



GOVERNMENT OF ODISHA

# **INSTRUCTIONS FOR DATA RECORDIST**

*(Procedures, Concepts & Definitions)*

## **Basic Statistics for Local Level Development (BSLLD)**

**DIRECTORATE OF ECONOMICS & STATISTICS,  
ODISHA, BHUBANESWAR**

# **VILLAGE INDEX CARD SURVEY**

## **Chapter – I**

### **INTRODUCTION**

1.1 The 73<sup>rd</sup> and 74<sup>th</sup> constitution amendments of India envisage a major reform of governance which gives greater responsibilities and power to the Panchayats and Urban Local Bodies and offer opportunity for local planning, effective implementation and monitoring of various socio-economic development programmes. This has necessitated the availability of data and information on vital indicators at local level. The Scheme village Index Card Scheme (VICS) has been operating since 1973-74 covering all the census villages of the State .The objective of the scheme is to build up data base at village/G.P./Block level. Data on Infrastructural development and other amenities/facilities available in different key sectors of economy are being collected to bridge the data gaps required for formation and implementation of a realistic plan at micro level planning. Collection of village level data is being updated in regular interval through rounds of survey and already five rounds of survey have been completed.

1.2 The Gram Panchayat should consolidate, maintain and own village level data.

The village level information may be collected uniformly by using the Village Schedule .Data on the following subjects can be collected:

- a. Availability of basic facilities in the village.
- b. Assets available in and around the village viz. number of factories, business establishments, bridges, declared forest area, orchards, roads etc.
- c. Distance of the village from nearest facilities.
- d. Demographic information such as population, births, deaths, morbidity, disability, chronic and seasonal diseases & Family Planning.
- e. Health Manpower.
- f. Literacy, Enrolment status, School attendance, Out of school children.

- g. Land utilization statistics.
- h. Life stock and poultry.
- i. Storage and market outlets
- j. Employment status of the villagers.
- k. In and out migration.
- l. Data on some social indicators such as Street children, Beggars, Juvenile delinquent etc.
- m. Industry and business, No. of units and workers.
- n. Death due to disasters.

1.3 The Schedule is required to be filled up once in a year. It has 17 blocks from 0 to 16. These include data on availability of basic facility , village infrastructure ,distance from nearest facilities, data on population, households, households below poverty line, Literate persons ,morbidity and disability, health manpower, educational data including enrolment and drop outs, Land utilization in the village, Live stock and poultry, storage and market outlets, data on employment status, migration, social indicators like street children, sex workers, beggars, incidence of violence against women, data on small-scale enterprises and workers therein etc. and deaths due to disasters .

**Reference year** is the previous financial year when the information is being recorded.

**The information in the village schedule is not being collected by conducting house - to -house survey.** The information is to be recorded in the schedule from the records available at the village level and being maintained by the village level functionaries, such as Anganwari workers, ANMs, Panchayat Secretaries, school teachers, patwaris, village headmen, and knowledgeable persons etc.

Where village records are not available, information may be collected from the Sarpanch, Ward Members, Village Headman or any knowledgeable person of the locality.

The village Directory of Census 2011 (If 2011 data not available, Census 2001 data may be used) i.e. Primary Census Abstract may also be utilized as required.

- i) **DESCRIPTIVE IDENTIFICATION OF THE VILLAGE:** - State, District, Tehsil /Sub-Division, Block, Panchayat, and village codes are to be recorded in the Block-0. District, Tehsil/Sub-Division, Block, Panchayat and village codes will be as per the Census 2011. Census 2011 code will be provided by DES in consultation with the Census Authority (the same are also available on the web as well). All other codes, to be recorded in different Blocks are indicated in the schedules.
- ii) **DATA SOURCES:** Different Blocks of the schedules are to be filled in from the specific data sources which are indicated below. The source code is to be recorded in each of the blocks.
  - a) Panchayat-01
  - b) Anganwari worker-02
  - c) Health worker-03
  - d) Patwari (land records)-04
  - e) Village Headman-05
  - f) Local School-06
  - g) Local Doctor-07
  - h) PHC/Sub-Centre/Hospital-08
  - i) Knowledgeable person (s)/Others(Female-09, Male-0-10)
- iii) No additional staff would be provided for compiling the information. The collection of data will be done as per the previous practice.
- iv) Filled in schedules will be received at D.D/Asst. Director (P&S) DPMU office. Scrutiny of schedules, data entry, validation and processing of data for generating tables will be done at District level.

Preparation of Report, Publication and dissemination of report will be done at DES level.
- v) Concepts and definitions of the survey are explained in Chapter – II. Block wise and Item wise instructions to fill up the schedules are given in chapter - III.



# VILLAGE INDEX CARD SURVEY

## Chapter – II

### CONCEPT AND DEFINITIONS

- 2.1 USE OF RENEWABLE SOURCE OF ENERGY (ITEM 2.2):** Conventional Energy is generated from resources such as coal, oil, gas etc which are not replenishable. Renewable energy is energy generated from natural sources such as sunlight, wind, tides which are renewable i.e. naturally replenished. Examples of Renewable Energy are, solar energy, wind energy etc.
- 2.2 CABLE CONNECTION (ITEM 2.3):** Cable connection for TV sets is provided through cable operators or through DTH.
- 2.3 CO OPERATIVE SOCIETY (ITEM 2.7):** These societies are normally registered under Societies Act and have some statutory obligations towards the public/ Government. In addition to the marketing function, these societies may supply agricultural requisites such as seeds, manure and fertilizer, pesticides and insecticides etc.
- 2.4 SELF HELP GROUP (ITEM 2.8):** SHG is a group formed by the community women, which has specific number of members. In such a group the poorest woman would come together for emergency, disaster social reasons, and economic support to each other and have ease of conversation , social and economic interaction .
- 2.5 ADULT EDUCATION (ITEM 2.9):** Under literacy campaign, the adults of the villages are given an opportunity to attain basic education through some adult education centre.
- 2.6 CREDIT SOCIETY / COOPERATIVE CREDIT SOCIETY (ITEM 2.10):** Co-operative credit society is a society that is formed through the co-operation of a number of persons (members of the society) for the benefit of the members. The funds are raised through contributions/investments by the members and the profits are shared by the members. Cooperative banks will also be considered here.
- 2.7 COMMERCIAL BANK OR AGRICULTURAL BANK (ITEM 2.11):** This includes all initialized and non-nationalized banks.
- 2.8 PUCCA STREET (ITEM 2.12):** Metalled street commonly known as Pucca street is a street made of pucca materials like asphalt, cement, bricks, stones etc.

- 2.9 CRÈCHE FACILITY (ITEM 2.14):** A place where small children and toddlers are kept by parents against payment.
- 2.10 STREET LIGHT (ITEM 2.15):** Street lights are the illuminating facility provided by the local bodies. This facility may be provided for whole night or a part of it.
- 2.11 FACTORIES (ITEM 3.1):** The premises or place being used for activities related to manufacturing, production, assembling, servicing, etc employing (i) 10 or more workers and using electricity or (ii) 20 or more workers but not using electricity are termed as factory for our purpose.
- 2.12 BRIDGE (ITEM 3.2):** only concrete bridge and wooden bridge constructed by PWD of Central and State Government should be considered and recorded.
- 2.13 BUSINESS ESTABLISHMENT (ITEM 3.3):** Only large business establishment with more than one crore annual turn over may be recorded .The recordist need not have to verify the balance sheet of the business establishment. He may take this information roughly from some knowledgeable person. However, if the establishment is willing to inform about its turnover, it may be noted.
- 2.14 ORCHARDS (ITEM 3.4):** An orchard is a plantation of similar type of trees, mostly fruits. All Orchards with a area of 1.0 Hectare or more may be taken into account.
- 2.15 FOREST AREA (ITEM 3.5)** Forest area is declared by the State Governments through an ordinance or by an Act. If an area is notified as Forest area, nearby villages are invariably informed for stopping illegal trespassing.
- 2.16 PERCENTAGE OF HOUSEHOLDS HAVING ACCESS TO SAFE DRINKING WATER (ITEM 3.6):** If drinking water is available from the following four sources viz, a) tap, b) tube well/ hand pump, c) well, d) reserved tank for drinking water then available water is termed as safe drinking water.
- 2.17 HOUSE STRUCTURE (ITEM 3.7) :**

House: Every structure, tent , shelter, etc is a house irrespective of its use . It may be used for residential or non-residential purpose or both or even may be vacant.

- (a) **KATCHA STRUCTURE:** A structure which has walls and roof made of non-pucca materials is regarded as a Katcha structure. Non-pucca materials include unbrunt bricks, bamboo, mud grass, leaves, reeds, thatch, etc.

(b) **PUCCA STRUCTURE:** A pucca structure is one whose walls and roofs are made of pucca materials such as cement, concrete, oven burnt bricks, hollow cement / ash bricks, stone, stone blocks, jack boards (cement plastered reeds), iron, zinc or other metal sheets , timber, tiles, slate , corrugated iron , asbestos cement sheet, veneer, plywood, artificial wood of synthetic material and poly vinyl chloride (PVC) material .

(C) **SEMI-PUCCA STRUCTURE:** A structure which cannot be classified as a pucca or a katcha structure as per definition is a semi- pucca structure. Such a structure will have either the walls or the roof but not both made of pucca materials.

**2.18 LATRINE (ITEM 3.8):** Any type of latrine will be considered under this item. Sanitary latrine is a type of latrine which is connected to an under ground sewerage system, from which human excreta and wastes are flushed out by water. Here “Individual” means, if latrine is used exclusively by one household. If more than one house holds are using one latrine than the percentage of that category will come under (b) percentage under (a) and (b) is to be recorded separately.

**2.19 METALLED ROAD (ITEM 4.4)** is commonly known as Pucca Road. This will include roads made of pucca materials like asphalt, cement, concrete, bricks, stones, etc.

**2.20 ALL WEATHER ROADS (ITEM 4.5)** are those roads which are not metalled road but are usable in all seasons of a year irrespective of the material used for the road.

**2.21 PRE-PRIMARY/PRE-BASIC SCHOOL STAGE (ITEM 4.6 AND ITEM 4.11):** Nursery / LKG/UKG / Kindergarten classes.

**2.22 PRIMARY SCHOOL STAGE (ITEM 4.7 AND ITEM 4.12):** Comprising Classes1-IV/1-V.

**2.23 MIDDLE/UPPER PRIMARY SCHOOL STAGE(ITEM 4.8 AND ITEM 4.13);** Comprising Classes V-V11/V1-V11/V1-V111.

**2.24 SECONDARY SCHOOL STAGE(ITEM 4.9 AND ITEM 4.14):** Comprising Classes V111-X/IX-X; and

**2.25 HIGHER SECONDARY STAGES (ITEM 4.10 AND ITEM 4.15):** Comprising Classes XI -XII.

**2.26 TYPE OF SCHOOLS**

**GOVERNMENT:** Schools managed and financed by Central/State Government, Autonomous Organisations set up by the Central/State Governments and by Local Bodies.

**SEMI GOVERNMENT (GOVERNMENT AIDED):** Schools managed by an individual, trust or a Private organization and are receiving regular maintenance grants either from a Local Body or the Central/State Governments.

**PRIVATE:** Schools managed by an individual, trust or a private organization and do not receive regular maintenance grants either from Local Body or Government (Central/State).

**2.26 NON FORMAL EDUCATION CENTRE (NFEC) (ITEM 4.19):** Non vocational/vocational education centres, established by the Central and State Government provides educational facilities to the interested persons irrespective of educational qualification and age. These education centers are open to all.

**2.27 PHC/COMMUNITY HEALTH CENTRE/GOVERNMENT HOSPITAL (ITEM 21, 4.22, 4.23, 4.24):** Primary health centre (PHC) is the first point between a village community and the Government medical officer. It has a medical officer and other paramedical staff.

**2.28 SUB CENTRE:** It is the first contact point between a village community and the female health worker usually called ANM.

Community health centre/government hospital (CHC) CHC functions as referral centre for the PHC.

**2.29 MEDICINE SHOP (ITEM 4.25, 4.26, 4.27, 4.28):** A shop which sells drugs and medicines of any system of medicine viz. allopathic, homeopathic, Ayurvedic or unani medicines, will be considered as a medicine shop for that system. If, however, same shop is keeping all types of medicines, this shop will be recorded as allopathic shop. Sometimes some grocery shops and paan shop also keep some ordinary medicines, like Paracetamol, Bandage, Crocin, Burnol etc. But these shops should not be taken as medicine shops.

**2.30 FAIR PRICE SHOP (ITEM 4.31):** The shops through which some essential commodities are sold at subsidized rates, are Fair Price Shop. They may also be known as ration shops and control shops. The distance of the nearest shop from the village is to be recorded.

**2.31 INTERNET FACILITY (ITEM 4.34):** E- mail is the electronic mail, which is sent through network (internet) from a personal computer (PC). If at least one house hold is having e-mail or electronic mail facility, distance is to be recorded as "OO:". However, if no household is having having email facility, then distance of the nearest commercial

place with e-mail facility is to be recorded. In other words, if in the next village, a household is having the facility for individual use, that is not to be considered.

- 2.32 PCO (ITEM4.35):** A public call office will refer to a place, from where telephone call including STD/ISD can be made with or without payment of fee.
- 2.33 VOCATIONAL SCHOOLS (ITEM4.38):** Vocational Schools or institutions imparting training in specific fields acquiring skill, are those schools/institutions which will make them employable or create for them opportunities self employment. Education offer by ITIs, polytechnics, etc, are example of vocational courses. The distance of the nearest such institution is to be recorded.
- 2.34 INSTITUTIONS/ORGANISATION FOR REHABILITATION OF DISABLED PERSONS (ITEM 4.39):** These are Government and Government recognized institution/organization engaged for providing education and facilitate for rehabilitate to different groups of disabled persons. These institutions are coming in this category.
- 2.35 COMMUNITY CENTRE (ITEM4.47):** It is a place accessible to the villagers where facilities of viewing T.V. Video etc. arranging ceremonies like marriage, festival and other community programmes etc. The centre is generally located at a fixed place. The villagers will have access to the centre. The distance of the nearest such centre is to be reported.
- 2.36 SOCIAL GROUP:** The statutory lists of Scheduled Caste (SC) and Scheduled Tribe (ST) are notified by the State Government. Number of persons belonging to any notified state list of Scheduled caste or Tribe, is to be recorded in the respective category. Similarly for OBC a person belonging to any notified state list of OBC, is to be recorded.
- 2.37 CHRONIC DISEASE (ITEM 6.1):**Chronic diseases are diseases of long duration and generally slow in progression. These diseases exist for a long time-usually a lifetime and are not caused by infection or not on by contact. It can be preventable, controllable, but may or may not be cured. Some examples chronic disease segments in India are cardiovascular (CVD), diabetes, respiratory and kidney etc.
- 2.38 SEASONAL DISEASE (ITEM6.2):** Some diseases are season specific. Some of the major seasonal diseases are: malaria, dengue, meningitis, cholera, typhoid, encephalitis etc.
- 2.39 DISABILITY:** A persons with restrictions or lack of abilities to perform an activity in the manner or within the range considered normal for a human being is treated as having disability.

- 2.40 VISUAL DISABILITY (ITEM6.3):** Visually disability persons include (a) those who do not have any light perception- both eyes taken together and (b) those who has light perception but can not correctly count fingers of hand (with spectacles/contact lenses if he/she uses spectacles/contact lenses) from a distance of 3 meters (or 10 feet) in good day light with both eyes open. Night blindness is not considered as visual disability.
- 2.41 HEARING DISABILITY(ITEM 6.4):** A person, who can not hear at all, or could not hear only loud sounds, or can hear only shouted words, or can hear only when the speaker is sitting in the front, or usually asking to repeat the words spoken or would like to see the face of the speaker. Hearing disability is judged without taking into consideration the use of hearing aids (i.e., the position for the person when hearing aid was not used).
- 2.42 SPEECH DISABILITY (ITEM6.5):** This refers to persons inability to speak properly. Speech of a person was judged to be disordered if the person's speech was not understood by the listener.
- 2.43 LOCOMOTOR (ORTHOPEDIC) DISABILITY (ITEM6.6):** This refers to a person with (a) loss or lack of normal ability to execute distinctive activities associated with the movement of self and objects from place to place and (b) physical deformities, other than those involving the hand or leg or both, regardless of whether the same caused loss or lack of normal movement of body.
- 2.44 MENTAL DISABILITY (ITEM6.7):** This refers to a person's condition of arrested or incomplete development of mind, which is specially characerised by sub-normality of intelligence. Persons who had difficulty in understanding routine instructions, who could not carry out their activities like others of similar age or exhibited behaviors like talking to self, laughing/ crying, staring, violence, fear and suspicious without reason may be considered as mentally disabled.
- 2.45 DOCTOR (ITEM7.1):** Doctors are those having degrees/diploma in medicines and also registration from recognized universities/institutions deemed to be universities. These doctors may follow any of the systems-allopathic, homeopathy, Ayurvedic, unani etc.
- 2.46 OTHERS (ITEM7.1):** includes trained Nurse, compounder, trained physio-therapist etc.
- 2.47 LITERATE (ITEM 8.1 TO 8.4):** A person is considered literate if he /she can read and write a simple message in at least one language with understanding.

- 2.48 FAIR PRICE SHOP (ITEM 11.1):** The shop through which some essential commodities are sold by the government at subsidized rates. They may also be known as ration shop and control shops.
- 2.49 MANDIS/REGULAR MARKET (ITEM 11.2):** Mandis and regular markets are those clusters of shops with or without fixed premises which are open on at least six days a week and opens at least from morning hours to dusk. Hat and weekly markets are not to be considered under this head.
- 2.50 COLD STORAGE (ITEM 11.3):** Godowns/ware-houses with artificial cooling system are known as cold storage. Both private and Government and Government Undertakings are to be recorded. However, those warehouses which are purely personal or constructed by some Private Limited Company for their use may not be recorded. If a person of the cold storage is kept for private use and rest is for public on rent basis, then that cold storage may be considered.
- 2.51 CHRONIC DISEASE:** Chronic diseases are diseases of long duration and generally slow progression. Chronic diseases such as heart disease, stroke, cancer, chronic respiratory diseases and diabetes, are by far the leading causes of mortality in the world, representing 63% of all deaths. Out of the 36 million people who died from chronic disease in 2008, nine million were under 60 and ninety per cent of these premature deaths occurred in low- and middle income countries.
- 2.52 Some examples of seasonal diseases for better understanding of seasonal diseases.**

- ☞ Amoebiasis
- ☞ Angiostrongyliasis
- ☞ Avian Influenza
- ☞ Anthrax
- ☞ Brucellosis
- ☞ chikungunya
- ☞ Cholera
- ☞ Coccidioidomycosis
- ☞ Dengue
- ☞ Diphtheria
- ☞ Giardiasis
- ☞ Haemorrhagic Fevers

- ☞ Haemophilus Influenzae Type B
- ☞ Hantavirus Diseases
- ☞ Hepatitis A
- ☞ Hepatitis B
- ☞ Hepatitis C
- ☞ Hepatitis E
- ☞ Histoplasmosis
- ☞ HIV/AIDS and other sexually-transmitted infections
- ☞ Human Papillomavirus
- ☞ Influenza (Avian Influenza/Seasonal Influenza and Influenza V (H1N1))
- ☞ Japanese Encephalitis
- ☞ Legionellosis
- ☞ Leishmaniasis (cutaneous, mucosal and visceral forms)
- ☞ Leptospirosis (including Weil disease)
- ☞ Lymphatic Filariasis
- ☞ Malaria
- ☞ Measles
- ☞ Meningococcal Disease
- ☞ Mumps
- ☞ Onchocerciasis
- ☞ Pertussis
- ☞ Plague
- ☞ Pneumococcal Disease
- ☞ Poliomyelitis (Polio)
- ☞ Rabies
- ☞ Rotavirus
- ☞ Rubella
- ☞ SARS (severe acute respiratory syndrome)
- ☞ Schistosomiasis (Bilharziasis)
- ☞ Tetanus
- ☞ Tick-Borne Encephalitis

- ☞ Trypanosomiasis (African trypanosomiasis (sleeping sickness)/ American trypanosomiasis (Chagas disease))
- ☞ Tuberculosis (TB)
- ☞ Typhoid Fever
- ☞ Typhus Fever (Epidemic louse-borne typhus)
- ☞ Varicella
- ☞ Yellow Fever

**2.53 DISASTERS:** Natural and human induced disasters have been causing unimaginable loss of life and property and damages to public and private infrastructure, eroding gains of hard earned development and resulting in mounting expenses on relief and rehabilitation. Natural disasters mainly consist of earthquakes, landslides, cyclones etc. While manmade disasters are of the type of chemical/industrial disasters, nuclear disasters, accident related disasters, biological disasters etc. Human activities such as industrial development, economic development, deforestation and human settlements etc, main causes of rapid buildup of greenhouse gases, are leading to global warming and major changes in climatic conditions.



# VILLAGE INDEX CARD SURVEY

## Chapter – III

### INSTRUCTIONS FOR FILLING UP THE VILLAGE SCHEDULE

- 3.1** The village schedule is to be filled-in once in a year. All the figures are to be recorded in whole numbers unless it is specifically maintained. The schedule comprises of 17 block, i.e. 0 to 16 concept and definitions are given in the chapter II. The information is to be recorded in the schedule from the records available at the village level and being maintained by different village level functionaries , such as Anganwari , ANM, Panchayat Secretary, School teacher, Patwari, Village headman, and Knowledgeable person etc. The village Directory of Census 2011 may be utilized in certain cases.
- 3.2** The schedule consists of the following blocks.
1. Block-0: Descriptive identification of the village.
  2. Block-1 Particulars of data recording
  3. Block-2: Availability of some basic facilities
  4. Block-3: Infrastructure
  5. Block-4: Distance from the nearest facility
  6. Block-5: Demographic information
  7. Block-6: Morbidity. Disability and Family planning
  8. Block-7: Health manpower
  9. Block-8: Education
  10. Block-9: Land utilization
  11. Block-10: Live stock and poultry
  12. Block-11: Number of Storage and marketing outlets
  13. Block-12: Employment status (employment—unemployment) of the villages
  14. Block-13: Migration
  15. Block-14: Other Social Indicators
  16. Block-15: Industries and Business
  17. Block-16: Information on Fatality due to Disasters

## **BLOCK-0: DESCRIPTIVE IDENTIFICATION OF THE VILLAGE**

- 3.3** Block -0 is about the identification of the village. The items of this block are self-explanatory. State, District, Tehsil/ Sub- Division., Block, Panchyat and Census Village Codes of RGI are to be adopted. These codes will be provided by the Directorate of Economics and Statistics (DES).
- 3.4** Reference Year: Reference year is the year previous to the financial year in which the information is being recorded. For example, if the schedule is being filled in on 15<sup>th</sup> October 2012 then the reference year will be financial year 2011-12, which ended on 31<sup>st</sup> March 2012.

**All data are to relate the reference year indicated against item 3.4.**

## **BLOCK-1: PARTICULARS OF DATA RECORDING**

- 3.5** This block may be filled-in before the schedule is sent for tabulation /next level for scrutiny. Items of the block are self explanatory.

## **BLOCK-2: AVAILABILITY OF SOME BASIC FACILITIES**

- 3.6 POSSIBLE SOURCE:** This block may be recorded from the records available with the village / gram panchayat or in consultation with the Panchayat Secretary / Gram Sevak .
- 3.7 HOUSEHOLD WITH ELECTRIC CONNECTION (ITEM 2.1):** Even if a single household in the village has electric connection, code 1 is to be recorded.
- 3.8 USE OF RENEWABLE SOURCE OF ENERGY (ITEM 2.2):** Examples of Renewable Energy are, solar energy, wind energy etc. Even if a single household in the village is using renewable/ non-conventional energy, code 1 is to be recorded.
- 3.9 CABLE / DTH CONNECTION (ITEM 2.3):** Cable connection for TV sets is provided through cable operators or through DTH. If any one of the household is having either of the connection code-1 is to be recorded.

- 3.10 DRINKING WATER (ITEM 2.4)** Major source is to be taken as the source from which the majority of the households are getting water for drinking purposes. If drinking water is distributed through pipes laid out by local authorities or similar agencies, then source may be treated as Tap water (code-1). Other codes are to be recorded accordingly.
- 3.11 DRAINAGE SYSTEM (ITEM 2.5):** If a Drainage system either man made or natural and operational, exist in the village, then code 1 may be recorded.
- 3.12 GOVERNMENT CONTROLLED IRRIGATION SYSTEM(ITEM 2.6) , CO-OPERATIVE SOCIETY(ITEM 2.7) , SELF HELP GROUP(ITEM 2.8), ADULT EDUCATION (ITEM 2.9) , CREDIT SOCIETY / COOPERATIVE CREDIT SOCIETY(ITEM 2.10), CRÈCHE FACILITY(ITEM 2.14):** If such a facility is available , code-1 may be recorded .
- 3.13 COMMERCIAL BANK OR AGRICULTURAL BANK (ITEM 2.11):** This includes all nationalized and non-nationalised banks. If a branch of any bank as defined above, is available in the village then code 1 is to be given.
- 3.14 PUCCA STREET WITHIN THE VILLAGE (ITEM 2.12):** If there is any pucca street in the village code 1 is to be given.
- 3.15 ROADWAYS BUSES (ITEM 2.13):** It includes both Government undertaking buses and private buses with fixed routes and regularized fare structure. Code (1, 2 or 3) is to be given according to frequency by the combined fleet of Government undertaking buses and private buses.
- 3.16 STREET LIGHT (ITEM 2.15):** If street light facility for whole night or a part of it is provided by the Government / local bodies then code 1 is to be given.

### **BLOCK 3 VILLAGE INFRASTRUCTURE:**

- 3.17 POSSIBLE SOURCE:** This block may be recorded from the records available with the village / Gram panchayat or in consultation with the panchayat secretary / Gram sevak. This block is designed to know the socio economic progress of the village during the reference period. Exact number / Estimated percentages may be recorded under the column 3.
- 3.18 FACTORIES (ITEM 3.1)** The number of factories in the village and in the vicinity of 5 KM of the village is to be recorded.

- 3.19 BRIDGE (ITEM 3.2):** Only concrete bridge and wooden bridge constructed by PWD of central and State Government should be considered and recorded.
- 3.20 BUSINESS ESTABLISHMENT WITH LARGE TURN OVER (ITEM 3.3):** Only large business establishment with more than one crore annual turnover may be recorded. The recordist need not have to verify the balance sheet of the business establishment. He may take this information roughly from the factory owner or some knowledgeable person. However, if the establishment is willing to inform about its turn over, it may be noted
- 3.21 ORCHARDS (ITEM 3.4):** All orchards may be taken into account and recorded accordingly.
- 3.22 FOREST AREA (ITEM 3.5):** If there is any declared forest area in the village, it may be recorded as code-1.
- 3.23 PERCENTAGE OF HOUSEHOLDS HAVING ACCESS TO SAFE DRINKING WATER (ITEM 3.6):** If drinking water facility is available from the following four sources viz, a) tap, b) tube well / hand pump, c) well, d) reserved tank (for drinking purpose only) then available water is termed as safe drinking water. The percentage of households having access to safe drinking water may be recorded.
- 3.24 HOUSE INFRASTRUCTURE (ITEM 3.7):** Percentage of Katcha, semi pucca and pucca houses in the village is to be recorded.
- 3.25 LATRINE (ITEM 3.8):** Any type of latrine will be considered under this item. Here 'Individual' means, if latrine is used exclusively by one household. If more than one households are using one latrine it is shared. The percentage of individual and shared latrine is to be recorded under (a) and (b) separately.

#### **BLOCK 4 DISTANCE FROM THE NEAREST FACILITY:**

- 3.26 POSSIBLE SOURCE:** This block may be recorded in consultation with the panchayat Secretary / Gram sevak

For this block, if the facilities are within the village, '00' may be reported otherwise, distance of the nearest such facilities is to be reported. Distance more than 99 Kms may be recorded as 99.

- 3.27 PANCHYAT HQS (ITEM 4.1), TEHSIL HQS (ITEM 4.2), BUS STOP (ITEM 4.3):** Source code may be given as explained at the end of this chapter.

- 3.28 METALLED ROAD (ITEM 4.4), ALL WEATHER ROADS (ITEM 4.5):** If it passes through the village, "00" may be recorded. Otherwise distance is to be recorded.
- 3.29 SCHOOLS (ITEM 4.6 TO ITEM 4.15)** Distance from Government school only to be recorded. Facility i. e. Toilet and Drinking Water by categories indicated in the schedule is to be recorded.
- 3.30 COLLEGE WITH DEGREE COURSES (ITEM 4.16):** The distance of the institution providing degree courses with a minimum of bachelor degree recognized by a university or equivalent or institution providing diploma equivalent to degree, is to be recorded. If the facilities are within the village "00" may be reported. Otherwise, the distance of the nearest such facility is to be recorded.
- 3.31 COLLEGE WITH MASTER DEGREE/ UNIVERSITY (ITEM 4.17):** The distance of the institution offering master degree courses at least in one subject, is to be recorded. If the college/ university is within the village, "00" may be reported. Otherwise, the distance of the nearest such facilities is to be recorded.
- 3.32 INDUSTRIAL TRAINING (ITI), NON FORMAL EDUCATION CENTRE(NFEC),VETERINARY SUB-CENTRE/DISPENSARY/COMMUNITY HEALTH CENTRE/ GOVERNMENT HOSPITAL, SUB CENTRE, MEDICINE SHOP, POST OFFICE(ITEM 4.18 TO ITEM 4.29):** If the facility is within the village "00" may be reported. Otherwise, the distance of the nearest such facilities is to be reported.
- 3.33 BANK (ITEM 4.30):** All Nationalised Bank, all Cooperative Banks and all recognized Bank by RBI (Like ICICI), all Foreign Bank (like Duetche Bank, HSBC) may be considered. If the branch is within the village,"00" may be reported. Otherwise, the distance of the nearest branch of any of the banks from the village is to be recorded.
- 3.34 FAIR PRICE SHOP, WEEKLY MARKET, FERTILIZER/PESTICIDE SHOP (ITEM 4.31.TO 4.33):** If the facility is within the village, "00"may be reported. Otherwise, the distance of the nearest facility from the village is to be reported.
- 3.35 INTERNET (PHYSICAL) FACILITY (ITEM 4.34):** If at least one household is having internet facility, distance is to be recorded as '00'. However, if no household is having internet facility, then distance of the nearest commercial place with internet facility / cyber café is to be recorded. In other words, if in the next village, a household is having the facility for individual use, which is not to be considered.

**3.36** PCO, SPECIAL SCHOOL FOR BLIND ,SPECIAL SCHOOL FOR MENTALLY RETARDED ,VOCATIONAL SCHOOLS, INSTITUTION / ORGANIZATION FOR REHABILITATION OF DISABLED PERSONS , RAILWAY STATION, AIRPORT, DISTRICT HQS, STATE CAPITAL, POLICE STATION /BEAT OFFICE/ OUT POST, ANGANWARI-NOON MEAL CENTRE , COOPERATIVE SOCIETY , COMMUNITY CENTRE, RECREATIONAL AREA , PUBLIC LIBRARY (ITEM 4.35 TO ITEM 4.49): If the facility is within the village, '00' may be reported. Otherwise, the distance of the nearest facility from the village is to be recorded.

## **BLOCK 5. DEMOGRAPHIC INFORMATION:**

**3.37** POSSIBLE SOURCE: This block may be recorded from the records available within the village / gram panchayat or in consultation with the panchayat Secretary / Gram sevak .

**3.38** POPULATION IN DIFFERENT AGE GROUP, HOUSE HOLDS- SOCIAL GROUPS (ITEM 5.1 TO ITEM 5.4): Number of persons and households are to be recorded. Census figures may be consulted.

**3.39** SOCIAL GROUP (ITEM 5.3 TO ITEM 5.4): Number of persons belonging to any notified state list of schedule caste or tribe or OBC is to be recorded in the respective category.

**3.40** BPL HOUSE HOLDS-SOCIAL GROUPS (ITEM 5.5): The persons identified belonging to BPL families as per the list available with Panchyat/ BDO or persons issue BPL card may be recorded.

### **ITEM NO. 5.6 TO 5.13**

**3.41** POSSIBLE SOURCE: These items may be recorded with the help of the ANM/Health worker. If he/she is not in a position to provide the information the block may be recorded from, local Doctor, Dhai, ASHA etc.

**3.42** LIVE BIRTH (ITEM 5.6): The number of children born alive during the reference year is to be recorded by sex. This includes those children who died subsequently during the reference period.

**3.43** STILL BIRTH (ITEM 5.7): The number of children born dead is to be recorded by sex. This excludes still birth cases.

**3.44** DEATHS (BELOW AGE 1 YEAR) (ITEM 5.8): The number of deaths of children aged less than one year is to be recorded by sex.

- 3.45 OTHER DEATHS (AFTER COMPLETION OF FIRST BIRTH DAY (ITEM 5.9 & ITEM 5.10):** The number of deaths in different age groups is to be recorded by sex.
- 3.46 NO. OF DEATHS OF WOMEN (AGE GROUPS :15-49 YEARS) AT THE TIME OF CHILD BIRTH (ITEM 5.11):** The number of deaths of women who have died during delivery or child birth or related cases during the reference period is to be recorded.
- 3.47 NO. OF PREGNANT WOMEN (INCLUDING PREGNANCY DURING PART OF THE MONTH) (ITEM 5.12):** The number of women who were pregnant and not terminated by qualified Medical Practitioner during the reference period is to be recorded.
- 3.48 MTP CASES (ITEM 5.13):** The number of pregnant women who get their pregnancy terminated by qualified Medical practitioner during the reference period is to be recorded.

## **BLOCK 6 MORBIDITY, DISABILITY AND FAMILY PLANNING.**

- 3.49 POSSIBLE SOURCE:** This block may preferably be recorded with the help of ANM/ Health worker (F/M). If he/she is not in a position to provide necessary information the same be recorded from, local Doctor, ASHA, etc.
- 3.50 CHRONIC DISEASE, SEASONAL DISEASE (ITEM 6.1 AND ITEM 6.2)** The names of three common Chronic and Seasonal diseases according to descending order of prevalence in the village may be recorded. Local name of the disease, if the English names of those diseases are not known, is to be recorded. The local name of the disease may be encircled and corresponding English word may be written by the supervisor. A exemplary list of chronic and seasonal diseases is stated at 2.53.
- 3.51 VISUAL DISABILITY (ITEM 6.3) :** Visually disabled persons include (a) those who do not have any light perception –both eyes taken together and (b) those who has light perception but cannot correctly count fingers of hand (with spectacles/ contact lenses if he/ she uses spectacles/ contact lenses) from a distance of 3 meters (or 10 feet) in good day light with both eyes open . Night blindness is not considered as visual disability. Number of visually disabled persons, separately for male and female is to be recorded.
- 3.52 HEARING DISABILITY (ITEM 6.4):** Hearing disability is judged without taking into consideration the use of hearing aids (i.e. the position for the person when hearing aid was not used). Number of hearing disabled persons, separately for male and female is to be recorded.

- 3.53 SPEECH DISABILITY (ITEM 6.5):** Number of speech disabled persons, separately for male and female is to be recorded.
- 3.54 LOCOMOTOR (ORTHOPEDIC) DISABILITY (ITEM 6.6):** This refers to a person with – (a) loss or lack of normal ability to execute distinctive activities associated with the movement of self and objects from place to place and (b) physical deformities , other than those involving the hand or leg or both, regardless of whether the same caused loss or lack of normal movement of body . Number of locomotors disabled persons, separately for male and female is to be recorded.
- 3.55 MENTAL DISABILITY (ITEM 6.7)** This refers to a person’s condition of arrested or incomplete development of mind, which is specially characterized by sub-normality of intelligence .Persons who had difficulty in understanding routine instructions, who could not carry out their activities like others of similar age or exhibited behaviors like taking to self, laughing / crying, staring, violence, fear and suspicion without reason may be considered as mentally disabled. Number of mentally disabled persons, separately for male and female is to be recorded. Item no 6.8 to 6.10
- 3.56 POSSIBLE SOURCE:** These items may be recorded with the help of the ANM / Health worker. If he/ she is not in a position to provide the information the block may be recorded from, local Doctor .If sub-centre/PHC/hospitals are situated within the village , these data should be collected from the SC/ PHC/ hospital register .
- 3.57 MARRIED PERSONS (ITEM 6.8 & ITEM 6.9):** Number of married persons living in the village belonging to different age group is to be recorded by sex.
- 3.58 COUPLES USING ANY TYPE OF FAMILY PLANNING METHOD (ITEM 6.10):** Number of couples with wife aged 15-49 year, using an modern family planning method is to be recorded. These method include sterilization, use of IUD, Contraceptive, pills, condom, loop etc.

## **BLOCK-7: HEALTH MANPOWER**

- 3.59 SOURCE:** This block may preferably be recorded with the help of ANM/ Health worker (F/M). If he/she ids not in a position to provide necessary information the same be recorded from local doctor, ASHA etc.
- 3.60 DOCTOR, TRAINED NURSE/ COMPOUNDER (ITEM 7.1 TO ITEM 7.6) :** No of doctors and other medical personnel, separately for male and female for Government and non-Government facilities is to be recorded for different systems.

## **BLOCK-8 EDUCATION:**

- 3.61: POSSIBLE SOURCE:** This block may be recorded with the help of a school teacher and school records.
- 3.62: LITERATE (ITEM 8.1 TO ITEM 8.4):** A person is considered literate if he/she can read and write a simple message in atleast one language with understanding.
- 3.63: STUDENT (ITEM 8.5 TO ITEM 8.23):** Student is a person enrolled and studying in an educational programme.
- 3.64 SOCIAL GROUPS (ITEM 8.1 TO 8.4):** This information is to be recorded as per para 3.39.
- 3.65 ENTRY/ ENROLMENT (ITEM 8.5, 8.10 AND ITEM 8.19):** Number of students enrolled in a given grade/ class or level of education on a specific point of time, regardless of age. Number of students enrolled as on 30<sup>th</sup> September pf the previous year are to be recorded.
- 3.66 ATTENDING SCHOOL (ITEM 8.6, ITEM 8.11, ITEM 8.15 AND ITEM 8.20):** The student who has attended the school any number of school days and appeared in final examination.
- 3.67 NUMBER OF NEW ENTRANTS/ FRESH ENTRY(ITEM 8.7. ITEM 8.12, ITEM 8.16 AND 8.21):** The student who have been admitted into the school in any given grade/ class or level of education during the academic year.
- 3.68 DIS - CONTINUATION OF STUDIES (ITEM 8.8, ITEM 8.13, ITEM 8.17 AND ITEM 8.22) :** The number of students remained absent at a stretch of 6 months or more from the school and also did not appear in the final examination.
- 3.69 REASONS FOR DISCONTINUATION OF STUDIES ( ITEM 8.9, ITEM 8.14, ITEM 8.18 AND ITEM 8.23):**Majority criteria may be adopted. For example, if three students discontinued due ill health, two students discontinued due to shifting their residences, and seven students discontinued because of financial compulsion, then code- 1 is to be given (economic reason).
- 3.70 NEVER ENROLLED ( 5.21):** Out- of – school children/ never enrolled are those children in the official school- age group who are not enrolled in any school or any other alternative schooling facilities available, like Education Guarantee Scheme, back to school campus etc.

**3.71 REFERENCE DATE (ITEM 8.5 TO ITEM 8.21):** Reference date for educational data is 30th September of the academic year.

**3.72 THIS BLOCK (ITEM 8.1 TO ITEM 8.4) MAY BE RECONCILED WITH BLOCK 5(5.1 AND ITEM5.2).**

## **BLOCK 9; LAND UTILIZATION**

**3.73 DEFINITIONS;** Definitions are taken as per nine-fold classification adopted by Directorate of Economics & Statistics, Ministry of Agriculture.

**3.74 POSSIBLE SOURCE;** This block may be recorded with the help of Patwari / Mandal from the records available with him.

**3.75 UNITS;** In this block the unit of land is hectare and value is to be recorded up to two decimal points. In the field, the information may be in local units, it may be filled up in pencil and only after converting into hectare the exact figure is to be filled in by pen.

**3.76 GENERAL (ITEM 9.1 TO ITEM 9.2):** One should keep in mind that, figures under 9.1 should be always greater than or equal to figures under 9.2.

**3.77 FOREST AREA ( ITEM 9.3):** This includes all land classified either as forest under any legal enactment, or administered as forest, whether State- owned or private, and whether wooded or maintained as potential forest land. The area of crops raised in the forest and grazing lands or areas open for grazing within the forest remain included "forest area:"

**3.78 BARREN AND UNCULTIVABLE LAND ( ITEM 9.4):** This includes all land covered by mountains , deserts, etc. Land which cannot be brought under cultivation except at end exorbitant cost is classified as uncultivable whether such land is in isolated blocks or within cultivated holdings.

**3.79 LAND UNDER NON-AGRICULTURAL USES ( ITEM 9.5):** This includes all land occupied by buildings, roads and railways or under water e.g. rivers and canals, and other land put to uses other than agriculture.

**3.80 NOT AVAILABLE FOR CULTIVATION ITEM 9.6):** It is the area arrived at by deducting the total cultivated area from the total reported area..

- 3.81 LAND UNDER MISCELLANEOUS TREE CROPS ETC. (ITEM 9.7)** This includes all cultivable land which is not included in “Net area sown” but is put to some agricultural uses. Land under casuring trees, thatching grasses , bamboo bushes and other groves for fuel etc, which are not included under ‘Orchards’ are classified under this category.
- 3.82 PASTURES AND GRAZING LAND (ITEM 9.8).** This includes all grazing land whether it is permanent pasture and meadows or not. Village common grazing land is included under this heading.
- 3.83 CULTIVABLE WASTE (9.9).** This includes land available for cultivation whether taken up or not taken up for cultivation once, but not cultivated during the last five years or more in succession including the current year for some reason or the other. Such land may be either fallow or covered with shrubs and jungles which are not put to any use. They may be accessible or un accessible and may lie in isolated blocks or within cultivated holdings.
- 3.84 CURRENT FALLOW (9.10).** This represents cropped area which is kept fallow during the current year.
- 3.85 FALLOW LAND OTHER THAN CURRENT FALLOW (9.11).** This includes all land which was taken up for cultivation but is temporally out of cultivation for a period of not less than one year and not more than five year.
- 3.86 NET AREA SOWN (9.12).** This represents the total area sown with crops and orchards. Area sown more than once in the same year is counted only once.

**The above definition was elaborated as follows:-**

The net area sown was defined as the difference between the total geographical area of all plots of land of the holding and the sum of the areas of land under (1) Forest, (2) Barren and un cultivable wastes (3) Put to non agricultural uses, (4) Cultivable west , (5) Permanent pastures and other grazing land, (6) Miscellaneous tree crops excluding orchards and (7) All type of fallow land [9.1-(9.3+9.4+9.5+9.7+9.8+9.9+9.10+9.11)]

- 3.87 AREA SOWN MORE THAN ONCE (ITEM 9.13) :** Self explanatory.
- 3.88 TOTAL CROPPED AREA (ITEM 9.14 ) :**This represents the total area sown once and / or more than once in a particular years i.e. the area is counted as many times as there are sowings in a year. The total area is known as gross cropped area.

- 3.89 AND UNDER STILL WATER (ITEM 9.15):** the land under still water is broadly the land occupied by water bodies including nature made deeps in which water stands still for most part of the period. This is the land on which there is no vegetative growth of any kind.
- 3.90 SOCIAL FORESTRY (ITEM 9.16):** the land under social forestry is the land on which the trees are planted with a view to meeting the fuel and the fodder needs of the rural population and to serve the broader goals of soil conservation and of provision of shed / shelter for crops.
- 3.91 MARSHY LAND (ITEM 9.17) / WATER LOGGED LAND:** Water logged land is the land where water is at / near the surface and stands for most part of the year. It is generally found in low lying areas and it excludes lakes, ponds and tanks. Natural water bodies are known as marshy land. These water bodies are under water throughout the year and not cultivable and it excludes Lakes, ponds and tanks.
- 3.92 GOVERNMENT CANALS, WELLS, TUBE WELLS, TANKS, MICRO IRRIGATION (ITEM 9.18 TO ITEM 9.21)**  
Self explanatory.
- 3.93 OTHER SOURCE (ITEM 9.22):** This may include some local irrigation system which can not be classified from item no. 9.18 to 9.21.
- 3.94 TOTAL AREA IRRIGATED (ITEM 9.23):** It is the total area under crops, irrigated once and/ or more than once in a year. It is counted as many times as the number of times the areas are cropped and irrigated in a year.
- 3.95 OPERATIONAL HOLDING (ITEM 9.24 TO ITEM 9.27):**Operational holdings is the agricultural management unit with or without own land. These are classified as marginal (Less than one Hectare), small (Between 1-4 Hectares), medium (4-10 Hectares) and large (10 and above Hectares).
- 3.96 RIVER LENGTH (ITEM 9.28) :** Here river length means the effective length of the river in the revenue village. It does not mean the actual length of the river.
- 3.97 WATER BODIES (ITEM 9.29):** This includes man made and natural water bodies which are normally under water through out the year and cultivable.
- 3.98 MINES (ITEM 9.30):** Here mines means both open caste and under cast mines are to be considered Government authorized quarry also may be considered.

## **BLOCK 10: LIVE STOCK AND POULTRY**

**3.99 SOURCE :** This block may be recorded from the records available with the village/Gram Panchayat or in consultation with the Panchyat Secretary/Gramsevak. Number of animals under different categories is to be recorded.

## **BLOCK 11: NUMBER OF STORAGE AND MARKETING OUTLETS**

**3.100 SOURCE:** This block may be recorded from the records available with the village /gram panchayat or in consultation with the Panchayat Secretary / Gramsevak.

**3.101 FAIR PRICE SHOP (ITEM 11.1):** The shops through which some essential commodities are sold by the government subsidised rates. They may also be known as ration shops and control shops. Number of such shops in the village is to be recorded.

**3.102 MANDIS/ REGULAR MARKET (ITEM11.2):** Mandis and regular markets are those clusters of shops with or without fixed premises which are open on at least six days a week and opens at least from morning hours to dusk. Hat and weekly markets are not to be considered under this head. Number of Mandis and regular markets in the village is to be recorded.

**3.103 COLD STORAGE (ITEM 11.3):** Godowns / ware- houses with artificial cooling systems are known as cold storage. Both private and Government and Government Undertakings are to be recorded. However, those warehouse which are purely personal or constructed by some Private Limited Company for their use, that not to be recorded. If, a portion of the cold storage is kept for private use and rest is for public on rent basis, then that cold storage may be considered. Number of cold storage in the village is to be recorded.

**3.104 GODOWN, WAREHOUSING FACILITY, OTHER SHOPS.(ITEM 11.4 & ITEM 11.5)** Self Explanatory. The numbers are to be recorded.

## **BLOCK 12: EMPLOYMENT STATUS:**

**3.105 SOURCE:** This block may be recorded from the records available with the village/ gram panchayat or in consultation with the Panchayat Secretary/ gramsevak.

**3.106 SELF-EMPLOYED: (ITEM 12.1 & ITEM 12.2):** 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.

- 3.107 SELF EMPLOYED IN AGRICULTURE (ITEM 12.1) :** Number of persons self employed in agriculture, dairying, animal husbandry and related activities is to be recorded here .
- 3.108 SELF EMPLOYED IN NON- AGRICULTUR (ITEM 12.2):** Number of persons self employed in non-agriculture is to be recorded here.
- 3.109 EMPLOYEE (ITEM 12.3& ITEM 12.4):** Persons working in others farm or non- farm enterprises (both household and non-household) and getting salary or wages in return, are the employees. Number of employee is to be recorded here
- 3.110 RURAL LABOUR (ITEM 12.5)** Persons doing manual labour work 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 .
- 3.111 EMPLOYED (ITEM 12.3 & ITEM 12.4):** A person is employed if he/ she is available for work for six months or more in a year and employed for three months or more. Number of employed should be recorded.
- 3.112 UNEMPLOYED (ITEM 12.6):** A person is unemployed if he / she is available for work for six months or more in a year and not employed for three months or more. Number of unemployed should be recorded.
- 3.113 UNEMPLOYED BETWEEN AGE 15-24(ITEM 12.7):** Number of person who are unemployed and are in the age group of 15-24, is to be recorded here.
- 3.114 NOT IN LABOUR FORCE (ITEM 12.8):** A person (Aged 15 years or more) is not in labour force if he/she is not available for work for at least six months in a year. Number of persons not in labour force should be recorded here.
- 3.115 ITEM 12.7** may be reconciled item 5.1 and item 5.2 and item 8.3 and item 8.4.

### **BLOCK 13 : MIGRATION**

- 3.116 SOURCE:** This block may be recorded from the records available with the village / grampanchayat in consultation with the Panchayat Secretary/ Gramsevak.

**3.117 OUT MIGRATION :( ITEM 13.1 & ITEM 13.2):** Number of persons who were residents of the village but are not residing in the village for last six months or more from the date of reference are to be recorded. However , the visit of married woman( staying sometimes more than six months) to their parents house for child birth or for any other reason are not to be considered .Again , movement from one locality to another within the same town or village is not to be considered .

**3.118 IN MIGRATION (ITEM 13.3 & ITEM 13.4)** Number of persons who were residents of other village but are residing in the village for last six months or more from the date of reference are to be recorded. However , the visit of married women (staying sometimes more than six months) to their parents house in the reported village for child birth or for any other reason are not to be considered .Again , movement from one locality to another within the same town or village is not to be considered .

#### **BLOCK 14 : OTHER SOCIAL INDICATORS :**

**3.119 SOURCE:** this block may be recorded from the records available with the village / gram panchayat or in consultation with the Panchayat Secretary / Gram sevak .

**3.120 STREET CHILDREN ( ITEM 14.1) :** Number of children (those children who were homeless , away from formal education and may or may not indulge antisocial activities) is to be recorded .

**3.121 SEX WORKER (ITEM 14.2):** Number of persons , who offers his/ her body to a customer against payment , cash or kind for sexual activities , is to be recorded .

**3.122 BEGGARS (ITEM 14.3):** Number of persons who do not show any interest for gainful activity even if offered and depend solely on begging for daily needs, is to be recorded.

**3.123 JUVENILE DELINQUENT (ITEM 14.4):** Number of those kids (boys below 16 years and girls below 18) indulging cognizable offence is to be recorded.

**3.124 DRUG ADDICT (ITEM 14.5):** Number of persons who are habitual user of drugs such as opium , ganja , hashis , brown sugar , cocaine , bhang etc for intoxication s excluding normal drunkard , is to be recorded .

**3.125 CHILD WORKER (ITEM 14.6):** Number of children (less than 14 years) engaged in household work, manufacturing activities and any other activities for economic gains, is to be recorded.

## **BLOCK 15 : INDUSTRIES AND BUSINESS**

**3.126 SOURCE:** This block may be recorded from the records available with the village / gram panchayat or in consultation with the panchayat Secretary / Gram sevak. In this block only small scale enterprises are to be included.

**3.127 ENTERPRISE ( ITEM 15.1 TO ITEM 26.47):** An enterprise is an undertaking which is engaged in the production and/or distribution of some goods and/or services meant mainly for the purpose of sale, whether fully or partly. An enterprise may be owned and operated by a single household or by several households jointly. Or by an institutional body. For example: Tailoring, tea stall, restaurant, sweet meat shop etc.

**3.128 OWN ACCOUNT ENTERPRISES (OAE) (ITEM 15.1 TO ITEM 26.47):** An own account enterprise is an undertaking run by household labour, usually without any hired worker employed on a “fairly regular basis”. By “fairly regular basis” it is meant that employment was for the major part of the period of operation(s) of the enterprise during the last 365 days.

## **BLOCK 16: INFORMATION ON FATALITY DUE TO DISASTERS:**

**3.129** In this block, space given for recording Maximum of five disasters and deaths due to those disasters. If, however, no death is reported, name of disasters should not be recorded.



### **SOURCE CODES:**

- a) Panchayat-01
- b) Aganwari worker-02
- c) Health worker (ANM/FHW/MHW/ etc.)—03
- d) Patwari ( Land Records) -04
- e) Village Headman—05
- f) Local School—06
- g) Local Doctor—07
- h) PHC/Sub-centre/Hospital—08
- i) Knowledgeable person/ Others(Female—09, Male—10)