 4 **should invariably be filled in** for all persons listed in part A and part B.
12. For part B of block 4, all the columns (1 to 21) are to be filled in.
13. Blocks 5.1, 5.2 and 5.3 are to be filled in afresh for all the present members of the household irrespective of whether they are listed in part A or B of block 4.

**Appendix A****Improvements and changes made in the concepts and contents of the quinquennial surveys on employment - unemployment**

Though the basic approach remained unchanged, certain changes and improvements in the concepts and contents were made in each of the quinquennial surveys on employment and unemployment. In the 32nd round (1977-78) survey, the following changes were made over the 27th round:

- (i) The time criterion of spending relatively longer time (i.e., major time) for deciding the usual status with reference to a fixed period of 365 days preceding the date of survey was adopted.
- (ii) Information on subsidiary gainful activities was collected to generate estimates comparable to that of census 1961 and the first quinquennial survey (September 1972 - October 1973).
- (iii) Probing questions were streamlined and its scope widened.
- (iv) Collection of data on wages, employment and indebtedness from rural labour households were integrated with the quinquennial rounds to generate comparable estimates with the earlier rural labour enquiries.

The third survey in this series was done during the 38th round, corresponding to the period January - December 1983. In order to maintain the comparability with the 32nd round, the 38th round survey methodology was kept as a 'no change model' retaining the same conceptual framework as in the 32nd round. However, the migration characteristics of the persons were added to the coverage of the survey. In the 43rd round (July 1987 - June 1988) also, while keeping the conceptual frame work same as in the 32nd and 38th rounds, some additional items were included to accommodate the suggestions contained in the ILO recommendations on collection of data on economically active persons.

With the experience gained from the first four quinquennial surveys, keeping in view the need for further refinements in the concepts and procedures and wider coverage in the light of international practices, certain modifications/changes were made in the fifth quinquennial survey, without affecting its comparability with the past surveys. These were briefly as follows:

- (i) Till the fourth survey, the current weekly status (CWS) of a person was first assigned on the basis of the response to the questions relating to his participation in gainful activities (non-gainful activities) and thereafter, the daily time disposition data was collected only for those in the labour force as per the CWS. In the 50th round, the daily time disposition for all the persons surveyed were collected and the CWS was determined based on the time disposition data so collected, without probing any further on the point.
- (ii) Certain probing questions were introduced to all persons who were unemployed on all the days of the reference week. These included educational background of unemployed, spell of

unemployment, industry-occupation of the last employment, reason for leaving the last employment, etc.

(iii) A set of probing questions were framed to get the profile of the children (5-14 years), particularly their economic activities.

(iv) As information on migration was collected extensively in the 49th round, items relating to migration were not collected in the 50th round.

(v) The probing questions meant for the employed persons according to usual status were modified to obtain a better view of the underemployment situation

(vi) Upto NSS 43rd round, work was identified with the performing of 'gainful activity'. As the international standards use the term 'economic activity' rather than 'gainful activity', the concept of economic activity was introduced in the 50th round. However, the coverage of activities under the new term was kept the same as in the earlier surveys, except, for the inclusion of 'own account production of fixed assets' as a work related activity.

(vii) In the NSS quinquennial surveys, identification of usual status involved a trichotomous classification of persons into 'employed', 'unemployed' and 'out of labour force' based on the major time criterion. In the 50th round, the procedure prescribed was a two stage dichotomous procedure which involved a classification into 'labour force' and 'out of labour force' in the first stage and the labour force into 'employed' and 'unemployed' in the second stage.

Since a lecturer is a regular wage/salaried employee, full intensity 1.0 against the salaried work is to be assigned.

\*\*\*\*\*