

CENSUS OF INDIA
1981

SERIES—27

DADRA & NAGAR HAVELI

PART II-A
GENERAL POPULATION TABLES
AND
PART II-B
PRIMARY CENSUS ABSTRACT

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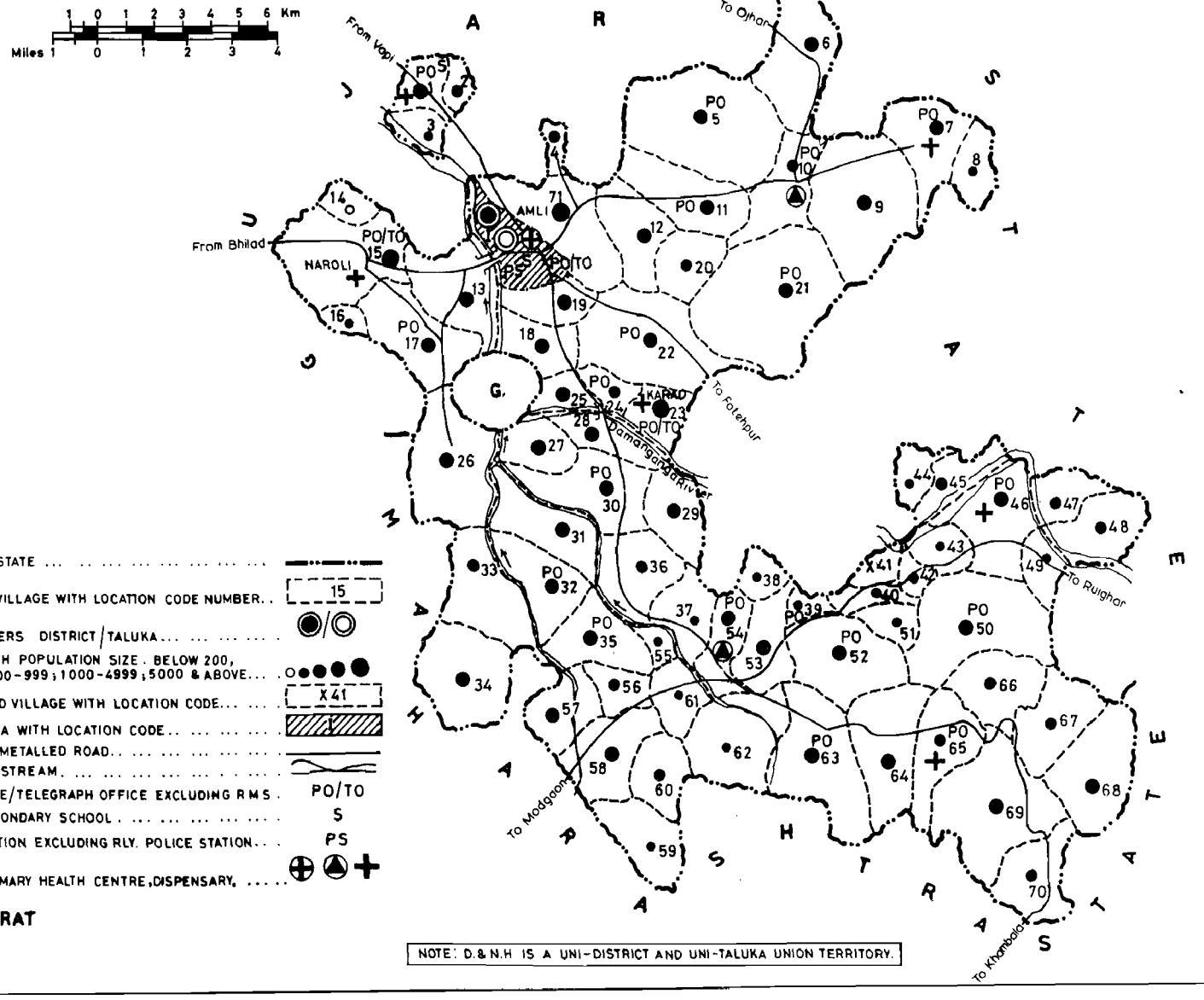
Goa, Daman & Diu and
Dadra & Nagar Haveli

MAP OF DADRA & NAGAR HAVELI

DADRA & NAGAR HAVELI



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ALPHABETICAL LIST OF VILLAGES OF DADRA & NAGAR HAVELI

Name of the Village	Location Code No.
1	2
Ambabari	43
Amboli	35
Amli	71
Apti	33
Athal	13
Athola	12
Bedpa	68
Bensda	67
Bildhari	48
Bindrabin	55
Bonta	9
Chauda	61
Chikhali	31
Chinchpada	27
Chinsda	64
Dadra	1
Dapada	30
Demani	2
Dhapsa	14
Dolara	59
Dudhani	46
Falandi	20
Galonda	11
Ghodbari	49
Goratpada	39
Gunsa	47
Jamalpada	44
Kala	56
Kanadi	16
Karachgam	57
Karad	23
Karchond	50
Kauncha	45
Khadoli	36
Khanvel	54
Kharadpada	17
Khedpa	70
Kherarbari	51
Kherdi	58
Khutali	53
Kilavani	10
Kothar	41
Kudacha	25
Luhari	26
Mandoni	65
Masat	18
Medha	42
Morkhal	6
Mota-Randha	7
Nana-Randha	8
Naroli	15
Parzai	60
Pati	29
Rakholi	24
Rudana	63
Saily	22
Samarvarni	19
Shelti	52
Sili	5
Silvassa	1
Sindoni	69
Surangi	32
Talavali	62
Tighra	3
Tinoda	37
Umarkui	21
Umbervarni	38
Vaghchauda	40
Vaghchhipa	4
Vansda	66
Vasona	28
Velugam	34

1981 CENSUS PUBLICATIONS OF DADRA & NAGAR HAVELI

(All the Census publications of this Union Territory will bear Series No. 27).

Central Government Publications.

Part No.	Subject	Sub-part No.	Title
Part I	*Administration Report (For official use only)*	Part I. A	Administration Reports—Enumeration.
		Part I. B	Administration Reports—Tabulation.
Part II	*General Population Tables*	Part II. A	General Population Tables A—Series.
		Part II. B	Primary Census Abstract.
Part III	*General Economic Tables*	Part III. A	B—Series Tables of first priority (Tables B-1 to B-10)
		Part III. B	B—Series Tables of second priority. Tables B-11 to B-12)
Part IV	*Social and Cultural Tables*	Part IV. A	C—Series Tables of first priority. (Tables C-1 to C-6).
		Part IV. B	C—Series Tables of second priority. (Tables C-7 to C-10).
Part V	*Migration Tables*	Part V. A	D—Series Tables of firts priority. (Tables D-1 to D-4).
		Part V. B	D—Series Tables of second priority. (Tables D-5 to D-13).
Part VI	*Fertility Tables*	Part VI. A	F—Series Tables of first priority. (Tables F-1 to F-19).
		Part VI. B	F—Series Tables of second priority. (Tables F-20 to F-28).
Part VII	*Tables on Houses and Disabled Population.*	..	H—Series Tables.
Part VIII	*Household Tables*	Part VIII. A	HH—Series Tables (excluding tables HH-17, HH-17 SC & HH-17 ST on tenancy).
		Part VIII. B	HH—Series Tables HH—17, HH—17 SC & HH—17 ST on tenancy).
		Part VIII. C	Report on households.
Part IX	*Special tables on Scheduled Castes and Scheduled Tribes.*	..	SC and ST—series Tables.
Part X	*Town Directory, Survey Reports on Town and Village.*	Part X. A	Town Directory.
		Part X. B	Survey Reports on selected towns.
		Part X. C	Survey Reports on selected villages.
Part XI	*Ethnographic Notes and special studies on scheduled castes and scheduled tribes.*	..	..
Part XII	*Census Atlas Volume*	..	..
	Publications of the Administration of Dadra & Nagar Haveli.		
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PREFACE

This publication presents the basic demographic data of the 1981 Census conducted during the period from 9th to 28th February, 1981 with the sunrise of 1st March, 1981 as the reference date. This is a combined volume consisting of Part II-A General Population Tables and Part II-B Primary Census Abstract.

A brief account of the organisation and conduct of the 1981 Census Operations is given in the introductory note of Part II-A. It also presents the basic population tables A.1 to A.4 prepared on full count basis providing important statistics such as area, density, number of residential houses, households and population by sex, decadal variation in population, villages classified by population size, towns classified by population size down to the taluka/town level. Each table is preceded by a fly-leaf to help the reader appreciate the importance of the data presented therein.

Part II.B presents the Primary Census Abstract (PCA) which is the basic census table prepared on a full count basis indicating the socio-economic characteristics of the population of the territory. It presents the data in respect of the area, number of occupied residential houses, households and population by sex, the population of Scheduled Castes/Tribes, literates, main workers classified under four broad industrial categories, marginal workers and non-workers by sex down to the taluka/town level.

Besides the Primary Census Abstract for the total population, it is for the first time that a special PCA for the Scheduled Castes/Tribes population was prepared on a full count basis and the same has also been included in this part. These data will certainly be of use to the planners in formulating the development plans of this territory.

The data presented in this combined volume are the results of the huge task performed by a large number of dedicated and devoted enumerators and supervisors. Performance of such a gigantic task could be accomplished only because of the unstinted cooperation extended by the people and the Administration of the Union Territory of Dadra & Nagar Haveli. I do feel obliged to the people and the Administration.

I have no hesitation in bringing on record the all-out and selfless efforts put in by each and every member in my office in the smooth conduct of the 1981 Census.

The present volume is the product of the sincere and hard labour put in by S/Shri S. Rajendran, Dy. Director of Census Operations and S. P. Desai, Asstt. Director of Census Operations who were ably assisted by Mrs. M. F. Saldanha and Mrs. Meera Chimbolkar, Statistical Assistants. Typing of this report was done by Mrs. F. Pereira, Jr. Steno and Shri S. R. Arlekar, L.D.C.

I wish to express my gratitude to Shri P. Padmanabha, I.A.S., Registrar General, India, for his valuable guidance in preparing this report.

I am also thankful to the Manager and Staff of the Government of India Printing Press, Nasik, for printing this volume.

PANAJI.
August, 1983.

S. K. GANDHE
Director of Census Operations,
Goa, Daman & Diu
and
Dadra & Nagar Haveli.

PART II-A
GENERAL POPULATION TABLES

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INTRODUCTION

The 1981 Census Count

The 1981 population census was the twelfth decennial census taken in the country. In the case of Dadra & Nagar Haveli which was under the Portuguese rule till 1954 and thus had a different type of administration, the tradition of census taking dates back to as early as 1850 when the then Portuguese government made a first organised attempt to hold a population count. However, for the next fifty years, there was no periodic regularity of the census, and a population count was ordered as and when need was felt by the rulers. It was only from 1900 onwards that the Portuguese administration followed the practice of conducting a population census once in ten years. The last decennial census of the Portuguese administration was held in December, 1950.

After this territory was liberated in 1954 the free Nagar Haveli Administration did make an attempt to take the census in 1960 and they actually canvassed the schedules but nothing further was done to tabulate the data and the entire operation remained a mere exercise in census taking. When the territory became nationally united on 11th August, 1961, the tenth decennial census in the Indian Union had just concluded with 1st March, 1961, as the reference date, and tabulation of data was in progress in the regional offices all over the country. The Census Commission felt that if they did not take a fresh count in this territory, the rich census data would not be available for this territory during the whole decade. The Registrar General, India, therefore, decided to take a census in this territory. No sooner did the new administration settle down to work, then the Registrar General, India, paid a visit to the territory and explored the possibilities of holding a census as early as it could be feasible. He consulted the local Administration and impressed upon the local Administrator the need for taking a fresh census in the Territory on the lines of the operations concluded in the entire country in March, 1961. Thus, the first census on the Indian pattern of census taking was held on 1st March, 1962 in Dadra & Nagar Haveli. The present census (of 1981), in that sense, becomes the third in the series of censuses on the all-India pattern.

The present census was conducted with the sunrise of 1st March, 1981, as its reference time and date. The census enumeration commenced on 9th February, 1981 and was completed on 28th February, 1981. The houseless population was enumerated on the night of 28th February, 1981. A revisional round was held from 1st to 5th March, 1981.

Preparatory Measures

Preparatory work for the 1981 Census commenced in this territory almost three years in advance i.e. from the year 1978. The conduct of a population census involves a large number of administrative and technical operations, each and every one of which must be properly planned and efficiently executed. One of the primary and essential requirements for conducting the decennial population census was to clearly identify the administrative units for which the data would be collected, compiled and presented. The lowest administrative unit for which the data are to be presented was the revenue village in rural areas and the ward of a town in urban areas. For this purpose, uptodate lists of revenue villages and towns were obtained from the Dadra & Nagar Haveli Administration. These lists were compared with the corresponding lists of the 1971 census and were then forwarded to the district Collector and the taluka Mamlatdar for their confirmation. To ensure a complete coverage of the villages and town, the list of hamlets or "wadas" of the revenue villages was also prepared in consultation with the Administration. Detailed maps of the district/taluka and town were collected from the concerned officials in order to identify the boundaries of the respective unit of administration. Moreover the taluka mamlatdar was consulted while identifying the boundaries of the villages and town.

Freezing of Boundaries of Admnistratve Units

Once the lists of villages and towns were finalised, it was necessary to determine the number of census "blocks" within the frame-work of the administrative units. A census block comprised of a unit of habitation of approximately 150 households (or 750 population) in rural areas and of 120 households (or 600 population) in urban areas. However, before the process of formation of the blocks started, it was necessary to ensure that no changes in the jurisdiction of any administrative units were effected till the count of population was over. The Ministry of Home Affairs wrote to all the State/Union Territory governments to ensure that no changes whatsoever were made in the boundaries of these units during the period from 1st January, 1980, to 30th June, 1981. In this connection, the Administration of Dadra & Nagar Haveli, vide letter No. ADM/RD/GNL/3252 dated nil, July, 1979, informed that due to the Damanganga Reservoir Project which was in progress in the territory, 14 villages were likely to be affected by submergence partly or wholly.

Permanent Housenumbering Scheme

The permanent housenumbering scheme was introduced in this territory before the 1971 Census. Metallic housenumber plates were fixed in all the 72

villages of the territory by the Administration of Dadra & Nagar Haveli. However, the numbering system was found to be somewhat deffiicent. In order to remove those deficiencies, it was decided to update the whole system through the Village Panchayats before the commencement of the 'First Phase' of the 1981 Census, i. e. Housenumbering and Houselisting. An intensive training for this purpose was imparted to all the Panchayat Secretaries in May, 1979. A fresh houselist under the permanent housenumbering scheme was prepared and on that basis the updating of house numbering was done. This work was completed by the end of 1979.

Formation of Enumeration Blocks

Once all the houses (residential as well as non-residential) were given clearly identifiable numbers, the formation of enumeration blocks for the house-listing operations was an easy task. In the urban areas ward-wise maps were prepared and all the houses were shown on the maps and numbered in a systematic order for the purpose of formation of blocks. For the rural areas, maps were prepared for the villages first, and the houses were shown thereon and numbered. In all 159 census blocks were formed in this territory (149 in rural areas and 10 in urban areas), for the first phase of the 1981 Census viz. the Houselisting & Economic Census.

Formation of enumeration blocks for the second Phase i.e. actual enumeration was done on the basis of houselisting population compiled during the first phase. In all 167 second phase blocks were formed in this territory of which 157 were in rural areas and 10 in urban areas. Needless to add that each enumeration block was identified by a separate number called the E. B. number.

Location Code Number

For the purpose of identification of a village/ town, taluka or district, a separate identification number was essential which in census terminology was called a location code number. The location code was a simple device by which every area comprised in any administrative unit in the State could be identified. Each such area could then be referred to, by a combination of such numbers.

The elements of composite location code identifying different levels of administrative units in rural and urban areas were :

Rural : State/District/Taluka/Village/E.B.

Urban : State/District/Town/Ward/E.B.

The location code number of a block in a village in a state/U.T. would have five elements, viz. numericals representing state/U.T., district, taluka, village and block. For example, a code 27/1/1/19(42) would refer to the 42nd block in the 19th village (Samarvarni) in the 1st taluka (Dadra & Nagar Haveli) of the first district (district of Dadra & Nagar Haveli) of the Union Territory of Dadra & Nagar Haveli. Similarly, a code 27/1/I/1(6) would refer to the 6th block in the first ward of the first town (silvsaesa), of the first district (Dadra & Nagar Haveli district) of the Union Teritory of Dadra & Nagar Haveli. In the latter example, the third element representing the town is a Roman number, while in the former example, the village code like that of district and taluka is in Arabic numericals.

Evolving Census Schedules

Preparations for evolving the questionnaires, concepts and procedures for the 1981 census were taken on hand by the Registrar General and Census Commissioner, India, sufficiently in advance. Draft questionnaires were developed on the basis of past experience, current needs and international recommendations and these were presented at the 'First Data Users' conference held at New Delhi from 13th to 15th February, 1978. This conference was attended by the representatives of the Ministries of the Government of India, the State Governments, universities and other expert bodies and research institutions, as well as individual experts and others.

One of the important items of information collected in the census was the economic activity of the people. Invariably, questions on this topic were canvassed in every census. However, the concepts of work and worker had changed in various censuses with the result that the data had become slightly incomparable over decades. In the light of the discussions in the First-Data Users' Conference and taking into consideration the views expressed by the Planning Commission, it was considered desirable to evolve a set of questions which would permit comparison of the results with the 1971 census as well as net all marginal workers, so as to permit a broad comparision of the results with those of the 1961 census too. Hence, an attempt was made to devise suitable questions so as to permit tabulations which would enable us to compare 1971 and 1961 results independently with those arrived at in 1981. It was also decided to collect information in respect of certain items viz. migration and fertility on sample rather than census basis in 1981.

To test out various issues relevant to the concept of workers and judge the reactions in the field under census conditions, a pilot study was organised in the States of Andhra Pradesh, Gujarat, Haryana, Jammu & Kashmir, Karnataka, Kerala, Rajasthan, Uttar Pradesh and West Bengal when the Individual Slips were canvassed in two randomly selected districts between 12th and 18th June, 1978, with the sunrise of 19th June, 1978, as reference date, followed by a revisional round.

Closely following the pilot study, the first 'Pretest' was conducted in all the states and union territories excepting Lakshadweep, Mizoram, Dadra & Nagar Haveli and Pondicherry, by engaging the census staff.

After the pilot study and the first pretest, the second Data Users' conference was held in New Delhi from 21st to 23rd December, 1978, in which detailed discussions were held on the schedules and instructions and a set of second draft schedules was

developed. These draft schedules were then tested in the field during the second pretest which was conducted in the first fortnight of June, 1979. This time it was decided to conduct the field investigations through the agency of state government, i.e. government officials working as teacher, talathi, gramsevak, clerk etc. In other words, the types of personnel who would ultimately function as enumerators for the actual field operations of the 1981 census were deployed for the second pretest. Five rural and five urban blocks in each state/union territory were to be selected for this pretest. However, in respect of the Union Territory of Dadra & Nagar Haveli, 5 blocks were selected in the rural areas only, as there was no urban area in this territory till 1971 Census. The 1971 Census blocks were retained undisturbed for the second pretest. As already decided the services of school teachers/ village level workers were utilised to conduct this pretest. The supervision work was, however, done by the census staff viz. by three Statistical Assistants deputed by the Director of Census Operations, Gujarat.

The pretest was conducted between 1st and 19th June, 1979, with a three day revisional round from 20th to 22nd June, 1979. The reference date was the sunrise of 20th June, 1979. Four schedules, viz. (1) Houselist (2) Household Schedule (Part I & II) (3) Individual Slip (universal and sample) and (4) Degree Holder and Technical Personnel Schedule were canvassed during this pretest.

On the basis of the second pretest the following schedules were finally developed for use in the 1981 census :

1. The Houselist.
2. The Household Schedule (Part I & II).
3. The Individual Slip (both universal and sample).
4. Degree Holder and Technical Personnel Schedule.

The census schedules are reproduced at the end of this volume as Appendix 1. Instructions to Enumerators for filling up the household Schedule and Individual Slip are reproduced as Appendix 2 and the Supervisor's Manual as Appendix 3.

The Houselist

As a prelude to the 1981 census the houselisting operations were conducted between 10th March and 15th April, 1980 in the union territory of Dadra & Nagar Haveli. This was an essential preliminary step to the population count and was in fact designated as the first phase of the census.

Following the 1971 census pattern, a uniform houselist schedule was canvassed this time also. However, this schedule was considerably modified and made simpler in relation to the schedule of the 1971 census. It contained the identification particulars of every house, the use to which it was put, the identification particulars of the household living therein, the name of the head of the household and the number of persons normally living in the household. In addition to this, information regarding the physically handicapped persons was also collected, this being an innovative feature of the 1981 census. The term physically handicaped covered persons totally blind, totally crippled and totally dumb. The 'totally crippled' persons was one who had lost either both of his arms or both of his legs.

Information on housing conditions and facilities and amenities available in the houses which was collected through the houselisting schedule in the 1971 census, was transferred to the household schedule in 1981. Similarly, unlike the 1971 census, no Establishment Schedule was canvassed alongwith the houselist this time, clearly because of the fact that the field operations of the Economic census were integrated with the houselisting operations. A separate enterprise list was canvassed as a part of the Economic Census for which the houselist schedule served as a frame. The information collected through the enterprise list was processed by the Statistical Cell of the Administration of Dadra & Nagar Haveli under the direction of the Central Statistical Organisation of the Govt. of India.

The Household Schedule

The household schedule which was earlier canvassed in the 1962 census, was reintroduced in the 1981 census, with a considerably enlarged scope in order to obtain data regarding housing conditions and some information on basic amenities and facilities available to the houshold. This schedule, canvassed during the second phase (enumeration of population) comprised of two parts. The first part called for information relating to the housing conditions, amenities & facilities, and some particulars of the head of the household, the second part (called the population record) covered some basic information of each member of the household. Thus Part I of the household schedule covered religion of the head of household, whether he belonged to a Scheduled Caste/or a Scheduled Tribe, the language mainly spoken in the household, particulars of ownership of house/site by the household, housing conditions, facilities and amenities available to the household such as drinking water supply, electricity and toilet facilities (in urban areas), number of living rooms in occupation of the household and the number of married couples usually living therein and the size of the household. Besides this, it was also inquired of the household as to whether it cultivated any land and if so, the category of the occupancy right such as owned, rented and owned as well as rented. In the case of rented land, the local name of tenancy was also noted. Part II of the household schedule sought to collect separately for every male and female member of the household, particulars like name, relationship to head, sex, age, marital status, SC/ST if relevant, literacy, worker-status, whether seeking work if not a main worker, etc. Some of the particulars in Part II were in fact transcribed from the Individual Slip.

The Individual Slip

The Individual Slip, a key-schedule of the census, was introduced for the first time at the 1941 census. Prior to that a household form was used for ascertaining particulars of the individuals. In Dadra & Nagar Haveli upto the 1950 census, a 'Family Schedule' was used to collect information about each individual in the family. The Individual Slip, thus, was introduced for the first time in this territory at the 1962 census. The scope of this important schedule has been extended from census to census. In the 1981 census too, the scope of the Individual Slip was extended in such a way that the information provided by it would permit comparability with data from the earlier censuses, and would also meet the current requirements of data.

As the name suggests, this Slip was canvassed for each and every living individual. However, it was for the first time in the history of Indian Census that certain information of individual was collected on a sample basis. For this purpose the Individual Slip was divided into two parts : first part consisting of a set of items which was canvassed universally for every person, while the second part consisting of a set of items that was canvassed only for a 20 percent sample of enumeration blocks in the selected states. The union territories and states where both parts of the Slip were canvassed on a cent-percent basis were Andaman and Nicobar Islands, Arunachal Pradesh, Assam, Chandigarh, Dadra & Nagar Haveli, Delhi, Goa, Daman & Diu, Himachal Pradesh, Jammu and Kashmir, Lakshadweep, Maharashtra, Manipur, Meghalaya, Mizoram, Nagaland, Pondicherry, Sikkim, Tripura and West Bengal. Thus, in Dadra & Nagar Haveli the Individual Slip was canvassed in its entirety for all the living individuals.

The universal part of the Individual Slip contained 16 questions which covered the demographic, social & cultural and economic aspects of the population.

The questions relating to the demographic and socio-cultural aspects were more or less on the pattern of the last census. The economic questions, however, were somewhat different in the 1981 census. The 'work' concept of the 1962 and 1971 censuses, as opposed to the 'income' or 'economic independence' concept of the earlier censuses was adopted in the 1981 census also. But the criterion for classification of persons as workers had been changed. In 1962, a person was qualified as a worker if he had worked regularly during the last season or if he had worked at least for a day in regular (non-seasonal) work during the preceding fortnight. In 1971 census, a person was treated as a worker only if he spent his time mainly in work or if he worked atleast for a day in regular (non-seasonal) work during the preceding week. This classification of persons as workers and non-workers was discarded at the 1981 census and instead, persons were classified as main workers, marginal workers and non-workers. For a main worker, the time criterion of engagement on work for the major part of the year i.e. atleast 183 days, was adopted, while those who worked for some time during the last year but not for the major part, were treated as marginal workers. Those who had never worked during the last year were non-workers. This classification partially permitted a comparability of the 1981 census economic data with that of the 1971 as well as the 1961 censuses. The main workers of the 1981 census could be expected to correspond to the workers of 1971 and the main workers and marginal workers of 1981 together, to correspond to the workers of 1962.

Non-workers and marginal workers were asked to state whether they were seeking/available for work. This question was a new feature of this census.

The sample part of the Individual Slip contained questions on migration and fertility aspects of the population.

Questions on migration followed the same pattern as of the 1971 Individual Slip. Reasons for migration from place of last residence was a new item added in the 191 census. Through fertility questions an attempt was made in 1981 to collect data on total as well as current fertility. In the 1971 census, data in respect of current fertility only was collected.

The Degree Holder and Technical Personnel Schedule

As in 1971, a census of degree holders and technical personnel was taken in 1981 also by canvassing a schedule which was devised by the Council of Scientific and Industrial Research, New Delhi. This schedule was canvassed to every individual who possessed a degree in arts, humanities, science, engineering, technology or medicine, diploma in engineering, technology or in any professional field or a certificate from Industrial Training Institute, irrespective of whether he/she was employed/unemployed, apprentice, trainee, student or retired.

Each schedule contained the location code to identify the area and the household in which a particular person was enumerated. This schedule sought to collect information such as, name along with designation and address, date of birth, sex, marital status, whether scheduled caste/tribe, home state, all academic and professional qualifications, training undergone, post-graduate academic specialisation, professional specialisation/technical skills through experience, present status (i.e. employee/self employed/student/trainee apprentice/retired/unemployed trying for job/not trying for job), duration of present employment if any, name of organisation its main activity, nature of work, year of joining/leaving, total salary at the time of entry and last drawn, and visits abroad for study, training & employment if any undertaken. After filling in these details the respondent was also required to put his signature with date in the space provided for.

This schedule was printed in the shape and size of a 'Business Reply Post Card', self-addressed with postage pre-paid, and was acceptable to the Postal Department. The census enumerator was required to hand over the card to each eligible person in the household with a request to fill it in and return him during his revisional round. If, however, any particular individual in a household had not been able to fill in the schedule till then, he was requested to fill in and post it at the nearest post office. The schedules collected by the enumerators were sent to the Council of Scientific and Industrial Research, New Delhi, for further processing. It may be mentioned that in the 1971 census data collected through a similar schedule were compiled by the Census Organisation and 'G' series tables were prepared and published in Part VII—Special Report on Degree Holders and Technical Personnel.

Copies of the Houselist, Individual Slip and the Household Schedule are reproduced at the end of this report (See appendix 1).

Preparation of Maps

Accurate and up-to-date jurisdictional maps showing the lowest rung of administrative units were an essential pre-requisite for the census to ensure complete coverage and to define precisely the area allotted to the census workers at different levels. With this view in mind, up-to-date map for the district/taluka of Dadra & Nagar Haveli and Silvassa town were obtained from the Administration of Dadra & Nagar Haveli. The taluka map indicated the village boundaries, taluka headquarters and important roads and rivers.

Rural/Urban Areas

Rural Areas

It was for the first time in 1951 that the census data were presented for the rural and urban areas separately. In the rural area the smallest unit of revenue administration was a village, which had definite surveyed boundaries recognised by the normal district administration and was identified as a "revenue" village. The revenue village might have one or more hamlets, but the entire village was the lowest level unit for presentation of census data.

Urban Areas

Urban areas were pretty well defined for the census purposes. The criteria used in 1961 and 1971 for determining the urban status of a locality were used in 1981 also with just a slight modification. They were as under :

(a) All places with a municipality, corporation or cantonment board or notified town area;

(b) All other places which satisfied the following criteria :

(i) A minimum population of 5000;

(ii) Atleast 75 percent of the male working population engaged in non-agricultural (and allied) activity;

(iii) A population of atleast 400 per sq. km.

(or one thousand per square mile).

The urban criterion of 1981 varied slightly from that of 1961 and 1971 censuses, in that the males working in activities such as fishing, logging etc. were treated as engaged in non-agricultural activity and, therefore, contributed to the 75 percent criterion in 1961 and 1971 censuses, whereas in the 1981 census these activities were treated as on par with cultivation and agricultural labour for the purpose of this criterion.

The Urban Agglomeration

The concept of an urban agglomeration was adopted for the first time in the 1971 census and continued in the 1981 census. In fact, it was an improvement on the concept of 'town groups' adopted in the 1961 census. An urban agglomeration was made up of the main town and the adjoining areas of out-growths which were treated as urban spread, the population covered by such spreads being categorised as urban. An urban agglomeration might be made up of more than one statutory town like the adjoining cantonment or other urban towns such as railway colony or university campus. Similarly, habitations which did not qualify to be treated as towns in their own right but were more or less peripherial out-growths of the main town, were also considered as part of the urban agglomeration. In other words, an urban agglomeration was a continuous spread comprising of the main town and its adjoining out-growths or two or more physically contiguous towns together with contiguous well recognised out-growths, if any, of such towns.

There is however, no urban agglomeration in Dadra & Nagar Haveli.

The Standard Urban Areas (SUA)

The concept of standard urban area (SUA) which was first introduced in 1971, was different from the concept of urban agglomeration. The SUA was defined as the projected growth area of a city or town having 50,000 or more population in 1971, as it would be in 1991 taking into account not only the towns and villages which would get merged into it, but also the intervening areas which were potentially urban. It was an area-unit for long term planning, and was to remain as a statistical reporting unit during the three successive censuses of 1971, 1981 and 1991, irrespective of the change in the boundaries of the local administrative units within the tract. The SUA was thus an area which extended beyond the main city or town and contained all likely developments over the next decade i.e. upto 1991.

There is however no SUA in Dadra & Nagar Haveli.

The Census Hierarchy

The Registrar General and Census Commissioner, India, is responsible for conducting the population census which is a union subject under the charge of the Central Ministry of Home Affairs. For each State and Union Territory an officer is appointed as Director of Census Operations, who is directly responsible to the Registrar General and Census Commissioner, India, for conducting and supervising the census operations within his jurisdiction.

The census operations are carried out almost totally through the State and Union Territory governments and as such, the census hierarchy in each state and union territory is built up on the line of the administrative hierarchy of that respective state/union territory. The census hierarchy in Dadra & Nagar Haveli, followed the normal administrative hierarchy of the administration of Dadra & Nagar Haveli.

Dadra & Nagar Haveli is a uni-district and uni-taluka territory. In pursuance of Sub-section (2) of Section 4 of the Census Act, 1948, the Administration of Dadra & Nagar Haveli, vide their notification No. ADM/LAW/CEN/277(17)/79, dated 19-7-79, appointed the Collector of Dadra & Nagar Haveli as the Principal Census Officer for the conduct of census in his respective jurisdiction. The Mamlatdar of Dadra & Nagar Haveli was appointed as Census Charge Officer for the taluka of Dadra & Nagar Haveli. In addition to the charge level census functionaries, additional District Census Officer for the district of Dadra & Nagar Haveli was also appointed. This was considered desirable in view of the additional work-load of the Economic Census which was this time combined with the population census of 1981. Services of this additional functionary were utilised mainly for imparting training to the enumerators and supervisors, and for supervision over the field work during both the phases.

As said earlier, the entire territory was divided into 159 census blocks for the First Phase Operations and 167 census blocks for the Second Phase Operations. One enumerator was appointed for each block. Normally the enumerators were selected from amongst the primary school teachers, gram sevaks, talathis, village panchayats secretaries etc. in the rural areas, and teachers or clerical staff of Government offices in urban areas. A supervisor supervised the work of five enumerators on an average. The supervisors were generally drawn from a higher level of officials than those appointed as enumerators, such as head masters, circle inspectors, extension officers etc. in rural areas, and the U.D.Cs., head clerks, statistical assistants etc. in urban areas.

Training

It was obviously indispensable that each functionary in the census hierarchy knew clearly and precisely his/her duties and responsibilities as well as thoroughly understood various census concepts and definitions. Intensive training of census personnel thus became vitally important for the success of the census operations. Training of census personnel in this territory was organised in three stages, viz. training of the senior level officers of the Census Department, training of the district and taluka level census functionaries and training of the village/town level functionaries, i.e. census enumerators and supervisors.

Training For The First Phase

As the census was conducted in two phases, training to the census personnel had also to be arranged in two phases i.e. training first for the conduct of the houselisting operations and again for the actual enumeration. The senior level officials of the Department of Census Operations, who were to be drafted for imparting training to the district/taluka level officials and the enumerators and supervisors were trained first. Two training sessions one each in the months of January and February, 1980, were arranged for these trainers. For training the district and taluka level census functionaries a state level meeting-cum-training seminar was organised on 5th and 6th February, 1980, at Panaji. This seminar was inaugurated by Shri R. M. Agarwal, I.A.S., Chief Secretary of the Govt. of Goa, Daman & Diu. Training in respect of the various stages of the houselisting operations was imparted by the Director of Census Operations. The strategy and time-plan for the conduct of training classes for the census enumerators and supervisors was also discussed. It was decided to arrange two taluka level training classes of two-day duration each at the taluka headquarters. Accordingly, training classes for the enumerators and supervisors were held in February and March 1980. Training in these classes was imparted by the specially trained senior level officials. Intensive training in respect of preparation of notional maps, layout sketches and filling up of houselists, enterprise lists and their abstracts was given. Training manuals prepared by the Registrar General and Census Commissioner, India, were extensively used in these training classes.

Training for the Second Phase

Following the first phase training pattern, the officials of the Departments of Census Operations were trained first during the second phase also. In all, three training sessions were arranged for them, two in the month of August, 1980 and one in September, 1980. In the first session, various census concepts were discussed and the Manual of Instruction to the enumerators for filling up the household schedule and the individual slip was read out para by para. During the second session, the senior level officials were asked to explain various concepts and to fill up a few copies of the various schedules. This method was followed in order to instil the necessary confidence in them in conducting training classes for the enumerators and supervisors. The third session of training was attended by Shri S. C. Srivastava, Asstt. Central Tabulation Officer, as an

observer on behalf of the Registrar General and Census Commissioner, India. During this session, the senior level officials were themselves asked to impart training on various aspects.

The district and taluka level census functionaries were trained in the second state level training seminar organised on 25th and 26th September, 1980, at Panaji. The seminar was inaugurated by Shri Pratapsing Rane, Chief Minister of Goa, Daman & Diu. Shri P. Padmanabha, I.A.S., Registrar General and Census Commissioner, India, and Shri K. K. Chakravorty, Dy. Registrar General, also participated in the seminar. After the inaugural session, the Director of Census Operations imparted a thorough and intensive training to the district and taluka level census functionaries. The Registrar General, India, also provided very useful guidance in this seminar.

Enumerators and Supervisors were trained in three rounds of training, each of two-day duration, arranged at the taluka headquarters between November, 1980 to January, 1981. Intensive training was given in respect of updating/preparation of the notional map, the layout sketch and the abridged houselist, filling up of the household schedule, individual slip, population record, etc. and in preparation of the working sheet, and the enumerator's abstract. Important aspects of enumeration of houseless population and the conduct of the revisional round were also explained in detail. Degree holder and technical personnel schedule was also discussed during the second training class. Practical training was arranged and the mistakes committed were corrected and discussed in the subsequent training classes. The enumerators and supervisors were also required to appear at a test held on the last day of the third-round training. For this purpose a detailed question paper was devised by the Director of Census Operations. After the test was over, the correct answer sheets were circulated and important aspects of the census were re-emphasized in an open discussion. A copy of the question paper is reproduced as Appendix 4.

The Census Act

The decennial population census is conducted as per the Census Act (Act No. XXXVII of 1948) which empowers the Central Government to notify and conduct a census in the whole or part of the country. The Census Commissioner of India and the Director of Census Operations are appointed under the Act to supervise the taking of census. The Act also empowers the states or such authorities to whom the Governments delegate power to appoint census officers at various levels to aid in, supervise and take the census. The Act authorises the census-takers to ask the prescribed census questions and enjoin upon all persons to answer the questions truthfully. The Act lays down that the information collected at the census will be used only for statistical purposes and that the information about individuals wil be kept confidential and cannot be used as evidence even in a court of law. This Act is reproduced as Appendix-5.

Provisional Totals

It is a tradition of the Indian Census to release the provisional population totals as early as possible afer enumeration. The speed with which such totals are released has always been a matter of pride for the country and appreciation of the demographers even in the developed countries.

The Registrar General and Census Commissioner, India, decided to release the nation's provisional population totals on 17th March, 1981, and the state-wise totals on 23rd March, 1981. In order to kep up with these dates, it was the duty of each Director of Census Operations to make necessary arrangements in their states to collect the provisional population data from each charge under their control, to compile the totals for the states and to communicate them to the Registrar General and Census Commissioner, India, New Delhi, as per a pre-drawn time schedule.

In Dadra & Nagar Haveli, the enumerators were instructed to pass on all the records including the block level working sheets and the enumerator's abstract to their respective supervisors by the evening of 5th March, 1981. The supervisors were required to check the correctness of the working sheets and enumerator's abstracts of each block under their circle, and then to hand over all the records to their respective Charge Officer on morning of 7th March, 1981. Census Clerks attached to charge office was trained in compilation of the charge abstract for preparation of provisional population totals at the charge level. As soon as the block level data started flowing in the charge office, they were posted in the charge abstract formats.

Once the charge level totals were ready, the Charge Officer had to communicate the figures to the Principal Census Officer as well as the Director of Census Operations, in a standard format separately for rural and urban areas. The Charge Officer of Dadra & Nagar Haveli had to send the total to the Director of Census Operations, Panaji, Goa, by wireless messages or express telegrams to reach him on 9th March, 1981, and simultaneously in person to the Principal Census Officer at Silvassa. The Principal Census Officer of the district of Dadra & Nagar Haveli, had to check the data received from the Charge Officer and to communicate to the Registrar General, India, New Delhi, by wireless messages or express telegrams by 9th March, 1981.

The provisional population totals of Dadra & Nagar Haveli, were communicated to the Registrar General, India, New Delhi, by the Principal Census Officer by wireless messages, on 6th March, 1981. The nation's provisional population totals were released on 18th March, 1981, at New Delhi.

The provisional population totals of Dadra & Nagar Haveli were incorporated in Paper 1 of 1981, copies of which were released on 2nd April, 1981. Another paper entitled 'Paper 1 of 1981 Census

(Supplement)', was released in May, 1981. These two publications inter-alia contained the following statistical tables based on the provisional results.

Paper 1 of 1981

Table 1 : Distribution of Population, sex-ratio Growth Rate and Density of Population by Districts and Talukas.

Table 2 : Decadal Variation in Population since 1900.

Table 3 : Literacy (including population in age group 0-4).

Table 4 : Cities with a population 100,000 and above

Paper 1 of 1981, Supplement

Table 5 : Rural and Urban composition of- popus• lation.

Table 6 : Population and Growth Rate of Citie- Urban Agglomerations and Towns.

Table 7 : Urban Population by size class of towns,

Table 8 : Distribution of main workers by cultivators, agricultural labourers, household industry and other workers.

In addition, the provisional Primary Census Abstract for the district was also presented in the Supplement to Paper 1.

Tabulation

Traditionally, the census data are published in separate volumes for different subject matters. A comprehensive tabulation plan to bring out the housing statistics, the housing conditions, the extent of the physically handicapped, the socio-economic, cultural and demographic profile of the population in general and of the Scheduled Castes and Scheduled Tribes in particular, and the household economic situation have been drawn up to meet the requirements of various departments of government and other data users. The tabulation plan of the 1981 census, consists of the following series of tables.

A—Series : General Population Tables.

B—Series : General Economic Tables.

C—Series : Social and Cultural Tables.

D—Seri Migration Tables.

F—Series : Fertility Tables.

H—Series : Tables on Houses and Disabled Population.

HH—Series: Household Tables.

SC—Series: Special Tables for Schuled Castes.

ST—Series: Special Tables for Scheuled Tribes.

The H-Series tables are based on the Houselist, the HH-Series on the Household Schedule and all the remaining series on the Individual Slip.

It is also proposed to bring out the Village and Town Directories which are mainly based on information external to the census. The Primary Census Abstract (PCA) containing the basic information such as occupied residential houses, number of households, total population, Scheduled Castes and Scheduled Tribes population, literates, main workers, cultivators, agricultural labourers, workers in household industry and other workers, marginal workers and non-workers by sex, down to the village level and to the ward-level in urban areas, forms part of the District Census Handbook. An appendix to the PCA containing the data in respect of block-wise total population and the population of scheduled castes and tribes is also presented in the DCH for the use of administrative and election authorities.

The list of tables of different series alongwith the priority for their generation and publication, the levels of presentation in All India and State Volumes etc. and other relevant details are given in Appendix-6.

Publications

The 1981 Census results will be published as 32 separate series of which the first series would cover the all-India publications. The states arranged in the alphabetical order bear series numbers 2 to 23 and the union territories from 24 to 32. The Union Territory of Dadra & Nagar Haveli will bring out its census publications under series 27. The publication plan is as listed below.

Part No.	Subject	Sub-Part No.	Title
1	2	3	4
Part I . .	Administration Report . . (for Official use only)	Part I. A . .	Administration Report Enumeration.
		Part I. B . .	Administration Report Tabulation.
Part II . .	General Population Tables .	Part II. A . .	General Population Tables A—series.
		Part II. B . .	Primary Census Abstract.
Part III . .	Genreal Economic Tables .	Part III. A . .	B—Series Tables of first priority (Tables B. 1 to B. 10).
		Part III. B . .	B—Series Tables of second priority (Tables B. 11 to B. 22).

1	2	3	4
Part IV . .	Social & Cultural Tables .	Part IV. A . .	C—Series Tables of first priority (Tables C-1 to C-6).
		Part IV. B . .	C—Series Tables of second priority (Tables C—7 to C—10).
Part V . .	Migration Tables . . .	Part V. A . .	D—Series Tables of first priority (Tables D—1 to D—4).
		Part V. B . .	D—Series of second priority. (Tables D-5 to D-13).
Part VI . .	Fertility Tables . . .	Part VI. A . .	F—Series Tables of first priority (Tables F-1 to F-19).
		Part VI. B . .	F—Series Tables of second priority (Tables F-20 to F-28).
Part VII . .	Tables on Houses and Disabled Population.	..	H—Series Tables.
Part VIII .	Housuehold Tables . .	Part VIII. A . .	HH—Series Tables (excluding tables HH-17, 17 SC & HH-17 ST on tenancy).
		Part VIII. B . .	HH—Series Tables (HH-17, HH-17 SC & HH-17 ST on tenancy).
		Part VIII-C . .	Report on households.
Part IX . .	Special Tables on Scheduled Castes and Scheduled Tribes.	..	SC and ST—Series Tables.
Part X . .	Town Directory Survey Reports on Town and Village.	Part X. A . .	Town Directory.
		Part X. B . .	Survey Reports on selected towns
		Part X. C . .	Survey Reports on selected villages
Part XI . .	Ethnographic Notes and Special Studies on Schdeuled Castes and Schduled Tribes	..	..
Part XII .	Census Atlas Volume . .	..	..
Part XIII	District Census Handbook .	Part XIII. A . .	Village and Town Directory.
		Part XIII. B . .	Village and Townwise Primary Census Abstract.

Since it was proposed to bring out Part X-A-Town Directory in respect of large states only, the same would not be published for Dadra & Nagar Haveli.

Scope of the Present Publication

The basic data collected during the 1981 census and tabulated on full count are presented in this report in two parts. Part II.A-General Population Tables A-Series and Part II-B Primary Census Abstract. Part II-A presents the following tables with their appendices.

A.1 Area, houses and population.

A.2 Decadal variation in population since 1900.

A.3 Villages classified by population.

A.4 Towns and Urban agglomerations classified by population in 1981.

Part II-B presents the Primary Census Abstract (PCA) upto the town/taluka level.

Brief explanatory write-up, called the fly-leaf, is also given in respect of each of the above tables in this publication.

TABLE A-1

AREA HOUSES AND POPULATION

A-1 AREA, HOUSES AND POPULATION

FLY-LEAF

Table A.1 is the basic population table which corresponds to the general population table A.1 of the 1971 and 1962 censuses. This table presents the statistics of the area in km^2, population per km^2, number of inhabited/uninhabited villages, towns, occupied residential houses, households and population by sex according to the 1981 census in the order of union territory, district, taluka and town.

There are three appendices to this table. Appendix-1 presents details of all the changes in the jurisdiction of various administrative units between 1971-1981. Appendix-2 shows the number of villages with population of 5000 and over and towns with population under 5000. Appendix-3 gives figures for the houseless and the institutional population separately for rural and urban areas.

Inter State/Inter district territorial transfers

During the decade 1971-81, no change had occurred in the jurisdiction of Dadra & Nagar Haveli which was a uni-district and uni-taluka union territory. The territory comprises of two enclaves viz. Dadra with three villages and Nagar Haveli with 68 villages and one town. It is surrounded by Valsad district of Gujarat State on the west, north and east and by Thana disrict of Maharashtra state on the south and southeast.

'Area Figures'

Column 3 of table A.1 gives the statistics of area in km^2 for the Union Teritory as a whole and for its district/taluka and town. The total area figures of 491.0 km^2 presented for the Union Territory and its district are those supplied by the Surveyor General, India. The Surveyor General, India, did not provide area figures below the district level or by rural/urban break up. However, Dadra & Nagar Haveli being a uni-taluka territory, the figure of district area supplied by the Surveyor General, India represented the total taluka area.

The area figure in respect of the town of Silvassa is that supplied by the administration of Dadra & Nagar Haveli. Rural area figures are derived by substracting the figures of urban area from those of the total area.

As the Union Territory of Dadra & Nagar Haveli constituted a taluka of Daman district of Goa, Daman & Diu under the Portuguese regime till 1954, all the previous censuses upto 1950 were organised by the Portuguese administration simultaneously alongwith those of Goa, Daman & Diu. The past records reveal that till 1950 there was no specific criteria by which a certain locality was identified as a town. But the towns were created by means of Government Orders from time to time. However, not a single locality of Dadra & Nagar Haveli was treated as a town till 1950 Census. In the following censuses, i.e. 1962 and 1971, which were conducted after liberation of this territory on the all India pattern under the Indian Census Act 1948, none of the places could satisfy the criteria laid down in the above mentioned definition of an urban area and as such, the entire territory of Dadra & Nagar Haveli, was treated as rural till 1971 Census. However, Silvassa, the capital of the Union Territory was treated as a 'Census town' for the first time in the 1981 Census as a special case.

According to the 1981 Census, the town of Silvassa has the population of 6,914 and is classified as class V town in the size class of population '5000-9999'. It accounts for 6.67 per cent of the territory's total population. The 1950 Census, which was the last conducted by the Portuguese administration presented the basic census data for each *freguesia* which was either equal to a village, part of a village or a group of villages. (A village was known as *Aldeia* in Portuguese). The *freguesia* was really the administrative jurisdiction of the *Regedor,* the lowest administrative functionary under the Portuguese administration. Thus, in 1950 the basic census data was presented for 10 *freguesias.* These *freguesias* were divided into 72 *aldeias.* After the liberation of this territory in 1954, the former *aldeia* was treated as a revenue village and the limits or boundaries of the village as demarcated by the revenue authorities of the administration of Dadra & Nagar Haveli were accepted for the purposes of census also. Thus, the concept of a 'revenue village' was adopted for the first time in 1962 census and the basic census data were presented for each of the 72 revenue villages.

Columns 5 and 6 of table A.1 give the number of inhabited and uninhabited villages in the union territory of Dadra & Nagar Haveli in the 1981 Census. Accordingly, there are in all 71 villages of which 70 are inhabited and one is uninhabited (viz. Kothar).

The following statement gives the number of *freguesia* existed since 1881 to 1950 and the number of inhabited villages in 1962, 1971 and 1981 in Dadra & Nagar Haveli.

STATEMENT 1

Number of freguesia since 1881 *to* 1950 *and number of inhabited villages in* 1962, 1971 *and* 1981 *in Dadra and Nagar Haveli*

Union Territory/ District	Number of inhabited villages									
	1981	1971	1962	1950	1940	1931	1921	1910	1900	1881
1	2		4	5	6	7	8	9	10	11
DADRA & NAGAR HAVELI . .	70	72	72	10	10	10	10	10	10	10
District Dadra & Nagar Haveli	70	72	72	10	10	10	10	10	10	10

It can be seen from the above statement that the number of *freguesia* had remained constant right from 1881 till 1950. In the succeeding censuses, the Census data were presented for a 'revenue village' and accordingly there were in all 72 villages in 1962 as well as in 1971. However, the number of inhabited villages has been reduced to 70 in 1981 for the reasons that the revenue village of Silvassa which was hitherto a rural locality has been declared as 'census town' and the revenue village of Kothar which had a population of 111 in 1971 has become uninhabited in 1981. Thus, the number of inhabited villages has come down from 72 in 1971 to 70 in 1981.

The following statement shows the progress in rural population from 1900 to 1981 in Dadra & Nagar Haveli.

STATEMENT 2

Progress in rural population of the Union Territory and district, 1900-1981

Union Territory/ District	RURAL POPULATION								
	1981	1971	1962	1950	1940	1931	1921	1910	1900
1	2	3	4	5	6	7	8	9	10
DADRA & NAGAR HAVELI .	96,762	74,170	57,963	41,532	40,441	38,260	31,048	29,020	24,280
District Dadra & Nagar Haveli	96,762	74,170	57,963	41,532	40,441	38,260	31,048	29,020	24,280

It can be observed from the above statement that the territory's rural population increased from 24,280 in 1900 to 96,762 in 1981. Thus, there was a net increase of 72,482 persons in the territory's total rural population in the last eight decades (i.e. 1900—1981). Studying the progress in the territory's rural population from decade to decade the statement reveals that in the first five decades i.e. 1900—1950, when the territory was under an alien rule the progress was very slow. In fact, there was an increase of only 17,252 persons in the territory's total rural population in the first fifty years. However, after 1954, when the territory was liberated the areas were opened up for the first time and as a result there was a remarkable increase in the territory's population. This can be verified from the fact that in the decade 1950—62, incidentally the first decade after liberation, there was an increase of 16,431 persons in the territory's total rural population which was only slightly lesser when compared with the total increase of 17,252 persons recorded during the first five decades. With the implementation of the various developmental activities by the administration of Dadra & Nagar Haveli in the fields of education, public health, road and building construction, industries etc. during the decade 1962—1971, it attracted a good number of persons from the neighbouring states of Gujarat and Maharashtra. This had resulted in the large scale immigration of labour, educated as well as uneducated, and the rural population further increased from 57,963 in 1962 to 74,170 in 1971, and thereby registered a net increase of 16,207 persons in the territory's total rural population. The decade 1971—1981, has also witnessed a spectacular increase of 22,592 persons in the territory's total rural population when it went up from 74,170 in 1971 to 96,762 in 1981. The further increase in the territory's rural population during this decade may be attributed partly to the Damanganga Irrigation Project under construction which has attracted a large number of workers from outside.

Density of Population

Col. 4 of Table A-1 gives the density of population viz. number of persons per km² for the territory as a whole and for its district/taluka and town by rural and urban break-up. It is obvious that the density of population increases alongwith the rise in population. According to the 1981 Census the density of population in the territory works out to 211 which is considerably higher than the density recorded a decade back viz. 151. This rise of density is quite spectacular.

The density of population in the rural areas works out to 200 which is slightly lesser than the territory's density of 211. The urban density is as high as 1040.

The Census House and Household

Columns 8 and 9 of table A-1 give the number of occupied residential houses and households for the district, taluka and town of the union territory. Occupied residential houses are those census houses which are used wholly or partly for the purpose of residence by one or more households.

At the 1981 Census, the following definitions are adopted for census house and household.

A 'Census house' is a building or part of a building having a separate main entrance from the road or common court-yard or staircase etc. used or recognised as a separate unit. By definition, any structure with four walls, a roof and an entrance will be considered a census house. But it may happen that in some areas the very nature of construction of house is such that it may not be having any walls. For example, a conical-shaped, but whose roof touched the ground with only an entrance but no walls, such a hut is also considered as a house for census purposes. As per census definition a hut in a slum area is a census house as much as a bungalow or building in a posh locality. A census house may be occupied or vacant. It may be used for a residential or non-residential purpose or both. Schools, offices, shops, business houses, factories, temples, churches, jails, hospitals etc. are also census houses.

A household is defined as a group of persons who commonly live together and would take their meals from a common kitchen unless the exigencies of work prevented any one of them from doing so. There may be household of persons related by blood or household of unrelated persons or having a mix of both. A cook or a servant living in the household of his employer and taking his food there, is a part of that household. Examples of unrelated households are boarding houses, hostels, rescue homes, jails, 'ashrams' etc. These are called institutional households. There may be one-member households, two-member households or multi-member households. For census purposes, each one of this type is recognised as a 'household'.

The following statement gives the number of persons per 100 occupied residential census houses, number of persons per 100 households, sex ratio and percentage of rural/urban population to total population for total, rural and urban areas in district/taluka in Dadra & Nagar Haveli.

STATEMENT 3

Persons per 100 occupied residential census houses and per 100 households, number of females per 1,000 males, percentage of rural and urban population to total population in Union territory and district

Union Territory/ District	Persons per 100 occupied residential census houses			Persons per 100 households			Number of females per 1,000 males			Percentage of rural and urban to total population		
	T	R	U	T	R	U	T	R	U	T	R	U
1	2	3	4	5	6	7	8	9	10	11	12	13
DADRA & NAGAR HAVELI	540	541	539	534	534	530	974	981	884	100.00	93.33	6.67
District Dadra & Nagar Haveli . . .	540	541	539	534	534	530	974	981	884	100.00	93.33	6.67

According to 1981 Census, the population of the territory is accommodated in 1983 occupied residential houses which gives an average of 540 persons per 100 occupied residential houses. This average was 573 a decade back. It indicates that there is a simultaneous rise in population as well as in the number of residential houses also. In fact, the number of occupied residential houses has increased from 12,947 in 1971 to 19,183 in 1981. There is thus, a net increase of 6236 occupied residential houses during the decade 1971—81. A faster increase in the number of residential houses has brought down the pressure on housing accommodation in the territory.

It may be interesting to note that the variation in the number of persons per 100 occupied residential houses in the territory as well as in its rural and urban areas is quite small.

Average size of household

Col. 9 of Table A-1 reveals that the population of the territory is divided into 19428 households, which gives a proportion of 534 persons per 100 households. This proportion was 549 a decade back. It means that the average family size (i.e. number of persons per household) has reduced from 5.5 in 1971 to 5.3 in 1981.

The rural population of the territory is divided into 18123 and urban into 1305 households which gives a proportion of 534 and 530 respectively. It may be noted that the average family size in the total, rural and urban areas of the territory is identical being 6.3.

Sex Ratio

The sex ratio is defined as the number of females per 1000 males. According to the 1981 Census, the total population of Dadra & Nagar Haveli is 103676 which consists of 52515 males and 51161 females. The sex ratio in the territory works out to 974. It was 1007 in 1971. Thus, the sex ratio which favoured the females in 1971 has favoured the males in 1981. This may be due to the inmigration of a large number of male workers for the construction work of Damanganga Irrigation Project in Dadra & Nagar Haveli.

The position of sex ratio in rural and urban areas is also favourable for males being 981 and 884, respectively.

Rural/Urban Population

Of the total population of 103676 in 1981 Census as many as 96762 persons are living in rural areas as against 6914 in urban areas. In other words, 93.33 per cent of the total population of the territory is classified as rural dwellers and 6.67 per cent as urban dwellers. It may be mentioned that till 1971 census, the entire population of this territory was classified as rural. It is only in the current census, Silvassa, the headquarters of the union territory, is given a status of a census town.

A 1 AREA, HOUSES AND POPULATION

Union Territory/ District/Town	Total Rural Urban	Area in km²	Population per km²	Number of villages		Number of towns	Number of occupied residential houses	Number of house holds	Population		
				Inhabited	Un-inhabited				Persons	Males	Females
1	2	3	4	5	6	7	8	9	10	11	12
DADRA & NAGAR HAVELI	Total	491.0*	211	70	1	1	19183	19428	103676	52515	51161
	Rural	484.3	200	70	1	..	17900	18123	96762	48846	47916
	Urban	6.7	1040	..	..	1	1283	1305	6914	3669	3245
District Dadra & Nagar Haveli	Total	491.0*	211	70	1	1	19183	19428	103676	52515	51161
	Rural	484.3	200	70	1	..	17900	18123	96762	48846	47916
	Urban	6.7	1040	..	..	1	1283	1305	6914	3669	3245
Sivassa (C.T.)	Urban	6.65	1040	..	..	1	1283	1305	6914	3669	3245

NOTE : 1. *These represent provisional 'geographical area' figures as supplied by the Surveyor General, India. Figure for urban areas is supplied by the Administration of Dadra & Nagar Haveli.

2. Since the Union Territory of Dadra & Nagar Haveli has only one district and one taluka, the data for the district and the taluka will be identical to that of the Union Territory. Hence not repeated.

3. C.T. stands for Census Town.

4. Town treated as such for the first time in 1981 is printed in italics.

A-1 AREA, HOUSES AND POPULATION

APPENDIX 1

Statement showing 1981 *Territorial units and changes during* 1971-81

Union Territory/ District/Town	1981 Territorial Unit	Area added		Name of State/ District/ Taluka etc. from which area is substracted	Area substracted		Name of State/District/ Taluka etc. to which area is added	Net area changes in km² (+or —)
		Name	Area in km²		Name	Area in km²		
1	2	3	4	5	6	7	8	9

No territorial change has taken place during 1971-81.

A-1 AREA, HOUSES AND POPULATION

APPENDIX 2

Number and Population of villages with population of 5000 *and over and of Towns with population under* 5000

Union Territory/District	Villages with a population of 5000 and over			Towns with a population of under 5000		
	Number	Population	Percentage to total rural population of the Union Territory	Number	Population	Percentage to total urban population of the Union Territory
1	2	3	4	5	6	7
DADRA & NAGAR HAVELI.	3	19962	20.63	..	..	..
District Dadra & Nagar Haveli	3	19962	20.63	..	..	..

A-1 AREA, HOUSES AND POPULATION

APPENDIX 3

Houseless and Institutional Population

Union Territory/ District/Town	Total Rural Urban	Houseless Population				Institutional Population			
		Number of house-holds	Persons	Males	Females	Number of house-holds	Persons	Males	Females
1	2	3	4	5	6	7	8	9	10
DADRA & NAGAR HAVELI .	Total	245	1025	587	438	33	1858	1477	381
	Rural	223	917	534	383	28	1744	1366	378
	Urban	22	108	53	55	5	114	111	3
District Dadra & Nagar Haveli .	Total	245	1025	587	438	33	1858	1477	381
	Rural	223	917	534	383	28	1744	1366	378
	Urban	22	108	53	55	5	114	111	3
Silvassa (C.T.) . . .	Urban	22	108	53	55	5	114	111	3

TABLE A-2
DECADAL VARIATION IN POPULATION SINCE 1900

A-2 DECADAL VARIATION IN POPULATION SINCE 1900

FLY-LEAF

The jurisdiction of Dadra & Nagar Haveli, has remained unchanged for more than a hundred years. Under the Portuguese regime it constituted a taluka of Daman district of Goa, Daman & Diu, which was also under the Portuguese colonial rule. It was liberated in 1954 and was merged in the Indian Union by the Dadra & Nagar Haveli Act, 1961, passed by the Parliament, without any jurisdictional change. Its total area which was recorded as 489.0 km^2 in 1962 census, was provisionally corrected as 491.0 km^2 by the Surveyor General, India, at the time of 1971 Census. It remained the same in 1981 Census also.

Table A.2 furnishes data on population for the nine censuses from 1900 to 1981 of Dadra & Nagar Haveli. This table corresponds to table A-II of 1971 and 1962. Decadal variation in population is shown in absolute figures in Col. 4 and in terms of percentages in Col. 5.

Appendix to Table A.2 is meant for indicating the changes in area and population of the district between 1971 and 1981. However, so far as this territory is concerned, there is no change in the area of this territory subsequent to 1971 Census.

It may be seen from the table that the population of Dadra & Nagar Haveli has increased from 74,170 in 1971 to 103,676 in 1981 with a relatively high decadal growth rate of 39.78 per cent. It was 27.96 per cent a decade back. The trend of growth of population in the last eight decades (i.e. 1900 to 1981) shows that in the first five decades (i.e. 1900—1950) when the territory was under the erstwhile Portuguese rule, the decadal growth of population was not only inconsistent, but also fluctuated violently from decade to decade. The decade 1900—10 recorded a growth rate of 19.52 per cent, but came down to 6.99 per cent in the very next decade i.e. 1910-1921. Again it rose to 23.23 per cent in the dacade 1921—31 and came down sharply to 5.70 per cent in 1931—40 and to 2.70 per cent in 1940—50. The low growth rates may be due to the fact that the territory was under an alien rule which was indifferent to the welfare of the people. The higher growth rates during the last three decades i.e. after liberation of this territory in 1954, was due not only because of the normalisation of the political, social and economic situation in the territory but also on account of introduction of large scale development programmes which attracted labour, educated as well as uneducated, from the neighbouring states viz. Maharashtra and Gujarat. In fact, the growth rate of 27.96 per cent recorded during the decade 1962-71 was a normal growth as compared to the other parts of the country. A sudden rise in the rate of growth from 27.96 per cent in 1971 to 39.78 per cent in 1981 may partly be attributed to the large scale inmigration of labour for the construction of Damanganga Irrigation Project.

Sex Ratio

Sex ratio is expressed as the number of females per 1000 males. The following statement shows the changes in sex-ratio for the territory and its district since 1900.

STATEMENT 1

Changes in the sex ratio (females per 1,000 males) 1900-1981

Union Territory/ District	Total Rural Urban	1900	1910	1921	1931	1940	1950	1962	1971	1981
1	2	3	4	5	6	7	8	9	10	11
DADRA & NAGAR HAVELI.	Total	960	967	940	911	925	946	963	1,007	974
	Rural	960	967	940	911	925	946	963	1,007	981
	Urban	..	..	..	..	..	..	..	..	884
District Dadra & Nagar Haveli	Total	960	967	940	911	925	946	963	1,007	974
	Rural	960	967	940	911	925	946	963	1,007	981
	Urban	..	..	..	..	..	..	..	..	884

It may be seen from the statement above that the sex-ratio showed an improvement in 1910 over 1900 i.e. from 960 to 967 and came down to 911 in 1931. It steadily improved thereafter, and crossed the unity mark in 1971, but again dropped to 974 in 1981. The fall in sex ratio during the decade 1971-81 may be partly attributed to the Damanganga Irrigation Project under construction which has attracted a large number of male workers from outside. However, the changes in the sex ratio from decade to decade reveals that it has always favourved males except in 1971.

The sex-ratio of 981 in rural areas and 884 in urban areas is a clear indication of the rural/urban differential in this important demographic phenomenon.

A-2 DECADAL VARIATION IN POPULATION SINCE 1900

Union Territory/ District	Year	Persons	Decade Variation	Percentage Decade Variation	Males	Females
1	2	3	4	5	6	7
DADRA & NAGAR HAVELI .	1900	24,280	..	..	12,386	11,894
	1910	29,020	+4,740	+19.52	14,754	14,266
	1921	31,048	+2,028	+6.99	16,008	15,040
	1931	38,260	+7,212	+23.23	20,017	18,243
	1940	40,441	+2,181	+5.70	21,009	19,432
	1950	41,532	+1,091	+2.70	21,345	20,187
	1962	57,963	+16,431	+39.56	29,524	28,439
	1971	74,170	+16,207	+27.96	36,964	37,206
	1981	103,676	+29,505	+39.78	52,515	51,161
District Dadra & Nagar Haveli .	1900	24,280	..	..	12,386	11,894
	1910	29,020	+4,740	+19.52	14,754	14,266
	1921	31,048	+2,028	+6.99	16,008	15,040
	1931	38,260	+7,212	+23.23	20,017	18,243
	1940	40,441	+2,181	+5.70	21,009	19,432
	1950	41,532	+1,091	+2.70	21,345	20,187
	1962	57,963	+16,431	+39.56	29,524	28,439
	1971	74,170	+16,207	+27.96	36,964	37,206
	1981	103,676	+29,506	+39.78	52,515	51,161

A-2 DECADAL VARIATION IN POPULATION SINCE 1900

APPENDIX

Union Territory and District showing 1971 Population according to their territorial jurisdiction in 1971. Changes in crea and the population of 1971 adjusted to jurisdiction of 1981

Union Territory/ District/Taluka	Area in 1981 (Km²)	1981 Population	Area in 1971 (Km²)	1971 Population according to jurisdiction prevailing in 1971	Population in 1971 adjusted to jurisdiction of 1981	Net increase or decrease between Cols. 5 & 6
1	2	3	4	5	6	7
There is no jurisdictional changes in this Union Territory since 1971.						

TABLE A-3

VILLAGES CLASSIFIED BY POPULATION SIZE

5—214 Census Goa/83

A-3 VILLAGES CLASSIFIED BY POPULATION SIZE

FLY-LEAF

This table presents the number of inhabited villages classified by seven broad population ranges viz. (i) less than 200, (ii) 200—499, (iii) 500—999, (iv) 1000—1999, (v) 2000—4999, (vi) 5000—9999 and (vii) 10,000 and above, indicating therein the total rural population by males and females. This table corresponds to table A.III of 1971 and 1962 censuses.

The below given statement gives the percentage of 1981 rural population living in villages of various size groups in the district of Dadra & Nagar Haveli.

STATEMENT 1

Percentage of population living in villages of various population sizes with reference to the total rural population in 1981

Union Territory/ District	Percentage of population living in villages of population size						
	Less than 200	200—499	500—999	1,000—1,999	2,000—4,999	5,000—9,999	10,000 +
1	2	3	4	5	6	7	8
DADRA & NAGAR HAVELI . .	0.19	5.84	12.32	42.32	18.70	20.63	..
District Dadra & Nagar Haveli . .	0.19	5.84	12.32	42.32	18.70	20.63	..

It can be seen from the above statement that only 0.19 per cent of the total rural population of the territory is living in smaller villages falling in the population range of 'less than 200', whereas, the highest percentage of 42.32 is living in villages having population 1000—1999. Further no less than 39.33 per cent of the territory's total rural population is living in larger villages having population '2000 and above'. It is interesting to note that there are three villages in the territory (viz. Karad, Amli and Naroli) having a population in the range of 5000—9999 in the 1981 census as against none a decade back. They account for 20.63 per cent of the total rural population of the territory. There is not a single village having a population 10,000 and above in this territory.

The following statement gives the percentage distribution of villages and population by size class of villages in 1971 and 1981.

STATEMENT 2

Percentage of villages and population by class of villages in 1971 and 1981

Union Territory/ District	Census year	Less than 500		500—999		1,000—1,999	
		Percentage of Number of villages in this range to total No. of villages	Percentage of population in this range to total population	Percentage of Number of villages in this range to total No. of villages.	Percentage of population in this range to total population	Percentage of Number of villages in this range to total No. of villages	Percentage of population in this range to total population
1	2	3	4	5	6	7	8
DADRA & NAGAR HAVELI	1971	31.95	9.93	25.00	16.78	36.11	48.59
	1981	24.28	6.03	22.86	12.32	38.57	42.32
District Dadra & Nagar Haveli	1971	31.95	9.93	25.00	16.78	36.11	48.59
	1981	24.28	6.03	22.86	12.32	38.57	42.32

STATEMENT 2—*contd.*

Union Territory/ District	Census Year	2,000—4,999		5,000—9,999		10,000 & above	
		Percentage of Number of villages in this range to total No. of villages	Percentage of population in this range to total population	Percentage of Number of villages in this range to total No. of villages	Percentage of population in this range to total population	Percentage of Number of villages in this range to total No. of villages	Percentage of population in this range to total population
1	2	9	10	11	12	13	14
DADRA & NAGAR HAVELI	1971	6.94	24.70	4.29	20.63	..	..
	1981	10.00	18.70			..	..
District Dadra & Nagar Haveli	1971	6.94	24.70	4.29	20.63	..	..
	1981	10.00	18.70			..	..

With a steady growth of rural population, the villages are bound to grow bigger. This can be verified from the fact that the proportion of the number of villages in the smaller size class of population i.e. less than 500 and '500-999' has come down from 31.95 per cent (23 villages) to 24.28 per cent (17 villages) and from 25.00 per cent (18 villages) to 22.86 per cent, (16 villages) respectively during 1971-81. At the same time, the proportion of number of villages in the size classes of population of 1000—1999 and 2000—4999 went up from 36.11 per cent (26 villages) to 38.57 per cent (27 villages) and from 6.94 per cent (5 villages) to 10 per cent (7 villages) during the decade 1971-81. There was not a single village in the size class of population of 5000—9999 in 1971, as against this, there are now 3 villages in this class which accounts for 4.29 per cent of the territory's total number of inhabited villages.

The proportion of territory's population living in small size villages (i.e. with less than 1000 population) has come down from 26.71 per cent in 1971 to 18.35 per cent in 1981. The proportion of population living in villages in the size class of population 1000—1999 and 2000—4999 has come down from 73.29 per cent in 1971 to 62.02 in 1981. The fall in the above size classes has accounted for a new size class viz. 5000—9999 which represents 20.63 per cent of the total population in 1981. Of the total 3 villages in this size class, Amli and Naroli were in the size class 2000—4999 in 1971, whereas the third village viz. Karad with a population of 541 in 1971 recorded a population of 7389 in 1981 and has thus been placed in the population size class 5000—9999. This abnormal increase in the population of Karad is only because thousands of construction labourers employed on the Damanganga Irrigation Project are settled in this village.

A-3 VILLAGES CLASSIFIED BY POPULATION SIZE

Union Territory/ District	Total No. of inhabited villages	Total Rural Population			Less than 200			200—499			500—999		
		Persons	Males	Females	Number	Population		Number	Population		Number	Population	
						Males	Females		Males	Females		Males	Females
1	2	3	4	5	6	7	8	9	10	11	12	13	14
DADRA & NAGAR HAVELI	70	96,762	48,846	47,916	1	86	97	16	2,761	2,893	16	6,016	5,910
District Dadra & Nagar Haveli	70	96,762	48,846	47,916	1	86	97	16	2,761	2,893	16	6,016	5,910

Union Territory/ District	Total No. of inhabited villages	1,000—1999			2,000—4,999			5,000—9,999			10,000 & above		
		Number	Population		Number	Population		Number	Population		Number	Population	
			Males	Females		Males	Females		Males	Females		Males	Females
1	2	15	16	17	18	19	20	21	22	23	24	25	26
DADRA & NAGAR HAVELI	27	20,337	20,608	7	8,932	9,160	3	10,714	9,248	..	..	..	
District Dadra & Nagar Haveli	27	20,337	20,608	7	8,932	9,160	3	10,714	9,248	..	..	..	

TABLE A-4

TOWNS AND URBAN AGGLOMERATIONS CLASSIFIED BY POPULATION IN 1981 WITH VARIATION SINCE 1900

A-4 TOWNS AND URBAN AGGLOMERATIONS CLASSIFIED BY POPULATION IN 1981 WITH VARIATION SINCE 1900

FLY-LEAF

This table gives the variations in urban population separately by males and females, decadal variation and percentage, decadal variation for each town and urban agglomeration since 1900. However, as far as Dadra & Nagar Haveli is concerned, there was not a single locality called urban till the 1971 Census. It is in the 1981 Census that Silvassa has been treated for the first time as a census town and hence this table is prepared this time. It gives the urban population by sex, the civic status and area figures (in km²) of the town. Towns are generally classified as under, according to their population.

Class	*Population*
I	100,000 and above
II	50,000 to 99,999
III	20,000 to 49,999
IV	10,000 to 19,999
V	5,000 to 9,999
VI	Less than 5,000

Conventionally any place with a population exceeding 100,000 is called a city. As there is only one town in the population size class V, other classes do not find their place in the table.

There are four appendices to table A-4. Appendix-1 gives particulars of area and population of new towns added in 1981 and of towns of 1971 which were declassified in 1981. Appendix-2 gives particulars of places with a population of less than 5000 treated as town for the first time in the 1981 Census. Appendix-3 gives the particulars of the 1971 Census towns with a population of less than 5000 but declassified in 1981. Appendix-4 gives the particulars of changes in area and population of towns between 1971 and 1981 and also the reason for the change in area.

It may be noted that from among the above mentioned four appendices, only Appendix-1 is applicable so far as this territory is concerned.

As per 1981 Census the town of Silvassa has the population of 6914 and accordingly is classified as a Class V town.

Density of Population in urban areas

The town of Silvassa has an area of 6.65 km². which gives a density (i.e. the number of persons per km²) of 1040 in 1981 Census.

The following statement gives the percentage variation of population between 1971-81 of the places which are treated as towns for the first time in 1981 census.

STATEMENT 1

Percentage variation of population between 1971—81 *of places which were not treated as towns in* 1971 *but treated as such in* 1981 *classified by size class.*

Class	Number of towns	Population in 1971	Population in 1981	Percentage variation in 1981 population over 1971 i.e. $\frac{1981-1971}{1971}\times 100$
1	2	3	4	5
V	1	4495	6914	53.82

The town of Silvassa was a revenue village in 1971. It may be seen from the statement above that its population increased from 4495 in 1971 to 6914 in 1981 and thereby registered a decadal growth of 53.82 per cent which is pretty high. Silvassa, being the headquarters of the union territory, has its own attraction and the industrial and commercial development has set in motion and hence, the high growth.

A-4 TOWNS AND URBAN AGGLOMERATIONS CLASSIFIED BY POPULATION IN 1981 WITH VARIATION SINCE 1900

Sl. No.	Name of Town/ Urban Agglomeration	Urban Territory/ District	Year	Status of Town	Area in km²	Persons	Decade variation	Percentage Decade variation	Males	Females
1	2	3	4	5	6	7	8	9	10	11
				ALL CLASSES (1 Town)						
		DADRA & NAGAR HAVELI . .	1981		6.65	6,914	..	..	3,669	3,245
			CLASS V (5,000—9,999) 1 Town							
			1981	..	6.65	6,914	..	..	3,669	3,245
1.	Silvassa	. Dadra & Nagar Haveli .	1981	C.T.	6.65	6,914	..	..	3,669	3,245

NOTE :— 1. Silvassa was treated as a town for the first time in 1981 Census.
2. C.T. stands for Census Town.

A-4 TOWNS AND URBAN AGGLOMERATIONS CLASSIFIED BY POPULATION IN 1981 WITH VARIATION SINCE 1900

APPENDIX 1

New Towns added in 1981 *and Towns in* 1971 *declassified in* 1981

Union Territory/District	New Towns added in 1981				Towns in 1971 which have been declassified as rural in 1981			
	Name of Town	Area in km²	Population 1981	Population 1971	Name of Town	Area in km²	Population 1981	Population 1971
1	2	3	4	5	6	7	8	9
DADRA & NAGAR HAVELI . . .								
District Dadra & Nagar Haveli . . .	*Silvassa*	6.65	6,914	4,495	———	———	Nil	———

A-4 TOWNS AND URBAN AGGLOMERATIONS CLASSIFIED BY POPULATION IN 1981 WITH VARIATION SINCE 1900

APPENDIX 2

Places with a population of under 5,000 *classified as a Town for the first time in* 1981

Town	District	Area in km² in 1981	Population in 1981
1	2	3	4
Not applicable			

A-4 TOWNS AND URBAN AGGLOMERATIONS CLASSIFIED BY POPULATION IN 1981 WITH VARIATION SINCE 1900

APPENDIX 3

Places with a population of under 5,000 *in* 1971 *which were Towns in* 1971 *but have been declassified in* 1981

Place	District	Area in km² in 1971	Population in 1971
1	2	3	4
Not Applicable			

A-4 TOWNS AND URBAN AGGLOMERATIONS CLASSIFIED BY POPULATION IN 1981 WITH VARIATION SINCE 1900

APPENDIX 4

Change between 1971 *and* 1981 *in area and population of towns and reasons for change in area*

Name of Town (District)	Area in km² 1971	Area in km² 1981	Population 1971	Population 1981	Reasons for the change in area
1	2	3	4	5	6
Not Applicable					

APPENDICES

APPENDIX 1(1)

CENSUS OF INDIA 1981

HOUSELIST

Name of State/Union Territory .....Code No..... Name of Village/Town.....Code No. .....

Name of District .....Code No..... Name or No. of Ward/Mohalla/Hamlet.....Code No. .....

Name of Tehsil /Taluka/P.S./Dev.Block/Circle etc.....Code No. ..... Enumerators's Block No.....

Line No.	Building No. (Municipal or local authority or census No.)	Census house No.	Purpose for which census house is used (if wholly or partly non-residential, fill Enterprise List).	Household No.	Name of the head of household	Is the household engaged in an enterprise outside this census house and with out Premises if yes, fill Enterprise List	Number of persons normally residing in census household			Is there a physically handicapped person in the household? If so, indicate number of those who are totaily			Remarks
							Males	Females	Total	Blind	Crippled	Dumb	
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1													
2													
3													
4													
5													
6													
7													
8													
9													
0													
Total	XX	(a)	XXX	(a)	XXX	XX							XXX

Signature of Enumerator .....Date .....

Signature of field Supervisor .....Date ....

Signature of office Compiler .....Date .....

e : (a) Count No. of entries and give total.

Strike total for each of the columns 8 to 13

Appendix I(2)

CENSUS OF INDIA 1981

HOUSEHOLD SCHEDULE

Book No.

Confidential

Part I : Household Particulars

Form No.

Locat on Code..... Serial number of household (Col. 7 of abridged houselist)..... Type of household, whether Institutional or Houseless .....

1 Name of head of household.....

2 Religion of the head of household.....

**3 Whether head of household belongs to S.C. or S.T. If scheduled caste write (1)/If scheduled tribe write (2).....

4. Name of caste/tribe of head of household.....

5. Language mainly spoken in the household.....

6. Does the household live in owned house ? Yes (1)/No (2).....

7. In rural areas does the household own a house or house site in the village or town of enumeration ? Yes (1)/No (2).....

8. Predominant construction material of the house occupied by household :

(a) WALL: Grass, leaves, reeds or bamboo (1) | Mud (2) | Unburnt bricks (3) | Wood (4) | Burnt bricks (5) | G.I. sheets or other metal sheets (6) | Stone (7) | Cement concrete (8) | Ekra (9) | Others (0)

(b) ROOF: Grass, leaves, reeds, thatch, wood, mud, unburnt bricks or bamboo (1) | Tiles, slate or shingle (2) | Corrugated iron, zinc or other metal sheets (3) | Asbestos cement sheets (4) | Brick, stone and lime (5) | Stone (6) | Concrete R.B.C. R.C.C. (7) | Others (8)

(c) FLOOR: Mud (1) | Wood/planks (2) | Bamboo or logs (3) | Brick, stone and lime (4) | Cement (5) | Mosaic/tiles (6) | Others (7)

9. FACILITIES AVAILABLE TO THE HOUSEHOLD

(a) Drinking water supply (i) Source : Well (1) | Tap (2) | Hand pump/tube well (3) | River/canal (4) | Tank (5) | Others (6)

(ii) Within premises (1)/Outside premises (2).....

(b) Electricity : Yes (1)/No (2) ..... (c) Toilet (for Urban areas only) Yes (1)/No (2).....

10. Number of living rooms in occupation of household.....

11. Number of married couples usually living in the household.....

12 Does the household cultivate land ? Yes (1)/No (2) ..... 13. If 'Yes' in 12, category : Owned (1) | Rented (2) | Owned and rented (3)

14. If Rented, enter local name of tenancy.....

15. Total population of the household (Total of Col. 2 of part II Population Record).....

*For institutional write 'I', for houseless write 'O'.

**Consult list supplied to you. If not belonging to S.C./S.T., put cross (x) in the ...

MALE

Serial No	Name	Relaetionship to head (Indicate Serial No. of mother within brackets if present in the household for children upto 10 years)	Sex		Age	Marital status	Name of Scheduled Caste/ Tribe, if any		Literacy		Entry in 14A	
			Male	Female			Caste	Tribe	Literate	Illiterate	Yes	No.
1	2	3	4	5	6	7	8	9	10	11	12	13
Total	(a)	XXX			X	X	(a)	(a)				

Checked with reference to individual slip

Compiler .....

(a) Enter total after counting number of entries

	MALE											FEMALE											
	Serial No.	Entry in 14B		Entry in 15 A				Whether seeking/ available for work		Name of Scheduled Caste/Tribe, if any		Literacy		Entry in 14 A		Entry in 14B		Entry in 15A				Whether seeking/ available for Work	
		Yes	No	C	AL	HHI	OW	Yes	No	Caste	Tribe	Literate	Illiterate	Yes	No	Yes	No	C	AL	HHI	OW	Yes	No
	1	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
										(a)	(a)												

Checked and found correct

Supervisor .....

(a) Enter total after counting number of entries. Signature of Enumerator .....

IMPORTANT INSTRUCTIONS

1 Record location code on each schedule and form, etc.

2 Do not leave any household or person uncovered in your block.

3 Do not forget to enter columns 1 to 7 of the Population Record before starting individual enumeration.

4 Do not forget to make repeated enquiries about young children, newly born babies and visitors not enumerated elsewhere.

5 Enter serial number of mother if present in the household against her son and daughter aged 10 years and below.

6 While making entries for names of Scheduled Castes/Scheduled Tribes, check names of Scheduled Castes/Scheduled Tribes with list supplied to you by your supervisor.

7 Write legibly.

8 Do not do overwriting.

9 Do not hesitate to ask your supervisor if you have doubt on any matter.

10 Do not allow your work of filling up of entries in the Population Record to accumulate. It should be completed for enumeration done at the end of each day's work.

11 Do not misplace or lose any of your forms or papers while performing duties as census enumerator.

12 During revisional round, fill in fresh slips for newly born babies and update the Population Record.

13 Cover households which have shifted to your block after your first visit but before sunrise of 1st March, 1981, if not enumerated already in some other block.

14 In case of any death in your block before sunrise of 1st March, 1981, cancel slip of that person if enumerated by you and make necessary corrections in the Population Record also.

15 While ticking for information in columns 8 to 35 in the Population Record, make sure that columns 8 to 21 refer to males and columns 22 to 35 to females.

16 Check totals of columns in the Population Record before posting in working sheets for enumerator's abstract.

Appendix 1(3)

CONFIDENTIAL

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal)

Pad No. ....
Slip No. .....

Location Code ..... ( ) Sl. No. of Household [ ]

1 Name

2 Relationship to head

3 Male (1)/Female (2)

4 Age

5 Marital status

6 Mother tongue

7 Two other languages known

8 Religion

9 Whether S.C. (1) or S.T. (2)

10 Name of caste/tribe

11 Literate (1)/Illiterate (2)

12 Educational attainment

13 Attending school/college, Yes (1)/No (2)

14A. Worked any time at all last year? Yes / No (H/ST/D/R/B/I/O)

14B If yes in 14A, did you work for major part of last year? Yes (1)/No (2)

15A. Main activity last year? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O)

If HHI/OW in 15A

(i) Name of establishment

(ii) Description of work

(iii) Nature of industry, trade or service

(iv) Class of worker

15B. 14B Yes—Any other work any time last year? Yes (C/AL/HHI/OW)/No
14B No—Work done any time last year? (C/AL/HHI/OW)

If HHI/OW in 15B

(i) Name of establishment

(ii) Description of work

(iii) Nature of industry, trade or service

(iv) Class of worker

16. If No in 14A or 14B, seeking/available for work? Yes (1)/No (2)

CENSUS OF INDIA 1981 INDIVIDUAL SLIP CONFIDENTIAL
(Sample)

1 Birth place

(a) Place of birth ☐☐☐☐

(b) Rural (1) Urban (2) ☐

(c) District ☐☐

(d) State/Country ☐☐

2 Last residence

(a) Place of last residence ☐☐☐☐

(b) Rural (1) Urban (2) ☐

(c) District ☐☐

(d) State Country ☐☐

3 Reasons for migration from place of last residence (Code)* ☐

4 Duration of residence at the village or town of enumeration ☐☐

5 For all ever-married women only

(a) Age at marriage ☐☐

(b) Number of children surviving at present

Male ☐ *Female* ☐ *Total* ☐

(c) Number of children ever born alive

Male ☐ Female ☐ Total ☐

6 For currently married women only

Any child born alive during last one year ☐

*Employment (1) Education (2) Family moved (3) Marriage (4) Others (5)

(For Office Use Only)

H. State	SC	M	Sex

1 | Lvl | Subject | Div |
|---|---|---|
| | | |

Year	Univ.

2 | Lvl | Subject | Div |
|---|---|---|
| | | |

Year	Univ.

3 | Lvl | Subject | Div |
|---|---|---|
| | | |

Year	Univ

4 | Lvl | Subject | Div |
|---|---|---|
| | | |

Year	Univ.

Trg.	Year	Durn.	Inst

Stat	Durn

	Sect	Orgn	Work
Pr			
Pv			
Fr			

P	Count	Stay	Year

Census of India-1981
Confidential

Location Code

DEGREE HOLDERS AND TECHNICAL PERSONNEL SURVEY

(Please see instructions overleaf)

1 Name _____ 2. Date of birth: _____

3 Designation & Address _____

4 Sex* Male/Female 5 Are you married* Yes/No 6. Scheduled Caste/Tribe* Yes/No 7 Home State: _____

8 *All Academic and Professional Qualifications*

Degree/Diploma/ Certificate	Subject	Class or Division	Year of Passing	Course Duration	University/Institution/ Professional Body
			19..		
			19..		
			19.....		
			19.. ..		
9 Training Undergone		Apprentice/others.*	19..		Academic/Industrial/ In service*
		Apprentice others.*	19..		Academic/Industrial/ In service*

10 Postgraduate Academic Specialisations: _____

11 Professional Specialisations/Technical Skills through experience: _____

12. Present Status*: Employee/Self Employed/Student/Trainee/Apprentice/Retired/Unemployed trying for job/ Unemployed not trying for job/Others. *13. Duration of present unemployment (if any).....months.*

14

Employ-ment	Organisation Name	Sector*	Main activity of the organisation (Enter Serial Number as given overleaf)	Nature of Your Work	Year of Joining	Year of Leaving	Total Salary (Rs. p. m.) at entry	Total Salary (Rs. p. m.) last drawn
Present		Public/Pvt*			19..			
Previous		Public/Pvt*			19..	19..		
First		Public/Pvt*			19.	19..		

15 Visits abroad for Study, Training, & Employment (Exclude all other types of visits).

	Purpose	Country	Duration (months)	Year of Return
(i)				19.
(ii)				19..
(iii)				19 ..

Signature with date.....

*Please tick (✓) appropriate answers in items 4 5. 6. 9. 12 & 14 For example if female Male/Female ✓

INSTRUCTIONS

1. You may fill up this questionnaire if you possess a Degree in Arts, Humanities Science, Engineering, Technology or Medicine; Diploma in Engineering, Technology or in any Professional field; or a Certificate from I. T. I.

2. If you are employed or self-employed, please give your office address in item No. 3.

3. Different employments should relate to different organisations served, and not the different jobs held in same organisation in item No. 14.

4. Total salary in Item No. 14 should include salary and all allowances.

5. **Main Activity of the Organisation (Item No. 14)**

Serial No — Enter the serial number in the appropriate column in item 14.

1. Agriculture, Forestry & Fishing.
2. Mining & Quarrying.
3. Manufacturing of Food and Food Products.
4. Manufacturing of Textiles, Cotton, Clothes, Jute etc.
5. Manufacturing of Wood, Paper, Leather etc.
6. Manufacturing of Rubber, Plastics, Petroleum, Coal and related products.
7. Manufacturing of Chemicals, Chemical Products and Fertilizers.
8. Manufacturing of non-metallic mineral products like Mica, Glass, Refractories.
9. Manufacturing of basic metals & alloys.
10. Manufacturing of metal products excluding engineering and transport equipments.
11. Manufacturing of machinery, machine tools & parts except electrical machinery.
12. Manufacturing of electrical machinery and appliances.
13. Manufacturing of transport equipment & parts.
14. Other manufacturing industry.
15. Generation & Distribution of electricity, gas and water.
16. Construction.
17. Trade and Commerce organisations.
18. Transport, Storage and Communication organisations.
19. Financing, Insurance & Real Estates.
20. Public Administration.
21. Defence.
22. Education.
23. Scientific & Research Services.
24. Medical and Health Services.
25. Other Services.
26. Organisations not classified elesewhere.

6. **Nature of Your Work (Item No. 14)**

Enter the serial number in the appropriate column in Item 14.

1. Teaching
2. Teaching cum Research
3. Research
4. Design & Development
5. Construction
6. Industrial Production
7. Maintenance
8. Testing/Quality Control
9. Consultation & Professional Practice
10. Sales & Marketing
11. Management
12. Administration
13. Others.

7. **Please do not write on the "Squares" | | | | | | provided on the left hand side of the Questionnaire.**

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THIRD FOLD

APPENDIX 2

INSTRUCTIONS TO ENUMERATORS FOR FILLING UP THE HOUSEHOLD SCHEDULE AND INDIVIDUAL SLIP

CHAPTER I

STEPS PRIOR TO ENUMERATION AND FILLING UP OF THE HOUSEHOLD SCHEDULE, PART I—HOUSEHOLD PARTICULARS

Population Census is a great national task which we are called upon to undertake every ten years. It provides valuable information about the land and the people at a given point of time. It provides the trends in the population and its various characteristics which are essential for planning. It has become indispensable for effective and efficient public administration besides serving the needs of scholars, businessmen, industrialists, planners, electoral authorities, *etc.* A Census, therefore, has become a regular feature in progressive countries, whatever be their size and political set-up, and it is conducted at regular intervals for fulfilling well-defined objectives.

2. As a census enumerator, you are performing a duty which is of great national importance. The data we provide through the census are very much needed by the public and Government organisations for many aspects of economic and social planning and form the very basis for the delineation of electoral constituencies. You are privileged to be a census enumerator. At the same time, your responsibilities are great. You have to fulfil them with a sense of pride and devotion to duty.

3. For your information, certain provisions of the Census Act, 1948, under which the census is conducted and which gives you the legal authority to canvass census questionnaire and spells out your responsibilities, are reproduced below.

* * * *

8(1) A Census Officer may ask all such questions of all persons within the limits of the local area for which he is appointed as, by instructions issued in this behalf by the State Government and published in the Official Gazette, he may be directed to ask.

(2) Every person of whom any question is asked under sub-section (1) shall be legally bound to answer such question to the best of his knowledge or belief :

Provided that no person shall be bound to state the name of any female member of his household, and no women shall be bound to state the name of her husband or deceased husband or of any other person whose name she is forbidden by custom to mention.

* * * *

10(1) Subject to such orders as the State Government may issue in this behalf, a census officer may, within the local area for which he is appointed, leave or cause to be left as a Schedule at any dwelling-house or with the manager or any officer of any commercial or industrial establishment, for the purpose of its being filled up by the occupier of such house or of any specified part thereof or by such manager or officer with such particulars as the State Government may direct regarding the inmates of such house or part thereof, or the persons employed under such manager or officer, as the case may be, at the time of taking of the Census.

(2) When such schedule has been so left, the said occupier, manager or officer, as the case may be, shall fill it up or cause it to be filled up to the best of his knowledge or belief so far as regards the inmates of such house or part thereof or the persons employed under him, as the case may be, at the time aforesaid, and shall sign his name thereto and, when so required, shall deliver the schedule so filled up and signed to the census officer or to such person, as the census officer may direct.

11(1)(a) Any census officer or any person lawfully required to give assistance towards the taking of a census who refuses or neglects to use reasonable diligence in performing any duty imposed upon him or in obeying any order issued to him in accordance with this Act or any rule made thereunder or any person who hinders or obstructs another person in performing any such duty or in obeying any such order, or

(b) any census officer who intentionally puts any offensive or improper question or knowingly makes any false return or without the previous sanction of the Central Government or the State Government discloses any information which he has received by means of, or for the purposes of a census return,....

* * * *

(d) any person who intentionally gives a false answer to, or refuses to answer to the best of his knowledge or belief, any question asked of him by a census officer which he is legally bound by Section 8 to answer,....

* * * *

....shall be punishable with fine which may extend one thousand rupees and in case of a conviction under part (b) shall also be punishable with imprisonment which may extend to six months.

(2) Whoever abets any offence under sub-section (1) shall be punishable with fine which may extend to one thousand rupees.

* * * *

4. Please take note of the provisions of Sections 11(1)(a) and (b) which require you to perform your duty as a census officer diligently and to keep the information collected at the census confidential.

5. The Indian Census has a rich tradition and has enjoyed the reputation of being one of the best in the world. It is hoped that you will help in keeping up this good name.

6. You will recall that as a preliminary to the census enumeration, the housenumbering and house-listing operations have been conducted sometime ago. On the basis of the Houselists, enumeration blocks have been carved out, one of which has been allotted to you for enumeration during February—March, 1981. You have also been provided with an Abridged Houselist in the prescribed form (specimen of the form may be seen at Annexe I to Appendix I at the end of this book) which furnishes the identification particulars of your enumeration block and the details of buildings, census houses, the uses to which census houses are put, household numbers, names of heads of households and the serial number of each household. In addition, in the remarks column certain details like reasons for vacancy, place(s) where houseless persons can be found, *etc.*, have been noted.

7. It is quite likely that you may have been associated with the houselisting operations and you are already familiar with the preparation of Notional Map and Layout Sketch and the concepts and definitions of the terms like building, census house, census household, *etc.*, and the manner in which the Houselist has been prepared. But in order to refresh your memory, these terms are explained below (para 7.1 to 10.2). If you have not been associated with the houselisting operations, please read these instructions carefully more than one.

7.1. The Notional Map, as its very name indicates, is a map which is not drawn to scale. It is prepared for the entire village or urban block and is meant to show the location of each enumeration block within the village or town. Whether it is for a village or an urban block, the Notional Map will have to show the general topographical details of the entire village or urban block. The topographical details which should be indicated on the Notional Map would include permanent features and land marks, such as the village site, well-known roads, hills, rivers, nalas, *etc.*, as also railway lines and similar clearly recognisable features. It is important that the boundaries of panchayats, patwaris, circles or *halkas* or hamlets are distinguished, if possible, and the names of hamlets would also be entered wherever known by a particular name. For the purposes of the preparation of Notional Map, you are provided with a separate sheet. In the case of very large villages when there are many blocks, it may be difficult to indicate the outline of the entire village. In such cases, it is sufficient if you show in the Notional Map the block assigned to you.

7.2. Having prepared the Notional Map, you would have to prepare the detailed Layout Sketch of your block. The Layout Sketch is in fact a detailed map of the block assigned to you in which, will be shown the streets and the buildings on the streets. The main purpose of this Layout Sketch is to clearly present the streets in the block and the buildings, so that based on the Layout Sketch, enumeration can be carried out. As in the case of the Notional Map, in the Layout Sketch also, important topographical details should be shown. However, it is not a document which is drawn to a scale. It is a free-hand drawing. In order to be able to draw the Layout Sketch, it would be necessary for you to go round the village or the block assigned to you, so that you become familiar with the area, the way the streets run and the main topographical features. Having gone round the village or block, you should start from one end of the village or block and draw a Sketch. It is important that the dividing lines between one block and another should be clearly demarcated. Such dividing lines, besides following some natural boundaries, wherever possible, should also be indicated by the survey numbers that fall on either side of the dividing line in cadastrally surveyed villages. In villages which are not cadastrally surveyed, the line can be indicated by the name of the owner of the field on either side of the line or by the name of the field, if any.

7.3. In the Layout Sketch, every single building or house should be shown. *Pucca* and *Kutcha* houses must be shown by signs like a square □ for a *Pucca* house and a triangle for a *Kutcha* house, further classifying them as wholly or partly residential or wholly non-residential by shading as follows :



Pucca houses, whether wholly or partly residential



Pucca houses, wholly non-residential



Kutcha houses, whether wholly or partly residential



Kutcha houses, wholly non-residential

7.4. It is difficult to give a comprehensive and detailed definition of the terms *Pucca* and *Kutcha* houses to cover different patterns of structures all over the country. The categorisation of the houses as *Pucca* or *Kutcha* for the purpose of depicting them on the Layout Sketches will facilitate their identification. Also as *Kutcha* houses are not likely to be

long-lasting, any one referring to the Layout Sketches a few years later, can easily distinguish settlement areas which are likely to have undergone a change. For the purpose of preparation of Layout Sketches a *Pucca* house may be treated as one which has its walls and roof made of the following materials :

Wall material—Burnt bricks, stone (duly packed with lime or cement), cement concrete or timber Ekra etc.

Roof material—Tiles, G.C.I. (galvanized corrugated iron) sheets, asbestos cement sheets, R. B. C. (reinforced brick concrete), R. C. C. (reinforced cement concrete) and timber, etc.

Houses, the walls and/or roof of which are made of materials other than those mentioned above such as unburnt bricks, bamboo, mud, grass, reeds, thatch, loosely packed stone, *etc.*, may be treated as *Kutcha* houses.

8. **Numbering of buildings and census houses.**—When once the location of every building or house is demarcated on the Sketch, it will be a simple matter to decide on numbering the buildings/houses in one series following certain numbers. No hard or fast rule can be laid down as to the direction in which the housenumbers should run, *i.e.*, left to right or in a clockwise order or North-west to South-east and so on. Much depends on the layout. So long as as some convenient and intelligible order is followed, it should be alright. The numbers allotted to each house should be marked on the Sketch and with the help of arrow marked at convenient intervals, the direction in which the house numbers run, should be indicated. This is particularly important when streets cut across one another and the housenumbering series along a street get interrupted. It will be of advantage if the numbers are roughly marked in pencil on this Sketch and later verified with the actual state of things on ground to see if the order of numbering given in the Layout Sketch would be convenient or any change is needed, for after all the Sketch is only a rough one and the actual Sketch of buildings on ground may suggest a more convenient order of numbering at some place. Having satisfied yourself that the numbering has gone on right lines, you may ink them.

8.1. In urban areas, very detailed plans showing location of every building or house along every road and street in your block should be clearly prepared. In view of the very large number and close location of houses in urban areas, it may be necessary to have a number of sketches each covering a limited area. A Layout Sketch of your block should be prepared in which all the roads and streets should be clearly indicated and their names also written. Then, each building and house should be located on this Sketch. It will facilitate your work and of others if the wholly non-residential houses are distinguished from the residential houses by hatching, as indicated earlier in this section. Here again, the important permanent buildings such as town hall, large office buildings, court buildings, post office, hostel, school, church, market building, *etc.*, should be indicated on the map.

8.2. **Definition of Building, Census House and Household.**—You have to give numbers to 'Buildings' and 'Census Houses' in all areas. The instructions given hereafter will guide you to determine what a building and a census house are for the purpose of houselisting. A building is a readily distinguishable structure or group of structures which is taken as the unit for housenumbering. The entire building may be deemed one census house or sometimes part of it, as will be explained. The objective is to ultimately number and list out all physical units of constructions which are used for different purposes, residential or otherwise.

8.3. **Building.**—A building is generally a single structure on the ground. Sometimes it is made up of more than one component unit which are used or likely to be used as dwellings (residences) or establishments such as shops, business houses, offices, factories, worksheds, schools, places of entertainment, places of worship, godowns, stores, *etc.* It is also possible that buildings which have component units may be used for a combination of purposes such as shop-*cum*-residence, workshop-*cum*-residence, office-*cum*-residence, etc.

8.4. Sometimes a series of different buildings may be found along a street which are joined with one another by common walls on either side looking like a continuous structure. These different units are practically independent of one another and likely to have been built at different times and owned by different persons. In such cases, though the whole structure with all the adjoining units apparently appears to be one building, each portion should be treated as a separate building and given a separate number. On the other hand, you may come across cases, particularly in large cities, of multi-storeyed ownership flats. In these cases, while the structure looks like one building, the flats are owned by different persons. In case of such multi-storeyed structures, having a number of flats owned by different persons, the entire structure should be treated as one building and each flat as a separate census house.

8.5. Sometimes in metropolitan cities the local authorities may have considered the flats in a block or in large colonies as separate buildings and numbered them as such. If the housenumbering system of the local authorities is adopted as such, you may treat each such flat as a separate building because this would avoid your having to renumber these.

8.6. If within a large enclosed area there are separate structures owned by different persons then each such structure should be treated as one or more separate buildings. Sometimes their may be a number of structures within an enclosed area or compound owned by an undertaking or company or government which are occupied by their employees. Each such structure should be treated as a separate building. If such buildings have a number of flats or blocks which are independent of one another having separate entrance from a common courtyard or staircase

and occupied by different households each such flat or block should be considered as a separate census house.

8.7. Usually a structure will have four walls and a roof. But in some areas the very nature of construction of houses is such that there may not be any wall. For example, a conical roof almost touches the ground and an entrance is also provided and there will not be any wall as such. Such structures should be treated as buildings and census houses, as the case may be.

8.8. If there is more than one structure within an enclosed or open compound (premises) belonging to the same person, *e.g.*, the main house, the servants' quarters, the garage, *etc.*, only one building number should be given for this group and each of the constituent separate structures assigned a sub-number like 1(1), 1(2), 1(3) and so on, provided these structures satisfy the definition of a 'Census House' given hereafter.

8.9. The buildings should be numbered as follows :

(i) If in a village the locality consists of a number of streets, buildings should be numbered continuously. Streets should be taken in uniform order from North-west to South-east. It has been observed that the best way of numbering the buildings is to continue with one consecutive serial on one side of the street and complete numbering on that side before crossing over to the end of the other side of the street and continue with the serial, stopping finally opposite to where the first number began.

(ii) In a town/city enumeration block, the numbering will have to run along the axis of the street and not in any arbitrary geographical direction.

(iii) International numerals, *i.e.*, 1, 2, 3, ..., *etc.*, should be used for building numbers.

(iv) A building under construction, the roof of which has been completed should be given a number in the serial.

(v) If a new building either *Pucca* or *Kutcha* is found after the housenumbering has been completed or in the midst of buildings already numbered, it should be given a new number which may bear a sub-number of the adjacent building number, *e.g.*, 10/1.

NOTE: These should not be numbered as 10(1) or 10(2) *etc*, as such numbering would apply to census houses within the same building. On the other hand, 10/1 would main, a separate building that has come up after building No. 10.

9. **Census House.**—A Census House is a building or part of a building having a separate main entrance from the road or common courtyard or staircase, *etc.*, used or recognised as a separate unit. It may be occupied or vacant. It may be used for a residential or non-residential purpose or both.

9.1. If a building has a number of flats or blocks which are independent of one another having separate entrances of their own from the road or a common staircase or a common courtyard leading to a main gate, they will be considered as separate census houses. If within a large enclosed area, there are separate buildings owned by different persons, then each such building should be treated as one or more separate buildings. You may come across cases where within an enclosed compound there may be separate buildings owned by an undertaking or company or even government, actually in occupation of different persons. For example, I.O.C. colony where the buildings are owned by the Corporation but these are in occupation of their employees. Each such building should be reckoned as a separate building. But if in any one of these buildings there be flats in occupation of different households, each such flat should be treated as a separate census house.

9.2. It may be difficult to apply the definition of census house strictly in certain cases. For example, in an urban area, a flat has five rooms, each room having direct entrance to the common staircase or courtyard. By definition this has to be treated as five census houses. If all these five rooms are occupied by a single household, it is not realistic to treat them as five census houses. In such a case, singleness of use of these rooms along with the main house should be considered and the entire flat should be treated as one census house. On the other hand, if two independent households occupy these five rooms, the first household living in 3 rooms and the second household occupying 2 rooms, then considering the use, the first three rooms together should be treated as one census house and the remaining rooms as another census house. But if each room is occupied by an independent household, then each such room should be treated as a separate census house.

9.3. In case of hostels, hotels, *etc.*, even if the door of each room in which an inmate lives opens to a common verandah, staircase, courtyard or a common room, as it happens almost invariably, the entire hostel/hotel building should be treated as one census house. But if such hostels/hotels have outhouses or other structures used for different purposes or the same purpose then each such structure attached to the main hostel/hotel should be treated as a separate census house and will be given sub-numbers of the main building. In some parts of the country, in rural areas, the pattern of habitation is such that a group of huts located in a compound, whether enclosed or unenclosed, is occupied by one household. While the main residence may be located in one hut, other huts may be used for sleeping, as a kitchen, bath room, *baithak, etc.* Though each of the huts is a separate structure, they form a single housing unit and, therefore, have to be treated collectively as a single census house. If some of the huts are used by one household and the others by a second household as residence, then the two groups of huts should be treated as separate census houses. However, if there are also other huts in the compound used for other purposes and not as part of the household's residence such as, cattleshed, workshed, *etc.*, they should be treated as separate census houses.

9.4. It is also possible that a household uses another structure, *e.g.*, a *baithak*, separated from the main residence by some distance or by other structures or by a road. In such cases, it may become necessary to treat that separate structure used as *baithak* as a separate census house.

9.5. It is usual to find in municipal towns and cities that every site, whether built upon or not, is numbered by the municipal authorities on property basis. Such open sites, even if they are enclosed by a compound wall, should not be listed for census purposes. Only cases where a structure with roof has come up should be treated as a census house and listed. But in some areas, the very nature of construction of houses is such that there may not be any wall. For example, a conical roof almost touches the ground and an entrance is also provided and there will not be any wall as such. Such structures should of course be treated as buildings and census houses and numbered and listed.

9.6. Pump houses, temples and other similar structures must also be numbered and given census house numbers. These are places where people can also live. Obviously, such structures need not be numbered if they are so small that no person can live in them.

9.7. Each census house should be numbered. If a building by itself is a single census house, then the number of the census house will be the same as the building number. But if different parts or constituent units of a building qualify to be treated as separate census houses, each census house should be given a sub-number within brackets after the building number as 10(1), 10(2), *etc.*, or 11(1), 11(2), 11(3), *etc.*

10. **Household.**—A household is a group of persons who commonly live together and would take their meals from a common kitchen unless the exigencies of work prevented any of them from doing so. There may be a household of persons related by blood or a household of unrelated persons or having a mix of both. Examples of unrelated households are boarding houses, messes, hostels, residential hotels, rescue homes, jails, *ashrams, etc.* These are called 'Institutional households'. There may be one member households, 2 member households or multi-member households. For census purposes, each one of these types is regarded as a 'household'.

10.1. If a group of persons who are unrelated to each other live in a census house but do not have their meals from the common kitchen, they would not constitute an institutional household. Each such person should be treated as a separate household. The important link in finding out whether there is a household or not is a common kitchen.

10.2. Each household will be listed according to the instructions that follow and a distinguishing number allotted to each household. As each household will be related to the physical structure of a census house, the household number as such need not be painted on the door of each census house. Only the building and census house number will be painted.

11. You have been provided with a filled in Abridged Houselist form for your enumeration block in which the identification particulars and Section 2 will have been filled. You will notice that Section 2 runs from page 1 through page 14 of the Abridged Houselist booklet and pages 15 and 16 deal with Section 3. Section 1 on page 1 and Section 3 on pages 15 and 16 of the Abridged Houselist will have to be filled in by you as per instructions issued by your superior officers. The general instructions issued in this behalf are reproduced in Appendix I.

12. You will be required to canvass the Household Schedule for each household and Individual Slip containing 16 questions with parts for each individual in your jurisdiction. If you are an enumerator in a sample area 6 additional questions will have to be canvassed. The operations will be carried out in two stages :

(a) Enumeration during the period February 9, 1981 to February 28, 1981, and

(b) Revisional round between March 1, 1981 and March 5, 1981.

These will involve the following steps :

(i) Preparation of Notional Map and Layout Sketch of your enumeration block,

(ii) Updating the Abridged Houselist,

(iii) Filling up of the Household Schedule, Part I—Household Particulars,

(iv) Filling up of the Household Schedule, Part II—Population Record, columns 1 to 7,

(v) Filling up of the Individual Slip for each individual in that household,

(vi) Filling up of columns 8 through 35 of Household Schedule, Part II—Population Record with reference to the entries in Individual Slips filled for each member of that household,

(vii) Revisional round and updating of records,

(viii) Filling up of the enumerator's working sheet for preparing the Enumerator's Abstract,

(ix) Filling up of the Enumerator's Abstract,

(x) Filling up of Section 1 of the Abridged Houselist,

(xi) Handing over all documents to your Supervisor, the documents being the Notional Map, the Layout Sketch, all filled in Household Schedules, all filled in Individual Slips, filled in and updated Abridged Houselist, the working sheets for preparing Enumerator's Abstract, the filled in Enumerator's Abstract and all blank Household Schedule books, Individual Slip pads and other blank forms.

13. **Reference date and enumeration period.**—The reference date for the 1981 Census will be the sunrise of **March 1, 1981** which implies that the census is expected to provide a snap shot of the population of the country as it exists on the sunrise of **March 1, 1981.** It is obviously not possible to ascertain the particulars of every individual throughout the length and

breadth of the country at this fixed point of time. Therefore, the enumeration period has been fixed from February 9 to February 28. Thus, you will have to actually commence your work of enumeration on February 9 and complete the work on February 28, 1981. During this period, you will have to cover your jurisdiction and enumerate all households and every person living in households as will be explained later in this booklet. On the night of February 28, 1981, you will be required to count the houseless households. Thereafter, in order to bring the information upto date with reference to the census moment, which is sunrise of March 1, 1981, you will have to quickly go round your jurisdiction on a re-visit from March 1, to March 5, 1981 and enumerate any fresh arrivals in your jurisdiction who might not have already been enumerated elsewhere and also take account of any births that might have taken place in any of the households after your previous visit and before the sunrise of the said date, update the Population Record or fill in fresh Household Schedule if a whole household has moved into your area and has not been enumerated elsewhere. Fill in fresh Individual Slips in appropriate cases. As a corollary, you will have also to cancel the Individual Slips relating to persons who may have unfortunately died since your last visit to a household but prior to the sunrise of March 1, 1981. Births or deaths and arrivals of visitors that had taken place after the sunrise of March 1, 1981, need not be taken note of by you.

14. **Preparation of Notional Map and Layout Sketch.**—You will be required to prepare a Notional Map and Layout Sketch of your enumeration block for which necessary drawing sheets have been supplied to you. The instructions for preparing the Notional Map and Layout Sketch have been given in paragraph 7.1 above. Please go through these instructions carefully and draw the Notional Map and Layout Sketch for your enumeration block.

14.1. While drawing the Layout Sketch you may come across new constructions which have not been reflected in the Abridged Houselist supplied to you. These constructions will have to be shown in the Layout Sketch at the appropriate places and assigned building numbers with oblique strokes. Thus, if a new building either *Pucca* or *Kutcha* is found in the midst of buildings already numbered it should be given a new number which may bear sub-number of the adjacent building number, *e.g.*, 10/1. These new structures should not be numbered as 10(1) or 10(2), *etc.*, as such numbering would apply to census houses within the same building. On the other hand 10/1 would mean a separate building that has come up between building number 10 and building number 11.

15. **Updating the Abridged Houselist.**—As mentioned in paragraph 11 above, you will have been provided with an Abridged Houselist for your enumeration block. In this form the identification particulars and Section 2 will have been filled. The general instructions as to how Section 2 and Section 3 must be updated are reproduced in Appendix I and doubtless you would have been trained in the procedure to do this.

15.1. As you go round your enumeration block carrying out enumeration, you will have to correct Section 2 and fill Section 3 as the case may be, in the Abridged Houselist. Please carry out the corrections in Section 2 and additions in Section 3 of the Abridged Houselist as you go round your block. Do not put this work off because it is essential to ensure that no building, census house or household is missed or not covered and that the present situation is fully reflected in the Abridged Houselist. Please read the instructions given in Appendix I once more.

16. **Filling up of Household Schedule.**—The Household Schedule consists of two parts. The first part incorporates the Household Particulars and the second part comprises the Population Record of which columns 1 to 7 should be filled in by you before you take up filling up of the Individual Slips.

16.1. Specimen of the Household Schedule, both Part I and Part II is given at the end of this chapter.

NOTE : Do not make any entries in the dotted boxes.

17. **Part I—Household Particulars.**—You will have to record the Book No. and Form No. at the top right hand corner of this form. Book No. is given on the cover page of the Household Schedule book and you have merely to copy this number on each Household Schedule form. The Form No. will run serially from 1 for each book.

18. **Location Code.**—At the top on the left hand side of the schedule you will find Location Code. The location code numbers have been allotted to each State, District, Tehsil/Taluk/Police Station/Development Block/Circle or town, village (each separated by oblique stroke) and enumeration block (E.B.) number within brackets. Your Charge Officer or Supervisor would have already indicated to you the complete Location Code number of the rural or urban block assigned to you and noted these particulars on the cover page of the booklet. You should enter on each form the complete Location Code number of your enumeration block, comprising State/District/Tehsil, *etc.* or town/village or ward and enumeration block numbers (within brackets). Please note that the code for town is to be given in Roman numbers while codes for all other units will be given in international numerals.

18.1. Location Code is a device by which every village or town in a Tehsil/Taluk/Police Station/Development Block/Circle of every District in a State/Union Territory is identified by a combination of numbers. The enumeration blocks for villages and towns have also been assigned numbers and these constitute the last element of the Location Code and is recorded in the Location Code within brackets. By a combination of these numbers one can exactly identify the enumeration block within a village or a town. Thus, Code No. 2/10/3/46(138) would mean enumeration block No. 138 falling in village No. 46 in Tehsil No. 3 of District No. 10 in State No. 2. Similarly, Location Code 10/6/II/5(22) would mean enumeration block No. 22 falling in ward No. 5 of town No. II in District No. 6 of State No. 10.

18.2. If you have, by any chance, been put incharge of more than one rural or urban enumeration

block, please make sure that you have *separate books and pads for each rural or urban enumeration block.* Do not use the same book or pad for different enumeration blocks even if blank forms are available in a particular book or pad.

18.3. Please check that the Location Code tallies with the Location Code indicated in the filled in Abridged Houselist supplied to you. If they do not tally, refer the matter immediately to your Supervisor for further instructions.

19. **Serial number of household.**—The serial number of the household as given in column 7 of the Abridged Houselist will have to be entered in the Household Schedule at the appropriate place. As you will notice, serial number of household has been entered in Section 2 of the Abridged Houselist in a continuous manner. If, however, you come across a household during the course of enumeration, which does not find mention in the Abridged Houselist, you should enter the particulars of this household in Section 3 of the Abridged Houselist as per instructions given in Appendix I. You may come across a new household in the following situations :

(i) A household has moved into a new building which has come up after the houselisting operations;

(ii) A household has moved into an existing building or census house which was not used for residential purposes before;

(iii) A new household has come in by sharing accommodation with other household(s) who were existing at the time of houselisting.

19.1. However, you may come across a new household which has replaced a household listed during the houselisting operations. In such a case, the serial number of the household given in column 7 of the Abridged Houselist need not be changed. You should merely change the name of the head of the household in column 6 in Section 2 and adopt the serial number already entered in column 7 for this new household. Similarly, if the head of household has changed, you have merely to make change in column 6 of the Abridged Houselist and no change in the serial number given in column 7 of the Abridged Houselist is called for. Please do not forget to read the instructions for filling up the Abridged Houselist and updating the same as given in Appendix I *before you start filling up* the Household Schedule and the Individual Slip.

20. **Type of household.**—At the top right hand corner, below the Book No. and Form No. of the Household Schedule, you will have to record the type of household, whether institutional or houseless by symbols as per instructions given in the foot note of the form itself. There are three types of households, *viz.*, normal, institutional and houseless. While you are enumerating the members of the household, you will come to know whether the household falls in the category of normal household or institutional household or houseless household. For institutional write 'I' and for houseless households write 'O'. For normal household no entry need be made.

Q. 1 : Name of head of household

21. The head of the household for census purposes is the person on whom falls the chief responsibility for the maintenance of the household. Thus, the head of the household need not necessarily be the oldest male member but may be a female or even a younger member of either sex. However, you need not enter into an argument about this. You should record as head of the household the name of the person who is actually acknowledged as such.

21.1. In respect of institutional households such as hostels, boarding houses, messes, jails, *etc.,* the warden or the manager or the superintendent, who has administrative responsibility or who, by common consent, is regarded as the head, should be recorded as the head of the household. In such cases, write warden, manager, superintendent, jailer, *etc.,* as the case may be, or write the name of the person if there is no designation. If in a census house, in which there is an institutional household, separate families are also living, then each such family should be treated as a census household and a separate Household Schedule should be filled. In such cases, care should be taken to enter the name of the head of the household and not that of the head of the institution.

Q. 2 : Religion of the head of household

22. You have to record the religion of the head of the household as given by him against this question. While writing the religion, you have to write the abbreviations as follows on the line against this question and *not* in any of the dotted boxes provided at the end of the dotted line against this question :

For Hindus	—write H
For Muslim	—write M
For Christian	—write C
For Sikhs	—write S
For Budhists	—write B
For Jains	—write J

22.1. For 'others' record actual religion as returned fully. If a person says that he has no religion, it may be recorded accordingly. If a person refuses to state his religion, you may write 'religion not stated'. You should not enter into any argument with the household for filling up this question. You are bound to record faithfully whatever religion is returned by the head of the household. For institutional households, put '×' against this question.

Q. 3 : Whether head of household belongs to S.C. or S.T.

23. You will be supplied with a list of Scheduled Castes (S.C.) and Scheduled Tribes (S.T.) in relation to your State/Union Territory by your Supervisor. While filling up the Household Schedule you will have to ascertain from the head whether he is a member of a Scheduled Caste or a Scheduled Tribe. If in reply to this question, the answer is in the affirmative, you have to record '1' in the case of a Scheduled Caste or '2' in the case of a Scheduled Tribe in the box provided against this question. If the head returns himself as Scheduled Caste, you have to check his religion. He or she should belong to Hinduism or Sikhism. A person belonging to a

Scheduled Caste cannot belong to any other religion. Persons who belong to a religion other than Hinduism and Sikhism will not be treated as a member of any of the Scheduled Castes. But a member of a Scheduled Tribe may belong to any religion. In case of institutional and non-S.C./S.T. head of household, write '×' in the box.

Q. 4 : Name of caste/tribe of head of household

24. If you have recorded '1' or '2' for Scheduled Caste or Scheduled Tribe, as the case may be, against Question 3 you have to enter here the name of the Scheduled Caste or Scheduled Tribe which finds place in the list provided to you. You have to be careful that only that name of Scheduled Castes or Scheduled Tribes should be entered which is given in the list pertaining to your State/Union Territory. If the head returns any other name which does not find a place in the list, it is not to be recorded and the head should be told that you are authorised to record only those castes and tribes which are given in your list in relation to the State or Union Territory concerned. It is quite likely that at this point the head might return the name of the caste or tribe which finds mention in your list. If, however, the head returns any other name which does not find place in the list it should not be recorded and the entry in Question 3, if any, in the box shou'd be corrected accordingly. In case the head replies that he does not belong to S.C. or S.T., you have to put '×' on the line and *not* in the box against this question. For institutional and non-S.C./S.T. households, write '×' on the line.

Q. 5 : Language mainly spoken in the household

25. You have to ascertain from the head of the household about the language which is mainly spoken in the household. You have to record the answer faithfully as returned. There may be cases where one or two persons of the household may be speaking other languages also, but the language to be recorded here is the one which is spoken mostly by the members of the household among themselves. The language spoken in the household should not be confused with the mother tongue of each individual member of the household. For institutional households put '×' on the line. Do not enter anything in the dotted boxes against this question.

Q. 6 : Does the household live in owned house ?

26. If a household is occupying a census house owned by itself and is not paying anything to anybody in the form of rent, then the household may be considered as living in owned house. This should be recorded by putting '1' in the box provided against this question. A household living in a flat or a house taken on 'ownership' basis on payment of instalments, should be regarded as living in its own house, notwithstanding the fact that all instalments have not been paid.

26.1. If the household lives in a rented house or in the house which is not owned, write '2' in the box. A housing unit is rented if rent is paid or contracted for, by the occupants in cash or in kind. Where an owner permits a household to live in a house, rent free, even then the household should be treated as living in a rented house, as for example, rent free accommodation provided to employees by Government, Institutions, Companies, *etc.* In such cases, the answer would be 'No' and you should write '2' in the box. For institutional and houseless households, put a cross (×) in the box.

Q. 7 : If 'No' in 6, does the household own a house or house site in the village or town of enumeration ?

27. If you have recorded '2' in the box for Question 6, *i.e.,* the household does not live in its owned house then you have to ask this question. You have to enquire whether that particular household owns a house of its own or a house site elsewhere in the place of enumeration, *i.e.,* elsewhere in the village or town of enumeration. If the answer to the question is in the affirmative, *i.e.,* 'Yes', you have to record '1' in the box provided against this question. If the answer is in the negative, *i.e.,* 'No' and the head of the household replies that this household does not have a house or house site in the village or town of enumeration you have to indicate it by recording '2' in the box provided. It is obvious that this question is not applicable to institutional and houseless households because you will have to put a cross (×) against Question 6 for such households.

Q. 8 : Predominant construction material of the house occupied by household

28. This question has been divided into three parts, *i.e.,* (a) material of wall ; (b) material of roof ; (c) material of floor. For your convenience the description of the predominant construction material has been indicated within rectangles under each item, *i.e.,* wall, roof and floor. A numerical code for a group of materials has been indicated. What you have to do is to enquire about the material and enter the appropriate code in the box provided with reference to the description given within the rectangles for each of the materials of wall, roof and floor respectively. This question is not applicable to institutional and houseless households. In the case of such households put a cross (×) in the box.

(a) Material of wall

29. For material of wall, 10 codes have been provided which are indicated in the schedule itself. In order to determine the material of wall you have to take into account the material out of which the major portions of the walls of the house are made and then select the appropriate code. The code thus selected should be entered in the box provided against this question.

(b) Material of roof

30. For material of roof, 8 codes have been provided. These are indicated in the schedule itself. For determining the material of the roof, you have to take into account the material out of which the outer roof exposed to the weather and *not* the ceiling, is made, *i.e.,* tiles, thatch, corrugated iron, zinc or asbestos cement sheets or concrete, wood, mud, *etc.* If the roof is mainly made of bricks and stone and has a mud plaster, cement plaster or lime plaster exposed to the sky, the material of roof in such cases will not be mud, cement or lime but it will be bricks,

stone, *etc.*, which constitute the fabric of the roof. In multi-storeyed buildings the intervening floor will constitute the roof of the lower floor. After ascertaining the material of the roof you have to give the suitable numerical code in the box provided against this question.

(c) **Material of floor**

31. For material of floor, 7 codes have been provided as indicated in the schedule itself. For the material of floor you have again to take the major portion of material out of which the floor of the house is made. For example, if in a house only the drawing room has mosaic floor while all other rooms and corridors have just cement flooring, the material of floor to be recorded here will be 'cement', *i.e.*, code 5. Again, if a house has tiled floor in the bath room and all other rooms have cement floor the material of floor will again be 'cement'. For multi-storeyed buildings the floor of the upper storeys will be determined in the usual manner as discussed above. It may be noted that the material of the roof of the intervening floors of multi-storeyed buildings does not automatically become the material of floor of the upper storeys. The floor material of the upper storey could be different from the fabric of the roof for the lower storey. For example, in a two storeyed building, the roof of the ground floor could be RCC while the floor material of the first floor could be mosaic.

31.1. It is again emphasised that while recording the materials of wall, roof and floor you have only to give the code number in the box provided against this question and *not* description.

Q. 9 : Facilities available to the household

32. This question is divided into three parts, *i.e.*, drinking water supply, electricity and toilet. The latter is meant for urban areas only. This question is not applicable to institutional and houseless households. In the case of such households put a cross (×) in the boxes.

(a) **Drinking water supply**

33. This question relating to drinking water supply has been divided into two sub-parts. The first sub-part deals with the source of drinking water supply. The sources have been put within blocks along with international numerical code against each. You have to enter the appropriate numerical code in the box provided.

33.1. If a household gets drinking water from two or more sources throughout the year, the source availed of during the greater part of the year should be recorded. After recording the numerical code in the box, proceed further for recording the answer of the sub-part (ii) of the same question, namely, whether the drinking water supply is within the premises or outside premises. If the water supply is available within the premises write '1' in the box provided. If the water supply is not available within the premises, write '2' in the box provided.

33.2. You may have a problem in determining whether water supply is available within the premises or not. Local conditions vary tremendously in this country. We may have a well, a hand pump or tube well within the house or even the backyard of the house opening to a river or canal. In all such cases, if within the house site the source of water is located, we may take it that drinking water supply is available within the premises. Otherwise it is not available within the premises.

(b) **Electricity**

34. If electricity is available to the household, enter '1' in the box; if it is not available record '2' in the box. It should be noted that we are concerned with the availability of electricity to the household as distinct from actual use of electricity by the household. The household may or may not be using electricity at the time of the visit but the fact that it is available is what we are interested in.

(c) **Toilet (for urban areas only)**

35. This quesion is to be canvassed for urban areas only. If toilet facilities are available to the household within the premises of the house, write '1' in the box, otherwise record '2'.

Q. 10 : Number of living rooms in occupation of household

36. A room should have four walls with a doorway with a roof over head and should be wide and long enough for a person to sleep in, *i.e.*, it should have a length of not less than 2 metres and a breadth of atleast 1½ metres, and 2 metres in height. A room, however, which is used in common for sleeping, sitting, dining, storing and cooking, *etc.*, should be regarded as a room. An unenclosed verandah, kitchen, store, garage, cattleshed and latrine and rooms in which a household industry such as a handloom is located, which are not normally usable for living or sleeping are excluded from the definition of a living room for the purpose of this question.

36.1. One is likely to come across conical shaped hut or tent in which human-beings reside. In such improvised accommodation, there will be no four walls to a room and therefore, the above definition would not strictly apply to such types of accommodation. In such cases, the tent or conical hut, *etc.*, may by itself be construed to be a room.

36.2. In certain parts of the country, particularly in rural areas, the pattern of housing may present some problems. For example, a household may be in occupation of several huts put to different uses such as main residence, sitting room, store and even for sleeping at night. By strict application of the definition each one will be reckoned as a census house, but this does not reflect the real situation. While huts used as store or cattleshed pose no problems, those used as sleeping rooms beyond the main residence, should be counted as rooms rather than separate census houses.

36.3. If a garage is used by a servant and he lives in it as a separate household, it should be reckoned as a room available to the servant's household. If the servant is considered as a member of the household then the garage room should be reckoned as an additional room of the household. Write the number of rooms available to household in the box provided.

36.4. A living room which is shared by more than one households will not be counted for any of them. In other words, only living room exclusively in possession of the household will be counted. For example, if two households share a single living room and therefore neither has a living room exclusively, write "No regular room" in the line and also enter "0" in the box in the Household Schedule of each of the households. If two households have a living room each but in addition also share a common living room, then common room will not be counted for either of the households. This question is not applicable to institutional and houseless households. In the case of such households put a cross (×) in the box.

Q. 11 : Number of married couples usually living in the household

37. Enter the number of married couples usually living in the household in the box provided against this question. Count those couples who are usually living together in the household even if one of the spouses is temporarily absent and therefore not included as part of that household for the purpose of enumeration in Part II. You may take into consideration such persons for arriving at the number of couples.

37.1. This question must be canvassed for houseless households also. However, in the case of institutional households, put a cross (×) in the box.

Q. 12 : Does the household cultivate land ?

38. Enquire if the household is cultivating land or not. If the household cultivates land, enter '1' in the box provided, otherwise record '2' in the box. For determining whether a household is cultivating land or not, it would be necessary to ascertain if one or more persons in the household are engaged in cultivation of land or supervision or direction of cultivation. Encroachers who cultivate land enroached upon, will be regarded as cultivating household for the purpose of this question. If the household has a visitor who cultivates land elsewhere, it cannot be deemed that the household as such is a cultivating household. For the purpose of this question either the head of the household or one of the usual members of the family should be cultivating land. This need not be the main activity. The land may be either owned or taken on rent in cash or kind. The size of land cultivated is irrelevant. The land cultivated need not be in the place of enumeration. It may be anywhere.

38.1. A household whose members merely work on somebody else's land for wages should not be treated as a cultivating household.

38.2. Please note that cultivation is reckoned as such on the basis of the growing of certain crops only. In other words, a household will be considered as cultivating land if the household is engaged in growing the following crops only :

(i) **Cereal and millet crops.**—Paddy, wheat, jowar, bajra, maize, ragi, barley, gram, *etc.*

(ii) **Pulses.**—Arhar, moong, masur, urd, khesari, *etc.*

(iii) **Fibre crops.**—Raw cotton, jute, mesta, sunhemp and kindred fibre crops.

(iv) **Oil seeds.**—Sesamum, ground-nut, rape, mustard, linseed, castor, *etc.*

(v) **Cash crops.**—Sugarcane.

38.3. The growing of the following crops *will not be considered as cultivation* :

(i) **Plantation crops.**—Tea, coffee, rubber, tobacco, pepper, cardamom, *etc.*

(ii) **Edible-nuts (other than ground-nut).**—Walnut, almond, cashewnut, *etc.*

(iii) **Fruits.**—Bananas, apples, grapes, mangoes. oranges, *etc.*

(iv) Coconut.

(v) Ganja, cinchona, opium and medicinal plants.

(vi) Betel-nuts (areca).

(vii) Flowers.

(viii) Roots and tubers, chillies and spices (other than pepper and cardamom).

(ix) Vegetables.

(x) Other crops not specifically included under cultivation.

38.4. This question must be canvassed in the case of houseless households also. However, in the case of institutional households, put a cross (×) in the box.

Q. 13 : If 'Yes' in 12, category

39. If you have noted code '1' against Question 12, *i.e.*, the household is cultivating land, enquire whether the land is owned rented or partly owned and partly rented. If it is owned record '1', if it is entirely rented record code '2' and if it is partly owned and partly rented record code '3'. Enter the appropriate code in the box. Encroached land will be treated as 'rented', because it does not belong to the person cultivating it.

Q. 14 : If Rented, enter local name of tenancy

40. If in Question 13 you have recorded 2 or 3, *i.e.*, the household cultivates rented land either wholly or in combination with owned land, ask the local name of the tenancy. This local name should be recorded fully. For example, a household may be cultivating land taken on mortgage. It is known by different names in different parts of the country, like *sudbharna, etc.* Again, a household may be cultivating land as 'share cropper' and the tenancy is known by different names in different parts of the country, like *Batai, tehai, bargadar, etc.* You may also come across cases where the household cultivates land taken on cash rent locally known in some parts of the country as *Lagan Par, etc.* You have to record the local name of the tenancy in all such cases. If a household cultivates different parcels of rented land under different systems of tenancy, record here the local name of tenancy relating to the largest parcel of such rented land.

Q. 15 : Total population of the household

41. Enter the total population of the household in the box provided. This should be done after you fill up columns 1 to 7 of the Population Record. Total of entries in column 2 of the Population Record should be copied here.

CENSUS OF INDIA 1981

HOUSEHOLD SCHEDULE

Part I Household Particulars

Book No..... **CONFIDENTIAL**

Form No.....

Location Code..... Serial number of household (Col. 7 of abridged household) ..... Type of household, whether institutional or houseless* .....

1. Name of head of household .....
2. Religion of the head of household .....
3. Whether head of household belongs to S.C. or S.T. If scheduled caste write (1)/If scheduled tribe write (2) .....
4. Name of caste/tribe of head of household .....
5. Language mainly spoken in the household .....
6. **Does the household live in owned house ? Yes (1)/No (2)** .....
7. **If 'No' in 6 does the household own a house or house site in the village or town of enumeration ? Yes (1)/No (2)** .....
8. **Predominant construction material of the house occupied by household :**

(a) WALL **Grass, leaves, reeds or bamboo (1)** **Mud (2)** **Unburnt bricks (3)** **Wood (4)** **Burnt bricks (5)** **G.I. sheets or other metal sheets (6)** **Stone (7)** **Cement concrete (8)** **Ekra (9)** **Others (0)** .....

(b) ROOF **Grass, leaves, reeds, thatch, wood, mud, unburnt bricks or bamboo (1)** **Tiles, slate or shingle (2)** **Corrugated iron, zinc or other metal sheets (3)** **Asbestos cement sheets (4)** **Brick, stone and lime (5)** **Stone (6)** **Concrete R B C , RC.C. (7)** **Others (8)** .....

(c) FLOOR **Mud (1)** **Wood/planks (2)** **Bamboo or logs (3)** **Brick, stone and lime (4)** **Cement (5)** **Mosaic/tiles (6)** **Others (7)** .....

FACILITIES AVAILABLE TO THE HOUSEHOLD :

(a) Drinking water supply (i) Source : **Well (1)** **Tap (2)** **Hand pump/tube well (3)** **River/canal (4)** **Tank (5)** **Others (6)** .....

(ii) **Within premises (1)/Outside premises (2)** .....

(b) Electricity Yes (1)/No (2) ..... ; (c) Toilet (for Urban areas only) Yes (1)/No (2) .....

10. Number of living rooms in occupation of household .....
11. Number of married couples usually living in the household .....
12. Does the household cultivate land ? Yes (1)/No (2) ..... 13. If 'Yes' in 12, category **Owned (1)** **Rented (2)** **Owned and rented (3)** .....
14. If Yes, enter local name of tenancy .....
15. Total population of the household (Total of Col. 2 of part II 'Household Record) .....

For institutional write T, for houseless write 'O'. **Consult list supplied to you. If not belonging to S.C./S.T., put cross (x) in the box.

MALE

Serial No.	Name	Relationship to head (Indicate Serial No. of mother within brackets if present in the household for children upto 10 years)	Sex		Age	Marital status	Name of Scheduled Caste/ Tribe, if any		Literacy		Entry in 14A	
			Male	Female			Caste	Tribe	Literate	Illiterate	Yes	No
1	2	3	4	5	6	7	8	9	10	11	12	13
Total	(a)	X X X			X	X	(a)	(a)				

Checked with reference to individual slip

Compiler .....

(a) Enter total after counting number of entries

Record

MALE											FEMALE											
	Entry in 14 B		Entry in 15 A				Whether seeking/ available for work		Name of Scheduled Caste/ Tribe, if any		Literacy		Entry in 14 A		Entry in 14 B		Entry in 15A				Whether seeking/ available for work	
Serial No.	Yes	No	C	AL	HHI	OW	Yes	No	Caste	Tribe	Literate	Illiterate	Yes	No	Yes	No	C	AL	HHI	OW	Yes	No
1	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
									(a)	(a)												

Checked and found correct

Supervisor .....

(a) Enter total after counting number of entries

Signature of Enumerator.....

IMPORTANT INSTRUCTIONS

1 Record location code on each schedule and form, etc.

2 Do not leave any household or person uncovered in your block.

3 Do not forget to enter columns 1 to 7 of the population Record before starting individual enumeration.

4 Do not forget to make repeated enquiries about young children, newly born babies and visitors not enumerated elsewhere.

5 Enter serial number of mother if present in the household against her son and daughter aged 10 years and below.

6 While making entries for names of Scheduled Castes/Scheduled Tribes, check names of Scheduled-Castes/Scheduled Tribes with list supplied to you by your supervisor.

7 Write legibly.

8 Do not do overwriting.

9 Do not hesitate to ask your supervisor if you have doubt on any matter.

10 Do not allow your work of filling up of entries in the Population Record to accumulate. It should be completed for enumeration done at the end of each day's work.

11 Do not misplace or lose any of your forms or papers while performing duties as census enumerator.

12 During revisional round, fill in fresh slips for newly born babies and update the Population Record.

13 Cover households which have shifted to your block after your first visit but before sunrise of **1st March, 1981**, if not enumerated already in some other block.

14 In case of any death in your block before sunrise of **1st March, 1981**, cancel slip of that person if enumerated by you and make necessary corrections in the Population Record also.

15 While ticking for information in columns 8 to 35 in the Population Record, make sure that columns 8 to 21 refer to males and columns 22 to 35 to females.

16 Check totals of columns in the Population Record before posting in working sheets for enumerator's abstract.

CHAPTER II

FILLING UP OF THE HOUSEHOLD SCHEDULE, PART II—POPULATION RECORD—COLUMNS 1 TO 7

42. Part II of Household Schedule gives the format of the Population Record. There are altogether 35 columns in this form. You have already been told that columns 1 to 7 of this form should be filled up first before you take up the enumeration of the individual members of the household. It must be re-emphasised that it is absolutely necessary to fill up columns 1 to 7 of this form after you have filled in Part I of the Household Schedule and before you take up individual enumeration of the members of the household. This will mainly help you in counting all members of the household, missing none, and in recording age of the individuals more precisely.

43. The next question that arises is as to who are the persons to be enumerated in the household. In other words, it is necessary to know who are the persons who are eligible for enumeration. Generally speaking, persons who are present in the household during the entire period of enumeration or who are known to be usual residents of the household and have stayed there for part of the enumeration period or who are expected to return before the February 28, 1981 are eligible to be enumerated as members of the household concerned. So also, visitors who may be present in the household which is being enumerated by you and who have been away from their place of usual residence during the entire enumeration period will also be treated as residents of the household.

43.1. Thus, when you visit a household for the purpose of enumeration, you will enumerate the following persons :

(i) All those who normally stay and are present in that household during the entire period of enumeration, *i.e.*, from February 9 to February 28, 1981 (both days inclusive);

(ii) Also those who are known to be normally residing and had actually stayed during a part of the enumeration period (February 9—28, 1981) but are not present at the time of your visit;

(iii) Also those who are known to be normally residing and are not present at the time of your visit but are expected to return before February 28, 1981; and

(iv) Visitors who are present in the household censused by you and are away from the place(s) of their usual residence during the entire enumeration period. For the purpose of enumeration such visitors will be treated as normal residents of the household where they are actually found during the enumeration period provided they have not been enumerated elsewhere.

43.2. Please note that if a person has been away from his normal or usual place of residence throughout the enumeration period, he will not be eligible for enumeration as a member of the household in which he is a normal resident. He will be enumerated wherever he is actually found during the enumeration period. Similarly, a person who would have normally resided at another place but has been absent from that place for the entire enumeration period, will be enumerated by you if he is found in any household in your jurisdiction as a visitor. Such persons should, however, be cautioned that they should not get themselves enumerated again, in case they move from this place.

Col. I : Serial No.

44. This column relates to serial number and hardly calls for any explanation. However, in entering the members of the household in the Population Record it would be better if some system is followed. After entering the name and other particulars of the head of the household (columns 1—7), you should cover the near relations such as wife or husband of the head of the household, sons and daughters, each son's wife and children, each daughter's husband and children, then other relations such as brothers, sisters, mother, father, *etc.*, of the head of the household, then domestic servants, visitors, boarders if any, *etc.* Please see that all these persons must form part of the household and must be entitled to be enumerated in terms of the eligibility criteria spelt out in the various paragraphs. Such a system of listing and entering of particulars in the Population Record will ensure that omissions are avoided, particularly of small children. It will also help in cross-checking replies regarding age.

44.1. ONE WORD OF CAUTION—You must ask probing questions regarding relations such as unmarried sisters, parents, domestic servants and children. Otherwise, the head of the household may not indicate that there are such persons as memebrs of the household. *Please make repeated enquiries about infants and very young children because they are often liable to be left out of the count.*

Col. 2 : Name

45. Again, this question hardly calls for any explanation. The name of the person enumerated, starting with the head of the household, should be entered here. At this point you may please recall the provisions of Section 8(2) of the Census Act reproduced in paragraph 3.

45.1. Do not insist on the name of the female member of the household if the respondent does not volunteer to give it. Similarly, do not insist on a female respondent giving the name of her husband or of any other relation if by custom she is forbidden to do so. In the case of infants also some times the name may not be forthcoming. In all such cases it should suffice if in this column, you write so and so's wife or sister or mother or father or son or daughter as the case may be. It needs hardly any re-emphasis that the members of the household should be enumerated and entered in a systematic order as discussed above. In the case of an institutional household, there may be a non-resident 'Head'. He is not eligible to be enumerated as a member of this household.

45.2. Household Schedule form which contains Population Record would have been supplied to you in sufficient quantity. For each household you have to fill one form. Even if a form has been filled in for a one member household and there is enough space to enter particulars of another household you should not make further use of the form. You should take up a fresh form for each household. However, if in a large household there are more persons than what the Population Record form can accommodate, you should continue the entries on the next form, but do not forget to write the word "continued" on the top of the next Household Schedule and Population Record which you are using. The word "continued" should be written in capital letters and re-write the Location Code and Serial No. of the household in the second Household Schedule form also. Other entries in Part I of the second Household Schedule form need not be filled in such cases.

Col. 3 : Relationship to head (Indicate Serial No. of mother within brackets if present in the household for children upto 10 years)

46. In this column you will have to record the relationship to head in full. In the case of the head write 'Head'. For others write the full relationship. Do not use words like 'nephew', 'niece' or 'uncle', 'aunt' but state whether brother's or sister's son or daughter (for nephew or niece) or father's or mother's brother, father's or mother's sister's husband (for uncle), or father's or mother's sister or father's or mother's brother's wife (for aunt). Son or daughter will include adopted son or adopted daughter or step son/daughter. For brother-in-law, write wife's brother or sister's husband as the case may be. For grandson, write son's son or daughter's son as the case may be. In the case of visitors, boarders or domestic servants/cooks, *etc.*, who are enumerated as members of the household, write visitor, boarder or domestic servant/cook, as the case may be. In the case of an institutional household, however, all the members of the household should be treated as unrelated. It is possible that in a hostel, the resident superintendent's son or daughter also happens to be a boarder, while the superintendent himself/herself/is the head. Even here the relationship of his/her son/daughter should be recorded as unrelated, because it is an institutional household.

46.1. In the case of children of age 10 years and below, please enquire if the mother of the child is present in the household, *i.e.*, she is eligible for enumeration in this household and you have entered her name in column 2 of the Population Record and other particulars in columns 3 to 7. In such a case, please note serial number of the mother (column 1 gives her serial number) against the child's name in column 3 after 'relationship to head' within brackets. For purpose of this question, step mother or adopted mother will not be reckoned.

46.2. However, there may be cases, where the mother though alive has not been enumerated in this household because she was not present during the enumeration period and hence, not eligible to be enumerated here. Please note that in such cases, no attempt should be made to record her name here for the purpose of this question.

46.3. The following illustration will help you in understanding the instructions better :

Sl. No.	Name	Relationship to head	Sex		Age	Marital status
			M	F		
1	2	3	4	5	6	7
1.	Smt. ABC	Head		√	53	W
2.	Shri DEF	Son	√		32	M
3.	Smt. GHI	Son's wife		√	25	M
4.	Shri JKL and so on	Son's son (3)	√		5	NM

Cols. 4 & 5 : Sex

47. For males, put tick (√) in column 4 and for females put tick (√) in column 5 against the particular person. For eunuchs and hermaphrodites, put tick (√) under column 4. Verify with reference to the name and relationship to head recorded under columns 2 and 3 respectively that you have noted the sex correctly. It is obvious that there cannot be a tick in both columns 4 and 5 in the same line.

Col. 6 : Age

48. Record the age of the person in total years completed last birthday in the column. Very often

there is a tendency on the part of individuals to return 'years running' rather than the 'years completed'. Make sure that only the actual number of years completed is recorded.

48.1. In respect of infants who might not have completed one year by the day of enumeration, their age in completed years must be shown as '0', as they have not yet completed one year of age. As has been stated earlier make sure that infants even if one day old are invariably enumerated. You should not enter the age in months. The age of an infant who has not yet completed one year should invariably be noted as '0' only.

48.2. Age is one of the most important items of demographic data and you should ascertain the age with greatest care. Many persons, particularly in the rural areas often times do not give their age correctly. They should be assisted to state the correct age by stimulating their memory with reference to any historical event, *etc.*, well-known in the area. Sometimes the age can be ascertained with reference to the age of another person of a known age, who may be living in the same household or in the neighbouring household or that of a well known person of the village such as Headman of the village. A person can then easily say whether he was older or younger than such a person and by how many years. This will help you to record the age more precisely.

49. The advantage of recording all eligible members of the household in the Population Record columns 1 to 7 first should now be obvious to you. For, you will have an opportunity of checking the consistency of the age reported for each member of the household in relationship to the age of other members. In case of any doubt you can certainly check back with the respondent and ascertain correct age which should be recorded here.

50. Please recall the instructions which have been given under column 3—Relationship to head. You are required to indicate against the name of a child of age 10 years and below the serial number of the mother in brackets in column 3. When you find that the age of any child whose details you are entering in the Population Record is 10 years or below, please go back to column 3 to make sure that you have entered the serial number of the mother in brackets against the name of such a child, provided of course that the mother has also been enumerated as part of this household.

Col. 7 : Marital status

51. In answering this question use the following abbreviations :

NM	:	Never married;
M	:	Currently married;
W	:	Widowed;
S	:	Separated or divorced.

51.1. The entry is to be made in the manner indicated below.

(a) For a person who has never been married at any time before, write 'NM'.

(b) For a person currently married, whether for the first or another time and whose marriage is subsisting at the time of enumeration with the spouse living, write 'M'. Write 'M' also for persons who are recognised by custom or society as married and for the persons in stable *de facto* union. Even if a marriage is disputed in the locality, write 'M' if the person concerned says he or she is married or is in stable *de facto* union.

(c) For a widowed person whose husband or wife is dead, and who has not been married again, write 'W'.

(d) For a person who has been separated from wife or husband and is living apart with no apparent intention of living together again or who has been divorced either by decree of a law court or by an accepted social or religious custom but who has not remarried, write 'S'.

(e) For an independent woman return her marital status as declared by her.

51.2. This question must be answered for all persons irrespective of age. For very young children, though we may know that they are not married, the appropriate abbreviation must be entered.

51.3. 'M' is the abbreviation for 'currently married'. The word 'currently' does not mean 'recently'. It only means 'at present'. For example, a man may be 80 years old and may have been married 50 years ago, if his wife is still alive and the marriage subsists, they are 'currently married'.

51.4. The only conditions for the marital status to be reckoned as 'currently married' are that the man and woman are both alive and that their marriage subsists, *i.e.*, they are not divorced or separated. Please note that we are not concerned with the legality of a union.

52. Having filled in Part I—Household Particulars and columns 1 to 7 of Part II—Population Record, you are now set for taking up individual enumeration of all the members of the household listed in column 2 of the Population Record. Column 8 to column 35 of the Population Record are to be entered with reference to the entries made in the Individual Slip. The instructions for making the entries in column 8 to column 35 are given later, after the instructions on the Individual Slip (Paragraphs 163 to 179).

CHAPTER III

FILLING UP OF THE INDIVIDUAL SLIP (UNIVERSAL)

53. In paragraph 12 of this booklet, you have been told that you will be required to canvass the Household Schedule for each household and an Individual Slip, containing 16 questions with parts, for each individual in the household enumerated in your jurisdiction. If you are an enumerator in a sample area, 6 additional questions will have to be canvassed. The operations will be carried out in two stages, (a) enumeration during the period February 9, 1981 to February 28, 1981, and (b) revisional round between March 1, 1981 and March 5, 1981. You have also been told in paragraph 13 that the reference date for the 1981 Census will be the sunrise of March 1, 1981. In the same paragraph, instructions have been given as to how the revisional round should be conducted.

54. In paragraph 43 of this booklet, you have been told as to who are the persons to be enumerated in a particular household of your jurisdiction. The Instructions are briefly recapitulated below.

"Generally speaking, persons who are present in the household during the entire period of enumeration or who are known to be usual residents of the household and have stayed there for part of the enumeration period or who are expected to return before the February 28, 1981 are eligible to be enumerated as members of the household concerned. So also, visitors who may be present in the household which is being enumerated by you and who have been away from their place of usual residence during the entire enumeration period will also be treated as residents of the household.

Thus, when you visit a household for the purpose of enumeration, you will enumerate the following persons.

(i) All those who normally stay and are present in that household during the entire period of enumeration, *i.e.*, from February 9 to February 28, 1981 (both days inclusive);

(ii) Also those who are known to be normally residing and had actually stayed during a part of the enumeration period (February 9—28, 1981) but are not present at the time of your visit ;

(iii) Also those who are known to be normally residing and are not present at the time of your visit but are expected to return before February 28, 1981; and

(iv) Visitors who are present in the household censused by you and are away from the place(s) of their usual residence during the entire enumeration period. For the purpose of enumeration such visitors will be treated as normal residents of the household where they are actually found during the enumeration period provided they have not been enumerated elsewhere.

Please note that if a person has been away from his normal or usual place of residence throughout the enumeration period, he will not be eligible for enumeration as a member of the household in which he is a normal resident. He will be enumerated wherever he is actually found during the enumeration period. Similarly, a person who would have normally resided at another place but has been absent from that place for the entire enumeration period, will be enumerated by you if he is found in any household in your jurisdiction as a visitor. Such persons should, however, be cautioned that they should not get themselves enumerated again, in case they move from this place:"

55. In paragraph 42 of the booklet you have been told that columns 1 to 7 of the Population Record (Part II of the Household Schedule) should be filled up first before you take up the enumeration of the individual particulars of the household. In paragraphs 44 to 51, you have been told how columns 1 to 7 of the Population Record are to be filled. The concepts and definitions associated with each column have also been explained at appropriate places. You are now set for taking up the individual enumeration of all the members of the household listed in column 2 of the Population Record.

56. You will be required to fill up an Individual Slip (Universal) for each member of the household. If you are an enumerator of a sample block or you have been asked to canvass the sample questions also in your block, you will have to canvass the relevant questions contained in the Sample Slip which will be found on the reverse of the Individual Slip (Universal) for each person. The instructions for filling up the Individual Slip (Universal) are given hereafter. Those for filling up the Sample Slip will be given at the end of the instructions of the Individual Slip (Universal).

INDIVIDUAL SLIP (UNIVERSAL)

57. A specimen of the Individual Slip (Universal) is given on page 35. Please note that this

document is marked 'Confidential' which means that the particulars entered in this slip will have to be treated as confidential. Your attention at this stage is invited to the relevant provisions of the Census Act, 1948 reproduced under paragraph 3 of this booklet.

Pad No. and Slip No.

58. On the right hand top corner of the slip will be found Pad No. and Slip No. You will have to note the Pad No. on each slip of the pad. The Pad No. will have been indicated on the cover page of the pad supplied to you by your Charge Officer/ Supervisor. The Slip Nos. for each pad will run from 1 to 50 or 1 to 25, as the case may be. In some pads, the actual number of Individual Slips may, by mistake in binding, be a little more or little less. The last serial number in such pads will, therefore, vary accordingly. The idea is that every slip should be allotted the Pad No. already assigned by your Charge Officer as well as the distinct serial number on each slip in a sequence starting from 1.

Location Code

58.1. You will have to note the Location Code on each slip, as per instructions given in paragraph 18 of this booklet. Your Charge Officer or Supervisor would have already indicated to you the complete Location Code of the rural or urban block assigned to you and noted these particulars on the cover page of the pad. The Location Code consists of five elements, namely, State/Union Territory code, District code, Tehsil/Taluk/PS/Development Block/Circle or Town code, village or the ward code (each separated by oblique stroke) and enumeration block (EB) number within brackets. It is possible that the State, District and Charge code (Tehsil, *etc.,* or Town) would have been rubber-stamped on each slip of the pads supplied to you. In such cases, you will have to enter the remaining two elements, namely, village or ward and EB code. If, however, no such rubber-stamping has been done, you will have to write the full Location Code consisting of the aforesaid five elements, as given by your Charge Officer or Supervisor, on each Individual Slip. It is advisable to note the Location Code on each slip at home before starting actual enumeration, so that you do not waste your valuable time in the field in filling up the Location Code. Please note that the code for town is to be given in Roman numbers, while codes for all other units will be given in international numerals. For example, Location Code 2/10/3/46(138) would mean enumeration block No. 138 falling in village No. 46 in Tehsil No. 3 of District No. 10 in State No. 2. Similarly, Location Code 10/6/II/5(22) would mean enumeration block No. 22 falling in ward No. 5 of Town No. II in District No. 6 of State No. 10.

58.2. If by any chance, you have been put in charge of more than one enumeration block, *please make sure that you have separate pads for each enumeration block.* Do not use the same pad for different enumeration blocks even if blank forms are available in a particular pad.

58.3. Please note that the Location Code tallies with the Location Code indicated in the filled in Abridged Houselist and the Household Schedule on the basis of which you are enumerating the individuals in a particular household.

Sl. No. of Household

59. The serial number of the household as given in column 7 of the Abridged Houselist supplied to you will have been entered by you in the Household Schedule at the appropriate place. This number has to be entered on each slip of the members in relation to a particular household. It would be worthwhile your recalling the instructions given under paragraph 19 of this booklet at this stage.

Q. 1 : Name

60. This question hardly calls for any explanation. It is obvious that the name of each member of the household will have to be filled against this question on different slips. At this point, you will be well-advised to recall the instructions in paragraphs 44—45.

61. *Please remember that you have to fill in one Individual Slip for each member of the household recorded in column 2 of the Population Record. Please also remember to fill the slips relating to the members of the household in the sequence in which the names of the members of the household have been entered in column 2 of the Population Record.*

Q. 2 : Relationship to head

62. It will be noticed that enough space has been provided for writing the relationship to head. You should record the relationship to head in full. The instructions in this regard are given in paragraph 46 of this booklet, which may be read for refreshing your memory. In the case of the head of the household, write "Head". Please do not write anything in the dotted boxes.

Q. 3 : Male (1)/Female (2)

63. For male, write '1' and for female, write '2' in the box provided against this question. For eunuchs and hermaphrodites, write '1' in the box. Verify with reference to the name and relationship to head recorded under columns 2 and 3 respectively of the Population Record that you have noted the sex correctly.

Q. 4 : Age

64. Record the age of the person in total years completed last birthday in the rectangle provided against this question. The age should be recorded in international numerals. Very often, there is a tendency on the part of individuals to return 'years running' rather than 'years completed'. Make sure that only the actual number of years completed is recorded. In

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No.....

Slip No.....

Location Code..... ( ) Sl. No. of Household [ ]

1 Name.....

2 Relationship to head.....

3 Male (1)/Female (2).....

4 Age.....

5 Marital status.....

6 Mother tongue.....

7 Two other languages known.....

8 Religion.....

9 Whether S.C. (1) or S.T. (2).....

10 Name of caste/tribe.....

11 Literate (1)/Illiterate (2).....

12 Educational attainment.....

13 Attending school/college.Yes(1)/No(2).....

14A Worked any time at all last year ? Yes / No (H ST D R B I O).....

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2).....

15A Main activity last year ? Yes in 14B (C AL HHI OW) / No in 14B (H ST D R B I O).....

If HHI/OW in 15A

(i) Name of establishment.....

(ii) Description of work.....

(iii) Nature of industry, trade or service.....

(iv) Class of worker.....

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No / 14B No—Work done any time last year ? (C/AL/HHI OW).....

If HHI/OW in 15B

(i) Name of establishment.....

(ii) Description of work.....

(iii) Nature of industry, trade or service.....

(iv) Class of worker.....

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2).....

CENSUS OF INDIA 1981 INDIVIDUAL SLIP (Sample) CONFIDENTIAL

1 Birth place

(a) Place of birth .....

(b) Rural (1)/Urban (2) .....

(c) District .....

(d) State/Country .....

2 Last residence

(a) Place of last residence .....

(b) Rural (1)/Urban (2) .....

(c) District .....

(d) State/Country .....

3 Reasons for migration from place of last residence (Code)* .....

4 Duration of residence at the village or town of enumeration .....

5 For all ever-married women only

(a) Age at marriage .....

(b) Number of children surviving at present

Male ☐ Female ☐ Total ☐

(c) Number of children ever born alive

Male ☐ Female ☐ Total ☐

6 For currently married women only

Any child born alive during last one year .....

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

respect of infants who might not have completed one year by the day of enumeration, their age in completed years must be shown as '0' as they have not yet completed one year of age. Make sure that infants even if one day old are invariably enumerated. You should not enter the age in months. The age of an infant who has not yet completed one year should invariably be noted as '0' only. It will be useful to recall the instructions in paragraphs 48 to 50 of this booklet in this connection.

Q. 5 : Marital status

65. Instructions given under paragraph 51 of the booklet may be followed. You will have to use the following abbreviations in answering this question:

For Never-married,	write 'NM'
For Currently married,	write 'M'
For Widowed,	write 'W'
For Separated or divorced,	write 'S'

65.1. The entry as above will have to be made on the line and *not* in the dotted box.

NOTE : The entries in Questions 1 to 5 correspond to the entries in columns 2 to 7 of the Population Record and you will be well-advised to make a tally of the entries as and when you are filling up an Individual Slip for each of the members entered in column 2 of the Population Record.

Q. 6 : Mother tongue

66. Mother tongue is the language spoken in childhood by the person's mother to the person. If the mother died in infancy, the language mainly spoken in the person's home in childhood will be the mother tongue. In the case of infants and deaf mutes, the language usually spoken by the mother should be recorded. In case of doubt, the language mainly spoken in the household may be recorded.

66.1. Record mother tongue in full, whatever be the name of the language returned by the respondent and *do not use abbrevations*. Please note the following :

(a) You are not expected to determine if the language returned by a person is a dialect of another language,

(b) You should not try to establish any relationship between religion and mother tongue.

(c) You are bound to record the language as returned by the person as his mother tongue and you should not enter into any argument with him/her and try to record any language other than what is returned, and

(d) If you have reasons to suspect that in any area due to any organised movement, the mother tongue is not being truthfully returned, you should record the mother tongue as *actually* returned by the respondent and make a report to your supervisory officers for verification. *You are not authorised to make any correction on your own.*

66.2. The mother tongue as returned by the respondent should be recorded in full on the lines. You should *not* write any thing in the four dotted boxes provided against this question.

66.3. At this point, you may please recall the definition of a household as given in paragraph 10 of this booklet. Since a household may consist of persons related by blood or of unrelated persons or a mix of both, it is absolutely necessary to ask of every person about his mother tongue because the mother tongue of each member of a household need not necessarily be the same—these may be different for different persons in the household.

Q. 7 : Two other languages known

67. You have recorded the mother tongue in Question 6. Enquire whether the person knows any other languages, Indian or foreign, and write languages returned by him/her on the lines and *not* in the dotted boxes, against this question. In case he/she does not know any language apart from his/her mother tongue, put '×' on the line against this question.

67.1. The number of languages recorded under this question should not be more than *two*. These languages should be other than the mother tongue of the person enumerated and these should be recorded one after the other in the order in which the person speaks and understands them best and can use with understanding in communicating with others. The person need not necessarily be able to read and write these languages. It is enough if he/she has a working klonwledge of these two languages to enable him/her to converse in those languages with understanding. Please do not write anything in the dotted boxes.

Q. 8 : Religion

68. In answering this question, use the following abbreviations :

For Hindus,	write 'H'
For Muslims,	write 'M'
For Christians,	write 'C'
For Sikhs	write 'S'
For Buddhists,	write 'B'
For Jains,	write 'J'

For the others, record the actual religion as returned fully.

68.1. If the person says that he has no religion this answer may be recorded accordingly. Do not mistake religion for caste which will not be recorded here. You should also not try to establish any relationship between religion and mother tongue. Do not write any thing in the dotted boxes, but write on the line.

Q. 9 : Whether S.C. (1)/S.T. (2)

69. You have been furnished with a list of Scheduled Castes and Scheduled Tribes in relation to your State/Union Territory. Ascertain if the person enumerated belongs to a Scheduled Caste or a Scheduled Tribe and if he does, write '1' for Scheduled Caste and '2' for Scheduled Tribe in the box provided against this question. For a person who is not a member of any Scheduled Castes or Scheduled Tribes, put '×' in the box.

69.1. If the person belonging to a Scheduled Caste or a Scheduled Tribe returns his/her caste or tribe by a synonym or generic name of a caste or a tribe, it should be reckoned as Scheduled Caste or Scheduled Tribe only if the name finds place in the list furnished to you. Similarly, if the answer to this question is in general terms, like Harijan/Girijan or Achhut/Adivasi, you should not reckon the person enumerated as belonging to Scheduled Caste/Scheduled Tribe, as the case may be. In such a case, you should ascertain the name of the caste/tribe fully and if that name finds place in your list, you should reckon the person as belonging to Scheduled Caste or Scheduled Tribe, as the case may be. If a person is negligent and insists on calling himself/herself merely 'Harijan' or 'Achhut' or 'Adivasi' or 'Girijan', as the case may be, or repeats the synonym or generic name of a caste or tribe, please tell him/her that this description is not adequate for census purposes and persuade him/her to give the actual name of the Scheduled Caste or Scheduled Tribe. This may bring out the actual name of the Scheduled Caste or Scheduled Tribe, as the case may be, and record '1' or '2' in the box as may be applicable. If the person merely claims to be a Scheduled Caste or Scheduled Tribe, but says that he/she does not belong to any of the notified communities applicable to the area, as reflected in the list supplied to you, he/she will not be reckoned as belonging to a Scheduled Caste or a Scheduled Tribe.

69.2. Scheduled Castes can belong to Hindu or Sikh religion. If a person belongs to S.C., he/she will be either 'H' or 'S' in the answer to Question 8: Religion. Scheduled Tribes can belong to any religion.

Q. 10 : Name of caste/tribe

70. For the person recorded as a Scheduled Caste, *i.e.,* code '1' in the box against Question 9, write the name of the caste in full on the lines and *not* in the dotted boxes. For those for whom code '2' (that is S.T.) is recorded in the box against Question 9, write the name of the tribe in full on the lines and *not* in the dotted boxes.

70.1. Please check that the name of caste/tribe, as the case may be, appears in the list of Scheduled Castes/Scheduled Tribes supplied to you by your Charge Officer or Supervisor.

70.2. For those persons for whom '×' has been recorded against Question 9, there will be no entry in Question 10 and you should put a cross on the line.

Q. 11 : Literate (1)/Illiterate (2)

71. **Definition of a literate :** A person who can both read and write with understanding in any language is to be taken as literate. A person who can merely read but cannot write, is not literate. It is not necessary that a person who is literate should have received any formal education or should have passed any minimum educational standard.

71.1. For a person who is literate, *i.e.,* who can both read and write with understanding in any language write '1' in the box provided against this question. If there is any doubt about a person's ability to read or write, the test that may be applied for reading is his/her ability to read any portion of the printed matter in the Enumerator's Instruction Booklet (provided the person is familiar with the language used in the booklet) and similarly, for writing, he/she should be able to write a simple letter. Ability merely to sign one's name is not adequate to qualify a person as being able to write with understanding. If a person claims to be literate in some other language with which the enumerator is not acquainted, the respodent's word has to be taken as correct. Other members of the household may also be able to testify to the literacy of the person enumerated.

71.2. For a person who is illiterate, *i.e.,* who can neither read nor write or can merely read but cannot write in any language, write '2' in the box against this question. All children of the age of 4 years or less should be treated as illiterate even if the child is going to a school and may have picked up reading and writing a few odd words.

Q. 12 : Educational attainment

72. This question will be asked of only those who are literate and for whom '1' has been recorded against Question 11. For a person who is illiterate and for whom '2' has been recorded in the answer to Question 11, there is no question of ascertaining the educational attainment even if he/she had at some stage attended school and passed a standard and had relapsed into illiteracy. In such a case, you should put a dash (—). We are insisting that a dash (—) should be put if there is no educational attainment and *not* a cross (×), because we want to avoid confusion with 10th standard which a cross may signify. You will have to ascertain and record the highest educational level attained by a person for literates, *i.e.,* for whom '1' is recorded in answer to Question 11.

72.1. For a person who is still studying in a particular class, the highest educational level attained by him/her will be one that he/she has actually passed and *not* the one in which he/she is studying. For example, a person studying in 1st year B.A. should be recorded as only 'PUC' or 'Higher Secondary', as the case may be. Similarly, for a person studying, say in the 4th year of M.B.B.S., his/her educational attainment should be 3rd year of M.B.B.S., which is the highest level he/she has actually attained. You

must record the actual standard passed such as, III standard, VIII standard, 1st year B. Com., *etc.* However, if a person merely says that he/she has passed primary, middle, matriculation, school final, secondary or other definite levels, record him/her as such.

72.2. The highest educational level attained by the person enumerated should be recorded. When a person holds both general and technical qualifications both of which are of equivalent level or of varying levels such as B. Sc. (Zoology) and M.B.B.S. or B.A. (Maths.) and B.E. (Bachelor of Engineering), both the technical and general qualifications should be recorded against this question. In the case of pass courses, indicate the degree only.

72.3. In recording the educational level of a graduate or a post-graduate, the major subject such as B. Sc. (Maths.), M.A. (Economics), M. Sc. (Botany), B.Sc (Agriculture), *etc.*, should be noted. You should not use abbreviations which are not in common use. In such cases, the degree or diploma should be spelt out fully. For example, M.A. (Hindi) and Diploma in Library Science or M.A. (Soc.) and Diploma in Labour Relations. Adequate space has been provided in the slip and you are urged to record the qualification accurately and in sufficient detail. This information is vital for manpower planning and should receive your careful attention.

73. Whenever, you come across graduates or post-graduates as also those with a technical diploma or degree and those with certificates from the Industrial Training Institutes (ITI), you will have to issue to such persons 'Degree Holder and Technical Personnel Schedule' and ask the person(s) concerned to fill the schedule which will be collected by you during your revisional round between March 1 to 5, 1981. You will be supplied with adequate number of Degree Holder and Technical Personnel Schedules and you are urged to issue as many schedules as there might be graduates or post-graduates or technical diploma or degree holders in the household that you have enumerated. This information will be readily available when you have ascertained information regarding educational attainment against Question 12 of the Individual Slip. While issuing the Degree Holder and Technical Personnal Schedule for each eligible person in the household, you should note the Location Code on the schedule while issuing it. You should put a tick (√) against Question 12 of the person concerned for whom a Degree Holder and Technical Personnel Schedule has been issued. You will be required to furnish a statement giving the number of blank schedules issued to you, number of schedules issued to eligible persons, number of filled in schedules collected by you and number of blank schedules returned by you to your Supervisor. Therefore, it is necessary that you identify the persons with the help of a tick (√) against Question 12 of the person concerned for whom a schedule has been issued in order to give an accurate count of schedules issued to eligible persons. During your revisional round between March 1 and 5, 1981 about which instructions are given in this booklet, you must please collect all the filled in Degree Holder and Technical Personnel Schedules issued by you to the members of the households in your jurisdiction and hand them over to your Supervisor. While collecting the Degree Holder and Technical Personnel Schedule, you must put a reverse stroke (\) on the tick (√) against Question 12 of the individual concerned for whom you have put the tick, while issuing the schedule. When you do this, the marking will appear as (⊻) to signify that the filled in schedule in respect of that individual has been collected. If, however, any particular individual in a household says that he has not been able to find time to fill in the schedule, you may please request him to do so immediately and post it at the nearest post office or letter box. The individual may be told that he has to fold the form, paste and post it. No postage will be required as this will be paid by the addressee.

Q. 13 : Attending school/college, Yes (1)/No (2)

74. After you have recorded the answer to Question 12, you have further to ask whether the person whom you are enumerating is attending any school or college. If the answer is 'Yes', you have to record '1' in the box provided against this question. If the answer is 'No', you should record '2' in the box. *Please note that illiterates (code 2 against Question 11) can be found attending school.* Therefore, this question should be asked of all persons, including elderly men and women.

74.1. In recording answers to this question you are not required to ascertain whether the school/college being attended by the person enumerated is a recognised or unrecognised institution. The choice should be left to the respondent as to whether the person is attending school/college. Thus, if a person is receiving education through a correspondence course or attending some vocational course or attending the Adult Education Programmes and returns himself as attending school/college, he/she will be entered as such and code '1' will be recorded in the box against this question.

ECONOMIC QUESTIONS

75. In the 1981 Census we intend collecting information regarding the economic activity of the people in great detail so that those who use these data have the type of information they want. The economic questions consists of three parts, namely :

I Q. 14A Worked any time at all last year? Yes

No(H/ST/D/R/B/I/O)

Q.14B If yes in 14A, did you work for major part of last year? Yes(1)/No(2)

Yes in 14B(C/AL/HHI/OW)

II. Q.15A Main activity last year ?

No in 14B(H/ST/D/R/B/I/O)

14B Yes—Any other work any time last year?
Q. 15B Yes(C/AL/HHI/OW)/No

14B No—Work done any time last year?(C/AL/HH)/OW)

III Q. 16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2)

75.1. These questions must be canvassed for every person, irrespective of age or sex. *Every person must be asked Question 14A, including the very young or very old and the answer to this question must be filled in.* The other questions will have to be filled in the case of those to whom they are applicable. The instructions for filling these questions follow.

75.2. These questions are meant to get details of the work done by the people with reference to last year. We may, therefore, first consider what is meant by 'work' and what the 'reference period' is.

76. **Definition of work.**—Work may be defined as participation in any economically productive activity. Such participation may be physical or mental in nature. Work involves not only actual work but also effective supervision and direction of work.

77. **Reference period.**—In all the questions, the reference period is the one year preceding the date of enumeration. Certain types of work such as agriculture, household industry like, *gur* making, *etc.*, are carried on either throughout the year or only during certain seasons or parts of the year, depending on the local circumstances. In such cases what we are concerned with is the broad time-span of the agricultural seasons preceding the enumeration.

78. **Explanation.**—There should be no confusion regarding these questions. What we are trying to find out is the number of workers and since workers can be full-time workers or seasonal workers or marginal workers, it is necessary to collect data that will give us the correct picture. This is what Questions 14A and 14B and Questions 15A and 15B seek to do. The detailed explanation and instructions for each of these questions are given separately but it will be useful if we look at these together to understand their purpose better.

78.1. Question 14A seeks to find out if a person has done any work at all during the last year or whether he or she did not work at all and if it is the latter, how the person spent his/her time as a non-worker. Then Question 14B seeks to find out who among the persons returning 'Yes' in Question 14A had worked for the major part of the year. By major part of the year, it is intended to find out how many had worked for 183 days or more or in other words, worked for 6 months or more. Those who have worked for 183 days or more, will answer 'Yes' for Question 14B. For them code '1' has to be recorded in the box. But those who have worked for less than six months or 183 days will say 'No', and for them code '2' is to be recorded in the box for this question. Question 15A seeks to elicit information on the main activity of the workers in Question 14B, *i.e.*, those for whom '1' has been recorded in the box. It will also elicit information about the main activity of the 'marginal workers' covered in Question 14B, *i.e.*, those who have returned 'No' and for whom '2' has been recorded in the box against Question 14B.

78.2. The person may have worked for six months or 183 days or more in more than one activity. For example, he/she may have worked for 3 months in cultivation, one month in *gur* making and 3 months as an agricultural labourer. In Question 15A, he/she is required to indicate which of these three activities according to him/her was his/her main activity, *i.e.*, in which capacity he/she spent more time. In the instant case since the person has spent three months each in cultivation and as agricultural labourer the choice as to which of these two would be his/her main activity should be left to him/her. Those who have returned 'No' for Question 14B, *i.e.*, those who have worked for less than six months or 183 days during the last year and for whom code '2' has been recorded in the box will have to state whether according to them, they were engaged mainly in household duties, or as student, or dependent or as retired person, rentier, or beggar or inmates of institutions, and if not in any of these categories, the person(s) should be put under 'Others' in Question 15A.

78.3. In Question 15B, details of secondary work or marginal work are sought to be obtained. Those who have worked for the major part of the year, *i.e.*, those for whom '1' has been recorded in the box against Question 14B, may have had secondary work and this should be entered in Question 15B. Those who have not worked for the major part of the year and for whom code '2' has been recorded in the box against Question 14B, must have done some marginal work and these details will be entered in Question 15B. It is important that probing questions are asked to elicit correct information in this question.

78.4. In Question 16, it is proposed to ask all persons returning 'No' in Question 14A, *i.e.* H/ST/D/R/B/I/O in Question 14A or 'No' in Question 14B, *i.e.*, code '2' in Question 14B, whether he or she has been seeking work or is available for work.

78.5. It will thus be seen that these questions on economic aspects have been so designed as to identify all the workers, regular or seasonal, and non-workers with reference to the activities during the last one year prior to the date of enumeration. It is very important to remember that the period referred to in Questions 14A, 14B, 15A and 15B is one year preceding the enumeration. Thus, if in some areas, a person has been a cultivator or an agricultural labourer, or has worked in an industry, *etc.*, only in one season, *i.e.*, less than 6 months/183 days, he/she is not to be treated as a worker for Question 14B. His/her economic activity will be reflected in Question 15B. Thus, all those returning 'Yes' in Question 14A must be netted as 'Yes' in Question 14B or in Question 15B or both.

79. Certain important points that need special emphasis are the following and these should be kept in mind :

(i) A person who normally works but has been absent from work during the reference period on account of illness, holiday, temporary closure, strike, etc., must be treated

as engaged in the work he/she would otherwise have been doing but for his/her temporary absence.

(ii) Persons under training such as apprentices, with or without stipends or wages, should be treated as workers.

(iii) A person who has merely been offered work but has not actually joined yet, should not be treated as engaged in this work.

(iv) A man or woman who is engaged primarily in household duties such as cooking for own household or performing one's own household duties or a boy or a girl who is primarily a student, even if such a person helps in the family economic activity but not as a full time worker should not be treated as a worker for Question 14B even though he or she may be recorded as 'Yes' in Question 14A. On the other hand, if a person is primarily engaged in some economic activity for major part of the year but at the same time does also attend to some household chores or attends a night school, *etc.*, he or she would be treated basically as a worker for Question 14B and categorised suitably in Question 15A.

(v) A person, who merely receives an income, such as a rent receiver or a pensioner who does not have to work for receiving the income, will not be treated as economically active unless the person is also engaged for some part of the year in some economic activity. Similarly, beggars, pensioners, receivers of agricultural or non-agricultural royalty or of rents or dividends who may be earning an income but who are not participating in any productive work should not be treated as working unless they also work in cultivation, industry, trade, profession, business or commerce.

(vi) An adult woman who is engaged in household duties but doing no other productive work to augment the family's resources should not be considered as working for purpose of this question. If, however, in addition to her household work she engages herself in work, such as rice pounding for sale or wages, or in domestic services for wages for others or minding cattle for wages or selling firewood or making and selling cowdung cakes or grass, *etc.*, or any other work like cultivation, *etc.*, she should be treated as working under Question 14A.

(vii) A man or a woman who is doing household duties may be producing or making something *only* for the domestic consumption of the household and not for sale. Such a person is not a worker, even though from his or her point of view the activity is productive.

(viii) For an undertrial prisoner enumerated in a jail, he/she should be recorded for the work he/she was doing before he/she was apprehended. Similarly, for a person temporarily in a hospital or similar institution he/she should be recorded for the kind of work he/she was doing before he/she was admitted into hospital or institution. But for a convict in a prison or for long-term inmates of penal or charitable or mental institutions, the person's previous work should not be recorded, but 'I' should be recorded. A question arises as to what should be deemed to be long-term. For census purposes, inmates of penal or charitable or mental institutions if detained for 6 months or more should be recorded as 'I'.

(ix) A full-time public or social service worker who is actively engaged in public service activity or a full-time political worker who is also actively engaged in furthering the political activity of his/her party will be recorded as a worker and entered accordingly. Such persons will include memebrs of Parliament, State Legislatures, Local authorities, *etc.*

80. Each of the economic questions can now be considered in detail. *Please study these instructions carefully. It will help if you read the general introduction given above and those that follow more than once so that the concepts and the scope of the questions are familiar to you.*

Q. 14A : Worked any time at all last year? Yes / No (H/ST/D/R/B/I/O)

81. This question is intended to divide the population into two broad streams on the basis of a liberal definition of work. The reference period is one year. This question is expected to net all workers irrespective of the amount of time they have spent on work. In other words, this question will find out the number of all workers which will include full-time workers, part-time workers, marginal workers and even workers whose contribution would otherwise be considered insignificant.

82. The reference period is one year and this includes the agricultural seasons also. A person may have worked as a cultivator or as an agricultural labourer throughout the year or in some season such as only *kharif* or *rabi*, or only for a few days. In all these cases this person has worked at some time in the year and the answer to this question should be 'Yes'. 'Yes' should be written on the line and *not* in the dotted box. One may have been a cultivator, an agricultural labourer, or engaged in a household industry or any other work. The definitions of these terms are given later, but the important point is that we are determining the fact that one has done some work some time during the last one year.

83. Obviously, probing questions will have to be asked specially in the case of those who are not regular workers. *It is particularly important to ask such probing questions regarding the work done at any time last year or any of the seasons in the reference period in the case of women and children in the rural areas.* Women and children in the rural areas work in the fields in the sowing, harvesting or other seasons and this may be on their own land or as labourers on someone else's land. This is usually seasonal work only, while they run the house and do all the household work. Unless questions are asked about such work, the usual answer may be that they do only household work.

84. It must be remembered that a man or a woman who is doing only household duties or making something only for domestic consumption (and *not* for sale) is not doing any work in census terminology. It is true that a housewife may be working harder than the others in the home because she has to cook, look after the children, run the house, *etc.*, but for the purposes of census, she is not a worker.

85. In this question every worker (even marginal workers) will be identified and in their cases the answer will be 'Yes'. You must enquire regarding each person that you enumerate, whether he or she has worked any time at all during the last year. Even if the person has worked only for a few days, you have to record him/her as 'Yes', against this question.

86. If the individual has not worked at all during the last year, the answer will be 'No'. Then ascertain how he or she spent his or her time and record 'H' or 'ST' or 'D' or 'R' or 'B' or 'I' or 'O', as the case may be, below the line against this question.

87. In Question 14A, we are trying to find out whether a person has worked any time or has been a non-worker throughout. If he or she is a non-worker throughout, the category has also to be ascertained which is as follows :

(i) Household duties	H
(ii) Students	ST
(iii) Dependents	D
(iv) Retired persons or rentiers . . .	R
(v) Beggars, *etc.*	B
(vi) Inmates of institutions	I
(vii) Other non-workers	O

The symbols which should be used to indicate these catgories are also shown above against each category.

88. The definitions of the seven categories of non-workers are given in the following paragraphs.

88.1. **Household duties—H.**—This covers all persons who are engaged in unpaid home duties and who do no other work or have not done any work at all during the last one year. Such persons should be entered as 'H'.

88.2. If a person who normally attends to household duties is also engaged in some economic activity, then he or she is a worker for the purposes of Question 14A and not a non-worker. For example, a housewife may help in family cultivation or agriculture or make and sell cowdung cakes at odd times, or prepare *papad, achar, etc,* and sell them. She is a worker and should be recorded as 'Yes' in Question 14A though she is mainly a housewife. On the other hand, a woman may be working in a factory or office or as a labourer or cultivator and may also be attending to household duties. Such a person is of course a worker and will be categorised appropriately in Question 15A later, and she will be recorded as 'Yes' in Question 14A.

88.3. It will be necessary for you to ask probing questions, particularly in the case of women, to find out if they have any economic activity, even if it is marginal, apart from household duties. If they have, they would be workers for the purposes of Question 14A, but the fact that they are mainly engaged in household duties will be reflected in Questions 14B and 15A as we will see later.

89. **Students—ST.**—This will cover all full-time students and children attending school. For student, write 'ST'.

89.1. If a student participates in some economically productive work, say by helping sometimes as an unpaid family worker in family cultivation, or in household industry, trade or business, such student should be treated as a worker for the purposes of Question 14A *and not as a student.* In such cases, even though such a person is no doubt mainly a student, he or she is a worker for the purposes of Question 14A. The fact that such a person is mainly a student, will be reflected in Questions 14B and 15A, as we shall see later.

89.2. Please note that a person has to be a full-time student for being classified as 'ST' in Question 14A. For example, a person who is mainly attending to household duties but taking a correspondence course or attending part-time classes will not be classified as 'ST' but would be 'H' in Question 14A.

89.3. Please do not presume that a person does not do any work because he is a student. It is very important to ask probing questions from students so as to net marginal workers.

89.4. Please note that in most houses, the daughters help in the household work though they are studying full-time. In such cases, we are more interested in finding out if they are students and for this purpose you must ask if such girls are students or not. If they are, they should be recorded as 'ST' and *not* as 'H'.

90. **Dependents—D.**—This category includes all dependents such as infants or children *not* attending school or a person permanently disabled from work because of illness or old age.

90.1. Dependents will include even able-bodied persons who cannot be categorised in any other category of non-worker but are dependent on others. However, if such a person who is dependent on others for subsistence is seeking work, he or she should be categorised as 'O'.

90.2. If a girl or an old woman attends to household duties she should be categorised as 'H' rather than 'D'. As you are aware, many persons may be dependents in the general sense of the word but are also doing household work, studying or looking for work. In such cases, they should be entered as 'H', 'ST' or 'O' as the case may be, and *not* as 'D'. It is, therefore, necessary for you to ask whether a person who is said to be a dependent is studying or looking for work, *etc.*, and if so, categorise him or her accordingly rather than as 'D'. Such persons would particularly include unemployed daughters, sisters, brothers, *etc.*

91. **Retired persons or Rentiers—R.**—A person who has retired from service and is doing no other work, *i.e.*, not employed again in some full-time work or not engaged in some other work such as cultivation, business, trade, *etc.* or a person who is a rentier or living on agricultural or non-agricultural royalty, rent or dividend, or any other person of independent means for securing which he/she does not have to work, will come under this category. 'R' should be noted for a person coming under this category in the space provided.

91.1. However, in such cases also a careful probe is necessary. A retired person may be drawing pension and be doing some work, as for example, a retired engineer may be working as a contractor. In such cases, he/she is a worker and should be entered as such.

92. **Beggars, etc.—B.**—This will cover beggars, vagrants or cases such as persons without indication of source of income and those with unspecified sources of subsistence who are not engaged in any economically productive work.

92.1. For such persons, 'B' should be written in the space provided.

93. **Inmates of institutions—I.**—This will cover convicts in jails or inmates of a penal, mental or charitable institution, even if such persons are compelled to do some work such as carpentry, carpet weaving, vegetable growing, *etc.*, in such institutions. But an undertrial prisoner enumerated in a jail should be recorded for the work he/she was doing before he/she was apprehended. Similarly, a person temporarily in a hospital or similar institution should be recorded for the kind of work he/she was doing before he/she was admitted into the hospital or institution. But for a long-term undertrial prisoner or convict in a prison or for long-term inmates of penal or charitable or mental institutions, the person's previous work should *not* be recorded, but 'I' should be recorded. A person will be considered as "long-term" if he or she is in such an institution for 6 months or more.

94. **Other non-workers—O.**—This will include all non-workers who may not come under any of the above *six categories* but who are looking for work. They should be noted as 'O' in the space provided. A boy or girl who has completed education or has stopped studying and is looking for work will come under this category. A person who is merely spending his/her time at home as a dependent and is not doing any work and is not seeking any work will come under 'D' rather than 'O'. A person irrespestive of age and whether educated or not, if he or she reports that he or she is not engaged in any other activity *but is seeking work* will come under this category.

94.1. It must be noted that this category includes only those who do not fall into any of the other categories of non-workers discussed earlier. There may be cases of students who may be seeking work and quite prepared to give up studies if they got a job. Such persons are students (ST) for Question 14A. The fact that they are seeking jobs will be reflected in Question 16. Thus, category 'O' need not necessarily represent all those who are seeking work.

Q. 14B : If yes in 14A, did you work for major part of last year ? Yes (1)/No (2)

95. As mentioned earlier, through Question 14A you have classified all people into two broad streams of workers and non-workers. In doing so, workers would include all those who have worked irrespective of the quantum of their contribution to the economy. Even marginal workers are categorised as workers in Question 14A.

95.1. Having found out that the person had worked any time at all during the last year (Yes in 14A), you have now to ascertain whether the person worked for the major part of last year. By major part of last year, is meant that the person had worked for 183 days or more, or in other words worked for six months or more. If the answer to this question is in the affirmative you should record '1' in the box against Question 14B. If the person has worked for less than six months or 183 days during the last year, you should record '2' for that person in this question.

95.2. A person may have worked in different capacities during last year. For example, he/she may have worked as a daily wage labourer for 4 months, as an agricultural labourer for 1 month and as a cultivator for 2 months. There could even be breaks in between the different types of work performed by him/her. In computing whether the person worked for major part of the year, you should reckon all the three spells of economic activity and if it satisfies the concept of work for major part of the year, treat him/her as 'Yes' for Question 14B and record '1' in the box. Similary if the total period of work falls short of six months or 183 days, treat him/her as 'No' and record '2' in the box for that person.

Q. 15A : Main activity last year ?

Yes in 14B (C/AL/HHI/OW

No in 14B (H/ST/D/R/B/I/O)

96. In Question 14B you would have ascertained whether a person had worked for major part of the year or not. Now in Question 15A, you will be required to ascertain his or her main activity during last year. That is to say how he or she engaged himself or herself mostly. Main activity of a person who was engaged in more than one activity will be reckoned in terms of time disposition. For example, if a person has worked as a daily wage labourer for 4 months, as an agricultural labourer for 1 month and as cultivator for 2 months and for him/her, you have recorded '1' in the box against question 14B, then that person will be reckoned as daily wage labourer for Question 15A and you will record 'OW' on the line (and *not* in the box), since he/she spent more time in this activity than as a cultivator or agricultural labourer. Similarly, for a person for whom you have recorded '2' in the box in Question 14B, you should ascertain how he or she spent his/her time mostly as a non-worker and record the appropriate symbol below the line in the space provided and *not* in the box.

97. The main activity of workers is classified into four categories, *viz.*, cultivator, agricultural labourer, household industry, and other work. These terms are explained below.

98. **Cultivator.**—For purposes of the census a either as employer, single worker or family worker in person is working as cultivator if he or she is engaged cultivation of land owned or held from Government or held from private persons or institutions for payment in money, kind or share. Cultivation includes supervision or direction of cultivation.

98.1. A person who has given out his/her land to another person or persons for cultivation for money, kind or share of crop and who does not even supervise or direct cultivation of land, will not be treated as cultivator. Similarly, a person working in another person's land for wages in cash or kind or a combination of both (agricultural labourer) will not be treated as cultivator in this question.

98.2. Cultivation involves ploughing, sowing and harvesting and production of cereals and millet crops such as wheat, paddy, jowar, bajra, ragi, *etc.*, and other crops such as sugarcane, ground-nuts, tapioca, *etc.*, and pulses, raw jute and kindred fibre crop, cotton, *etc.*, and *does not* include fruit growing, vegetable growing or keeping orchards or groves or working of plantations like tea, coffee, rubber, cinchona and other medicinal plantations. For a person who is a cultivator, write 'C' in the space provided.

99. **Agricultural labourer.**—A person who works in another person's land for wages in money, kind or share should be regarded as an agricultural labourer. He or she has no risk in the cultivation but he/she merely works in another person's land for wages. An agricultural labourer has no right of lease or contract on land on which he/she works.

99.1. For a person who returns his/her economic activity as agricultural labourer, write 'AL' in the space provided.

100. **Important.**—For certain reasons, the growing of certain crops is not considered as agriculture. If a person is engaged in the growing of such crops he or she will *not* be considered as a cultivator or agricultural labourer.

100.1. You must remember that a person can be classified as a cultivator or as an agricultural labourer *only on the basis of the crops grown.* The growing of the following crops is considered as cultivation. Therefore, a person who grows these crops or who works on land on which these crops are grown can be classified either as a cultivator or an agricultural labourer as the case may be.

(i) **Cereal and millet crops.**—Paddy, wheat, jowar, bajra, maize, ragi, barley, gram, *etc.*

(ii) **Pulses.**—Arhar, moong, masur, urd, khesari, *etc.*

(iii) **Fibre crops.**—Raw cotton, jute, mesta, sunhemp and kindred fibre crops.

(iv) **Oil seeds.**—Sesamum, ground-nut, rape, mustard, linseed, castor, *etc.*

(v) **Cash crops.**—Sugarcane.

The growing of the following crops *will not be considered as cultivation :*

(i) **Plantation crops.**—Tea, coffee, rubber, tobacco, pepper, cardamom, *etc.*

(ii) **Edible nuts (other than ground-nut).**—Walnut, almond, cashewnut, *etc.*

(iii) **Fruits.**—Bananas, apples, grapes, mangoes, oranges, *etc.*

(iv) Coconut.

(v) Ganja, cinchona, opium and medicinal plants.

(vi) Betal-nuts (areca)

(vii) Flowers.

(viii) Roots and tubers, chillies and spices (other than pepper and cardamom).

(ix) Vegetables.

(x) Other crops not specifically included under cultivation.

101. Please remember that you must use the abbreviations given in the instructions, namely, 'C' or 'AL'. It will be evident that you will have to ask a specific question regarding the crops grown in all cases where one merely says he/she is a cultivator or an agricultural labourer.

102. **Household Industry.**—For a person who returns his/her main activity as engaged in some production, processing, servicing or repair of articles or goods such as handloom weaving, dyeing, carpentry, *bidi* rolling, pottery manufacture, bicycle repairing, blacksmithy, tailoring, *etc.*, it has to be ascertained if it is a household industry, and if so, it should be indicated by the abbreviation 'HHI' in the space provided.

102.1. Household Industry is defined as an industry conducted by the head of the household himself/herself and or by the members of the household at home or within the village in rural areas and only within the precincts of the house where the household lives in urban areas. The larger proportion of workers in a household industry should consist of members of the household including the head. The industry should not be run on the scale of a registered factory which would qualify or has to be registered under the Indian Factories Act.

102.2. There may be an industry which is being run by a large joint family of more than 10 persons and where power is used or more than 20 persons where power is not used. In such cases, though only family members are involved, this will not be treated as 'HHI'. Thus, the meaning of the term 'run on the sacle of a registered factory' refers to such cases even if these are not registered as such.

102.3. The main criterion of a Household Industry is the participation of one or more members of a household. This criterion will apply in urban areas too. Even if the industry is not actually located at home in rural areas there is greater possibility of the members of the household participating even if it is located anywhere within the village limits. In the urban areas where organised industry takes greater prominence, the Household Industry should be confined to the precincts of the house where the participants live. In urban areas even if the members of the household by themselves run an industry but at a place away from the precincts of their home, it will not be considered a Household Industry. It should be located within the precincts of the house where the members live in the case of urban areas.

102.4. A Household Industry should relate to production, processing, servicing, repairing or making and selling (but not merely selling) of goods. It does not include professions such as a Pleader or Doctor or Barber, Musician, Dancer, Watrman, *Dhobi,* Astrologer, *etc.*, or merely trade or business, even if such professions, trade or services are run at home by members of the household. A list of a few typical Household Industries is appended to these instructions at Appendix II.

102.5. Sometimes it is likely that the person who may not be working in his/her own Household Industry may be working in another Household Industry. You should, therefore, enquire whether the person who is not working in his/her own Household Industry is working in any other Household Industry and record as per instructions given above.

102.6. As mentioned earlier. a Household Industry should relate to production, processing, servicing, repairing, or making and selling of goods. However, a household can be engaged in certain other activities collectively but these may not qualify for being considered as Household Industries.

102.7. Certain activities even though conducted by members of the same household will not constitute a Household Industry. These are indicated below and therefore the members of the family working in such industries will be classified as 'OW' and *not* 'HHI'.

(i) Plantation work.

(ii) Livestock maintenance and production such as cattle, goats, sheep breeding, poultry farms, bee-keeping, rearing of silk worm and production of cocoons and *raw silk,* production of milk, eggs, honey, wax, bones, *etc.*

(iii) Hunting, trapping and selling of the catch.

(iv) Forestry and logging : log, fuel, charcoal production, gathering and selling of fodder and other forest produce, *etc.*

(v) Fishing including rearing of fish, collection of pearls, shells, sea products, *etc.*

(iv) Mining and quarrying.

102.8. In our country Household Industry is a very important part of our economy. We must get accurate data regarding those engaged in 'HHI'. You must carefully read these instructions and understand them. The main points are again indicated below.

'HHI' stands for worker in Household Industry. The main characteristics of the Household Industry are the following :

(a) One or more members of the household must participate. Participation by hired labour must be minimum.

(b) The activity should relate to some production, processing, servicing, repairing or making and selling of goods.

(c) The goods produced should not be for consumption by the household itself but should be wholly or partly for sale.

(d) In an urban area the industry must be carried on *in the precincts of the house in which the household lives.* In the rural areas, the industry may be anywhere within the limits of the village.

(e) The activity should not be on the scale of a Registered Factory.

(f) Professions such as those practised by Pleader, Doctor, Barber, Musician, Dancer, *Dhobi,* Astrologer, *etc.,* will not be 'HHI'.

103. **Other workers.**—All workers, *i.e.,* those who have been engaged in some economic activity during the last one year, who are not cultivators or agricultural labourers or in Household Industry, are 'Other Workers'—'OW'. The type of workers that come under this category of 'OW' include factory workers, plantation workers, those in trade, commerce, business, transport, mining, construction, political or social work, all government servants, municipal employees, teachers, priests, entertainment artists, *etc.* In effect, all those who work in any field of economic activity other than cultivator, agricultural labourer or household industry, are 'Other Workers'. They will be entered as 'OW'.

103.1. You will recall that it was mentioned that the growing of certain crops is not agriculture. Please see paragraph 100.1. Those engaged in this activity would have to be classified as 'OW'.

Q. 15A—Further explanation

104. In Question 15A we are trying to find out what a person's main activity is. You will see that if a person is recorded as a worker in Question 14A but has not worked for the major part of the year, the answer in Question 14B would be 'No', *i.e.,* for him/her you would have recorded '2' in the box against Question 14B. In such a case, you must find out what such a person has been doing mostly. He or she may have mainly been doing household duties, or studying, or being a dependent or rentier or beggar or lodged in an institution or may fall under the category 'O' described earlier. In any case, even for these persons, we are interested in finding out their work details, though this may not be what they were mostly doing. The work details will be obtained through Question 15B, as we will see later where the marginal or secondary work of a person is netted.

104.1. Question 15A gives information about all workers on the basis of what they have been doing mostly.

104.2. If in reply to Question 14A a person has said that he/she has worked any time at all in the last one year (or season) you would have entered him or her as 'Yes' against Question 14A. What you have now to do is to find out if this is what this person did or does mostly, *i.e.,* whether it is his or her main work, on which the greater part of his/her time is spent. You do this in Question 14B, where you ascertain whether the person has worked for major part of the year, *i.e.,* for six months or 183 days or more or less than six months or the 183 days. In the latter case you have recorded code '2' in the box against Question 14B. At this stage you may recall the instructions given under Question 15A (Paragraph 96) where it has been stated that the person may have been engaged in more than one activity and for the purposes of Question 15A, his/her main activity has been identified. In such a case his/her secondary work will be reflected in Question 15B, as we will see later. Similarly, such persons who are identified as non-workers for their main activity in Question 15A as H/ST/D/B/R/I/O will give details of their marginal work (on the basis of which they were recorded as 'Yes' in Question 14A) will be reflected in Question 15B.

104.3. What is meant by main activity or the work that a person has been doing mostly can be easily understood from the following examples :

(a) A person is a cultivator (C) but during the non-agricultural season works as a construction worker or as a *hamali* (OW). He/she is a cultivator mainly and next 'other worker'. He/she should be recorded as 'C' in Question 15A and 'OW' in Question 15B.

(b) A housewife (H), is generally engaged in running her household but works on the family land during the sowing or harvesting season (C). She is mainly engaged in household duties and should be recorded as 'H' for Question 15A and as 'C' for Question 15B. In this example, if she works as an agricultural labourer or in a Household Industry, she would be 'AL' or 'HHI', as the case may be, for Question 15B.

(c) A person may be mainly an agricultural labourer (AL) but may have worked in a Khandsari sugar factory during the lean season (OW). He would be 'AL' for Question 15A and 'OW' for Question 15B.

(d) A student (ST) may be working for a few hours in a shop to earn some money for fees, *etc.* (OW). He/she is mainly 'ST' for Question 15A and 'OW' for Question 15B.

(e) A person who is mainly a cultivator (C) also keeps cows and sells the milk. He/she would be entered as 'C' in Question 15A and 'OW' in Question 15B.

These examples will help you to understand the concepts better.

105. In the case of those who are mainly engaged in Household Industry (HHI) or as other workers (OW), certain details should be collected regarding name of establishment, description of work, nature of industry, trade, profession or service, and class of worker. These details will have to be filled in Question 15A (i) to 15A (iv).

105.1. As you will see from the question itself, these parts are applicable to persons for whom you have recorded 'HHI' or 'OW' against Question 15A. If the economic activity has been shown as 'C' or 'AL' against Question 15A, there is no need to fill in the sub-sections (i) to (iv) of this question. Similarly, if an individual has been recorded as 'No' against Question 14B, *i.e.,* code '2' has been recorded in the box against Question 14B and H/ST/D/

R/B/I/O, as the case may be, has been recorded in Question 15A, sub-sections (i) to (iv) will not apply. In such cases a cross (×) may be put on each of the lines against these sub-sections.

Q. 15A(i) : Name of establishment

106. Record here the name of the factory, firm, workshop, business house, company, shop, office, *etc.* In respect of public offices you should clearly indicate whether they are Central or State Government or local body offices, *etc.* If the establishment does not have any definite name such as, in the case of a household industry, like hand pounding of rice, *gur* making, handloom weaving, potter's house, blacksmithy, *etc.*, enter the proprietor's name and the type of shop so that if necessary a link can be established between the various sub-sections of this question. For example, instead of 'No particular name' the entry could read as 'Babulal's Paint shop', *etc.* For defence and other similar personnel as may be indicated to you, put a cross (×) on the line.

Q. 15A(ii) : Description of work

107. Under this question, the description of the actual work, *i.e.,* the occupation that the person enumerated is doing is to be recorded irrespective of the type of industry, trade, profession or service that he/she may be working in and which is to be recorded under sub-section (iii) of Question 15A.

107.1. His/her actual work or occupation should always be given in sufficient detail. If, for example, a person is merely recorded as 'clerk' with no other details, it will be impossible to properly categories him/her by the type of work he/she does. He/she may be a clerk attending to correspondence or bookkeeping or accounting. Similarly, if a person were merely to be recorded as a technician, it will not help to determine what type of technician/mechanic he/she is, whether computer-technician or a meter-mechanic or a locomotive-mechanic, *etc.* The description of the actual work done by a person should be ascertained in adequate detail and recorded against this question. Similarly, in a trading establishment there could be a proprietor, cashier, bookkeeper, salesman, *etc.*

107.2. It is necessary to describe the actual occupation adequately. It is not enough to say that one is a Government official. Whether one is a Bill-clerk or Section Officer, Tehsildar, Police Chowkidar or Research Officer, *etc.*, has to be spelt out. There may be Assistant Directors, Deputy Directors, *etc.*, doing different functions. It is necessary to describe the occupation adequately in their case for proper classification, *e.g.,* Assistant Director (Agriculture), Assistant Director (Soil Conservation), Senior Research Officer (Vital Statistics), Deputy Director (Health), Sub-Inspector (Excise), Treasury Officer, Village Officer (Revenue), Panchayat Secretary, Malaria Control Officer, Traffic Inspector (Transport Department), *etc.*

107.3. To guide you in answering Question 15A (ii), the type of particulars that need to be ascertained in respect of a few typical occupations are given in Appendix III.

107.4. Appendix III is by no means exhaustive. This just helps in bringing home the need to ascertain the full details of the particulars of work performed by an individual for being recorded against Question 15A(ii).

107.5. It has been found in the past that a very large number of persons are recorded merely as 'general labourers'. It is necessary to make a probe and find out in which type of work the person is mostly engaged as a labourer, such as a road mazdoor, a loader or an unloader in a market, a construction labourer, *etc.*

107.6. For those in defence and similar service, it is enough if it is merely noted as 'Service'. Other details need not be given. For other Government servants full details must be given and the description of the work should be as detailed as possible.

Q. 15A (iii) : Nature of industry, trade or service

108. The answer to this question will have to be given in detail to enable proper classification of the sector of economy in which the person is working. The sector of economy in which a person works may relate to (i) Plantation, Forestry, Fishing, Livestock, *etc.,* (ii) Mining and/or Quarrying, (iii) Manufacturing, Processing, Servicing and Repairing (iv) Construction, (v) Electricity, Gas or Water Supply, (vi) Transport and Communications, (vii) Trade and Commerce, (viii) Professions and Services. In order to enable us to classify a person properly, full details of the nature of the industry, trade, profession or service should be given. Please avoid vague answers. Full details of the type of industry, trade, profession or service in which the person is engaged will have to be recorded here. It is not enough to say 'plantation' or 'livestock'. You should say whether it is tea plantation or banana plantation or sheep rearing or cattle breeding. Similarly, it is not enough to say 'manufacturing'. You should say whether it is manufacturing of cotton textile in handloom or manufacturing *Khadi* textile or manufacturing silk textile. Likewise mere 'trade' is not enough. It should be recorded as wholesale trading in food grains or pulses or retail trading in spices or grocery and so on. For defence and similar personnel, write 'Service'.

108.1. To help you to appreciate the details that may have to be furnished to classify the economic activity appropriately, illustrative description of various economic activities are furnished in Appendix IV, categorised under certain broad classifications. It should, however, be noted that the list in Appendix IV is by no means exhaustive. You must describe the nature of industry, profession, trade or service or whatever it is, in as detailed a manner as possible. In the case of industries, the articles which are produced or serviced or processed should be

given: In the case of service, please describe fully the nature of the service to which the person belongs, except in the case of defence or similar other personnel.

109. **Important.**—There need be no confusion as to the scope of Questions 15A(ii) and 15A(iii). Question 15A(iii) would represent the nature of industry, trade, profession or service, *i.e.,* the sector of economy in which a person is engaged in work and Question 15A (ii) represents the occupation or the actual work the person performs in the industry, trade, profession or service in which he/she is engaged. Thus, for example, if the answer to Question 15A (iii) is 'cotton textile manufacture in mill', the answer to Question 15A (ii) could be 'chemical engineer' or 'bill clerk' or 'accountant' or 'labourer' or 'truck driver' or the 'managing director' of that industry and so on. Similarly, in Question 15A(iii) the nature of service may be some department of State Government Service and in Question 15A(ii) the description of work may be 'bill clerk' or 'accountant', 'director of the department', 'jeep driver' in the department, *etc.* Again, against Question 15A(iii) the answer may be 'private medical practice' and in Question 15A(ii) 'orthopaedic surgeon', or 'nurse' or a 'sweeper', *etc.,* working in that private medical practitioner's nursing home. The sample answers furnished in Appendix V at the end of this booklet, the Industrial and Occupational classifications in Appendices IV and III and the instructions given by your Supervisor and other Census Officers will help you to clear any doubts you may have regarding the scope of the questions relating to nature of industry, trade, profession or service covered by Question 15A(iii) and the description of actual work of the individual enumerated covered by Question 15A(ii).

Q. 15A (iv) : Class of worker

110. For a person who is :

(i) an Employer, that is, who hires one or more persons in his work described in Question 15A (ii), write.....ER

(ii) an Employee, that is, who does his work described in Question 15A (ii) under 'Others' for wages or salary in cash or kind, write.....EE

(iii) a Single Worker, that is, who is doing his work described in Question 15A(ii) without employing others except casually, and without the help of other members of the family except casually and a participant in work as member of cooperative, write. .. ..SW

(iv) a Family Worker, that is, who is doing his work described in Question 15A (ii) in a family enterprise along with other members of the family without wages or salary in cash or kind, write.....FW.

110.1. **Explanation.**—An Employer is a person who has to employ other persons in order to get the work mentioned in his/her case in Question 15A(ii) performed. That is to say, such a person is not only responsible for his/her own personal work but also for giving work to others for carrying out the activity mentioned in Question 15A (iii). Please note that a person who employs domestic servants for household duties is not an employer. So also, a person who has subordinates under him/her in an office where he/she himself/herself is employed by others, is not an employer, even if he/she has the power to appoint another person in his/her office on behalf of his/her own employer. A head of department or a local manager of a company may have the power to appoint people, but they are themselves employees of someone else, in this case, government or the main office of the company, and cannot, therefore, be an employer. A government servant irrespective of the post he/she holds is an 'employee'.

110.2. An Employee is a person who usually works under some other person for salary or wages in cash or kind. There may be persons who are employed as managers, superintendents, agents, *etc.,* and in that capacity employ or control other workers on behalf of their own employers. Such persons are only employees, as explained above, and should not be regarded as employers. Please note that a cook or domestic servant engaged by someone is an employee. The fact that his master may himself/herself be an employee is irrelevant.

110.3. A Single Worker is a person who works by himself/herself. He/She is not employed by any one else and in his/her turn does not employ anybody else. This definition of a Single Worker will include a person who works in joint partnership with one or several persons hiring no employees, and also a member of a producer's cooperative. Each one of the partners or members of such producers' cooperatives should be recorded as 'Single Worker'. Political workers and social workers are to be treated as 'SW'.

110.4. A Family Worker is a member who works withohut receiving wages in cash or kind, in an industry, business, trade or service. For example, the working members in a family of *dhobies* where they all participate and each does not receive wages separately, will be family workers. There may be family workers in industry, trade or professions as well. Family workers must be related by ties of blood or marriage but such workers can belong to different households. Thus, what is important is that such workers must necessarily be related even though they may be living in different households. The family workers may or may not be entitled to a share of the profits in the work or the business carried on either by the person or head of the household or other relative.

110.5. *Please note the following important cases :*

(a) In the case of persons engaged in Household Industry, *i.e.,* in the case of persons

for whom the answer to Question 15A is 'HHI', there will be three classes of workers generally, *viz.,* Family Worker, Single Worker and Employee. There may not be a formal 'Employer'. Household Industry by its very definition is conducted by the head of the household himself/herself and/or other members of the household, the role of hired workers being secondary. If the head along with the members of the household is working in a Household Industry employing hired workers, the head and other members who are working should be treated as 'Family Workers'. If the head alone is working with the occasional assistance of hired worker(s), whose role should be secondary as indicated above, he/she should be treated as a 'Single Worker', although one might argue that in effect he/she becomes an employer. The hired workers are of course employees.

(b) Members of the household who help solely in household duties, *i.e.,* economically non-productive work, should not be treated as Family Workers. In fact, they are not workers.

(c) Members of a producer's cooperative society who have no other occupation or work except this, should be categorised as Single Worker—SW.

(d) In the case of partnership in which all the partners are related, treat them as Family Workers—F.W. The partnership firm may or may not employ others, but this will not change the category of the partners. They would be 'FW'.

(e) in the case of a partnership firm in which some of the partners are not related, treat all the partners, including those that may be related, as Single Worker—SW. The firm may or may not employ others, but this will not change the category of the partners. They will all be 'SW'.

(f) Full-time political workers and social workers should be treated as 'SW'.

(g) Doctors and lawyers who do not employ any person should be treated as 'SW'. One may come across doctors and lawyers employing certain persons on a regular basis in the doctor's dispensary or clinic or in the lawyer's office or chamber. In this case the doctor or lawyer would become an 'Employer' and so 'ER' should be recorded. However, sometimes lawyers have been found to take the help of clerks who remain attached to them on a regular basis but without being formally employed on wages. The clerk usually earns his remuneration independently from the lawyer's clients. In such a case, both the lawyer and the clerk should be treated as Single Workers—SW.

111. Some illustrations for filling the Question 15A are given in Appendix V.

14B Yes—Any other work any time last year ? Yes/(C/AL/HHI/OW)/No.

Q. 15B 14B No—Work done any time last year ? (C/AL/HHI/OW)

112. You will recall that in Question 14A you have identified all those who have done any work at all in the last one year. In Question 14B, you must have categorised them either 'Yes', *i.e.,* code '1' or 'No', *i.e.,* code '2'. In Question 15A you have divided these persons on the basis of what they have been mostly doing. It is quite possible that those who have been categorised as 'C' or 'AL' or 'HHI' or 'OW' in Question 15A, based on the type of work they have been doing mostly, may have done some other work in addition to what they have been doing mostly. Similarly, a person who is mostly doing household duties, or is mainly a student, or mainly a dependent or a rentier or a beggar or belongs to the categories of 'I' and 'O' must have done some work at sometime during the last one year. This is the information we are trying to get in Question 15B.

112.1. Please note the way in which Question 15B has been worded. This question deals with two separate situations. The first relates to those persons who have worked for the major part of last year and may or may not have some other secondary work. The second part relates to persons who have worked at any time in the last year but not for the major part of the year. In the case of those who have worked in the major part last year, you would have entered code '1' in Question 14B and you would have categorised them as 'C' or 'AL' or 'HHI' or 'OW' in Question 15A. Such persons may or may not have had secondary work in addition to their main work. If, on inquiry, you find that such a person has had any other work any time last year, you would have to enter on the line, 'C' or 'AL' or 'HHI' or 'OW', depending upon the type of work and score out the answer 'No' printed on the line.

112.2. If a person who has worked any time last year, but has not worked for the major part of the last year, you would have recorded code '2' in Question 14B and in Question 15A you would have categorised such a person as 'H' or 'ST' or 'D' or 'R' or 'B' or 'I' or 'O'. Such a person must have done some work any time last year and this is the work which we are trying to catch in Question 15B so far as such a person is concerned. For such a person after inquiry, you will have to enter the appropriate category, *viz.,* 'C' or 'AL' or 'HHI' or 'OW' below the line in Question 15B.

112.3 This question is meant to elicit information on the secondary or marginal work which a person might have done any time at all during the last one

year, apart from the main work or other activity which will have come out in Question 15A. It is obvious that, irrespective of whether the answer is 'Yes' or 'No', *i.e.*, code '1' or '2' in Question 14B, there could be an answer in Question 15B because a full-time worker may have done some other work or a person who is essentially a non-worker, though he/she has not done any work over the major part of the last year, might also have done some work occasionally. This, therefore, should give us details of secondary and marginal work in respect of both workers and those who are mainly non-workers.

112.4. This question should be asked of every person who has returned 'Yes' against Question 14A. *It is re-emphasised that all those who have answered 'Yes' against Question 14A and for whom you have recorded 'Yes' or 'No', i.e., code '1' or '2' in Question 14B, this Question 15B should be asked without fail.* In answer to this question if the individual says 'Yes' then you should find out the type of work and categorise him or her as 'C' or 'AL' or 'HHI' or 'OW' as the case may be. These abbreviations refer to Cultivators, Agricultural Labourers, Household Industry, and Other Workers and have been fully explained earlier in the instructions under Question 15A in paragraphs 98 to 103. You may refer to these again before recording the appropriate category on the line. It is sufficient if you write the category on the line. If the respondent gives reply in the negative it should be indicated by the word 'No' on the line. Please do not make any entry in the dotted box.

112.5. Ask of each person if, besides what he/she had already returned as his/her main activity against Question 15A, he/she participated in any other work or did any work any time last year. A number of unpaid family workers participating in household enteprises who might have returned themselves mainly as 'H' or 'ST' or 'R' under Question 15A will be netted here for their involvement in such economic activity. Mere rendering of service for one's own home or production of goods for purely domestic consumption are not to be treated as economic activity. For example, a servant who works as a cook in his or her employer's home for wages will be considered economically active but, a housewife even if she may work much more than a paid servant in having to cook for the family or looking after the household will not be treated as economically active for the purposes of this classification. Similarly, women who may produce cloth on a loom at home for domestic consumption will not be treated as economically active unless at least a part of the product is sold. A boy who is categorised as a student under Question 15A, can have a marginal work, say, cultivation if he helped the head of the household in the family cultivation during some parts of the season. But if a girl student, who is shown as 'ST' under Question 15A also helped in weaving cloth purely for domestic consumption on a loom at home, or helped in attending to household chores, she will not be treated as having any marginal work.

112.6. Any other work or secondary work will be reckoned only if the person is engaged in some economically productive work, even if marginal, in addition to whatever is his/her activity under Question 15A. If a person whose economic activity is shown, as a clerk in a government office or a teacher, also attends to some cultivation even by way of direction or supervision or undertakes some tuition, this will be shown as 'any other work any time last year' under Question 15B. A person's main activity may be cultivation and his secondary work may be money lending. Again, main activity may be agricultural labourer and secondary work could be sugar factory labourer or *vice versa.*

112.7. After it is established that the person is doing some work and he or she has been recorded accordingly in Question 15B in any of the categories of C, AL, HHI, OW, you have to proceed further and fill up the details of sub-sections of Question 15B (i) to (iv) in respect of entries 'HHI' or 'OW' only. The instructions for filling up the details in these sub-sections will be the same as given under Question 15A and are explained in detail in paragraphs 106 to 110. For those who are recorded as 'C' or 'AL' or for whom you have entered 'No' in Question 15B, you have to put a '×' against these sub-sections on the line.

113. A few illustrations showing specimen entries are appended at Appendix VII and some illustrations for recording answers against Questions 15A and 15B are given in Appendix VI. You are advised to study these instructions and illustrations before starting actual enumeration and also consult these and the instructions whenever you are in doubt during field operations about what to record as the answers.

114. **Important.**—It must particularly be noted that if there is an entry 'No', *i.e.*, code '2' in Question 14B and H/ST/D/R/B/I/O, as the case may be, in Question 15A, there must be an entry in Question 15B and this *cannot be blank or cross* (×). This is because a person who has worked any time at all last year, and has been entered as 'Yes' in Question 14A, must be reflected somewhere. Since the person has not worked in major part of the year as reflected by code '2' in Question 14B and also H/ST/D/R/B/I/O, as the case may be, in Question 15A, the work done by him/her and netted in Question 14A, must therefore, be reflected in Question 15B. Again, a person who has worked in major part of the year and for whom code '1' has been recorded in Question 14B, you may have recorded as 'C', or 'AL' or 'HHI' or 'OW' for his main activity in Question 15A. It is quite possible that he/she may have done some other work, though not on the scale of main activity. This secondary work should also be reflected in Question 15B. You will thus appreciate that probing questions are essential and you must ask questions again and again to find out if a person has had some secondary work and marginal work in the case of those for whom code '2' has been recorded in the box against Question 14B and record the same in Question 15B.

114.1. It would follow that if the answer to Question 14A is 'No', *i.e.* you have recorded H/ST/D/R/B/I/O, as the case may be, there will be a cross (×) on the lines against each of the Questions 14B, 15A including sub-sections and 15B including sub-sections.

Q. 16 : If No in 14A or 14B seeking/available for work ?

Yes (1)/No (2)

115. This question is intended to elicit some information on the number of unemployed. If an individual has replied that he/she has not worked at all last year or during the major part of last year under Question 14A or 14B respectively and you have recorded 'No' against either of these two questions you have to ask from him or her whether he or she is seeking work or available for work? This question should be asked of all persons for whom you have recorded H/ST/D/R/B/I/O, as the case may be, either in Question 14A or in Question 15A. Seeking work means that the person may have got himself/herself registered in the employment exchanges or he/she may be applying for jobs or he/she may have made other efforts for a job, such as looking into the newspaper advertisements with a view to applying for a job, the intention being in suitable cases, this person will offer himself/herself as a candidate. It may be remembered that seeking work is more applicable in urban areas where there are facilities of employment exchanges and greater awareness about availability of job. In rural areas, there may be no facilities of employment exchanges. The person may be available for work but not actually seeking work either because of lack of knowledge of work being available or absence of employment exchanges.

115.1. As mentioned earlier, we are mainly interested in obtaining information on the unemployed. You may come across people who already held jobs or do not normally want to take up employment but may give you such general answers that they would not mind taking up work if the salary is attractive enough. We are not interested in such persons since they obviously are already employed or are not really job seekers. You will have to make a probe to get the facts. However, generally speaking, if in answer to this question, a person says that he is seeking or is available for work, you must enter code '1' in the box.

115.2. If the person replies that he/she is seeking or available for work, you have to record '1' in the box provided. In case his/her reply is 'No' you have to record '2' in the box.

115.3. It should be remembered that if the answer to Question 14B is 'Yes' and you have recorded '1' in the box against this Question and in Question 15A you have recorded C/AL/HHI/OW, as the case may be, Question 16 is not applicable. You should put a cross (×) on the line against this question and *not* in the box.

116. **Summary.**—It would be useful to summarise the main points with regard to the economic questions, *i.e.,* Questions 14A, 14B, 15A, 15B and 16. These are indicated below.

(i) In Question 14A we are finding out if a person has worked any time at all last year. The word 'year' includes all the seasons for agricultural and associated activities. Even marginal workers must be covered by this question.

(ii) If answer to Question 14A is 'No', then categorise as H/ST/D/R/B/I/O.

(iii) The work on the basis of which 'Yes' is recorded in Question 14A may be the main work of a person or what he/she has done or does mostly. If so, 'Yes', *i.e.,* code '1' in Question 14B and C/AL/HHI/OW, in Question 15A would have been recorded. If this person is not doing this work mostly 'No', *i.e.,* code '2' in Question 14B and H/ST/D/R/B/I/O, in Question 15A would have been recorded. These details are recorded in Question 15A.

(iv) Secondary work or the marginal work of those recorded as C/AL/HHI/OW or as H/ST/D/R/B/I/O respectively in Question 15A is obtained through Question 15B.

(v) Note that if a person has been entered as 'Yes' in Question 14A, 'No', *i.e.,* code '2' in Question 14B, *there must be an entry such as C/AL/HHI/OW, in Question 15B.*

(vi) Question 16 is to be asked of all those for whom 'No' has been written in Question 14A or code '2' in Question 14B.

(vii) Details of name of establishment, industry, occupation and class of worker, in Questions 15A and 15B need be entered only for 'HHI' and 'OW'.

117. **Important.**—You must read the explanations and instructions on the economic questions very carefully. Questions 14A, 14B, 15A and 15B should be canvassed together, otherwise, the full and correct answers will not be available and you may have to make corrections. For example, if a lady is asked whether she is working, the usual answer is that she is working, because household work is naturally considered as work by her. It is only if you ask further questions as to what she mostly does that her marginal work, if any, will come out and you will get a correct picture of the facts. *It is advisable to ask questions covering Questions 14A, 14B, 15A and 15B together and then fill up the details.*

118. Certain situations would call for some explanation so that the enumerator is clear in his/her mind regarding classifying such activities. A few typical cases are indicated below.

(a) If a sweet-meat maker, *i.e.,* a *Halwai* makes sweets and sells them also, this would be

manufacturing and can be a 'HHI' too in appropriate cases.

(b) If a *Halwai* only sells sweets, having brought them from some other place, he would be carrying on a trade and this would *not* be an industry.

(c) In many cases there are what are called tea shops, *dhabas, chat* shops, *etc.,* where eatables are prepared and sold. For example, in a *dhaba,* substantial meals such as *chapaties, dal, etc.,* are prepared and sold. This will not be an industry. It will be classified as service, namely, running eating place. Therefore, even if a household carried on this activity it will not be classified as 'HHI', but only as 'OW'.

(d) In many places, there are persons who keep small electrical or hand-mixers or fruit crushers and crush fruits to sell the juice. In such cases since the juice is produced for consumption on the spot and is not bottled as such for sale, such units are carrying on trade and *not* manufacturing. Therefore, even if a household carries on this business this would not be 'HHI', but 'OW.' On the other hand, if there are manufacturing units, whether big or small, which bottle juice and sell it as bottled, this would be manufacturing and should be classified as industry.

(e) Tailoring is an industry and a household that carries on tailoring on household industry basis can be 'HHI'.

(f) There may be cases of a person who sells cloth and also provides tailoring services. In such cases, the person may be asked which activity he considers more important, *i.e.* the one on which he spends more time. If he says that he considers selling of cloth is more important then he is carrying on a trade. On the other hand, if the tailoring business is more important to him than the sale of cloth, such a person should then be considered as manufacturing. If a household carries on a business of this kind, this household will be considered as 'HHI' or non-HHI depending on whether the household is involved mainly in trade or manufacturing and taking into consideration the definition of 'HHI'.

119. Having filled in the Individual Slip, you may find it rewarding to go through all the entries. This will enable you to cross check the information, and gaps, if any, can be filled in then and there. This will obviate the need to visit the household again to collect the missing information.

120. As stated in paragraph 56 you will be required to fill up Individual Slip (Universal) for all members of the household. During the course of your day's work you will have covered a large number of households and filled in the requisite number of Individual Slips. After completing the day's work, you must fill in columns 8 to 35 of the Population Record of the concerned household, in Part II of the Household Schedule. Please do not allow this work to accumulate. Instructions for filling up columns 8 to 35 of the Population Record will be found in Chapter VI (Paragraphs 163—180). This will afford another opportunity to you to detect errors or gaps in the information collected, which you can conveniently collect by re-visiting the household(s).

CHAPTER IV

FILLING UP OF THE INDIVIDUAL SLIP (SAMPLE)

121. As stated in paragraph 53, if you are an enumerator in a sample area, six additional questions as appearing in the Sample Individual Slip (specimen appearing on page 36) will have to be canvassed by you for each individual. The Sample Individual Slip will, however, be canvassed in all areas of Andaman and Nicobar Islands, Arunachal Pradesh, Assam, Chandigarh UT, Dadra and Nagar Haveli, Delhi UT, Goa, Daman and Diu, Himachal Pradesh, Jammu and Kashmir, Lakshadweep, Maharashtra, Manipur, Meghalaya, Mizoram, Nagaland, Pondicherry, Sikkim, Tripura and West Bengal. In the remaining states, this slip will be canvassed in sample blocks only but will include all the households in the sample block.

122. The Sample Slip contains six questions with sub-parts, dealing with migration and fertility. These questions appear on the reverse of the Universal Individual Slip. The instructions for filling up the Universal Individual Slip are given in paragraphs 53—120. You will be required to canvass the Universal Individual Slip for every person in your block, irrespective of the age or sex, and then canvass the sample questions appearing on the reverse of the Individual Slip for each person in the household. It is obvious that the fertility questions will be applicable to women only, as will be explained at the appropriate place.

123. It is important for you to remember that both the slips should be canvassed for every person in your block, *i.e.*, in every block of the 19 States and Union Territories mentioned above and the sample blocks of the remaining states. The term "Universal Slip" means that the questions in this slip will be canvassed in all the blocks in the country while the term "Sample Slip" means that the questions in this slip will be asked only in the specified blocks, as stated above, in addition to those in the Universal Slip, except in the 19 States and Union Territories where it will be canvassed everywhere.

Q. 1 : Birth place

124. Certain details regarding the place in which the person enumerated was born are to be collected and entered in the sub-parts of this question. For defence and similar personnel as may be indicated to you, this question and its sub-parts are not applicable. The explanation and instructions as to how the four sub-parts are to be filled are as follows :

Q. 1 (a) : Place of birth

125. Write 'PL' for person born in the village or town where he/she is being enumerated. Where 'PL' is noted against this question put '×' against sub-parts (b), (c) and (d).

125.1. For those born outside the village or town of enumeration write the actual name of the place against sub-part (a) and fill the other details against sub-parts (b), (c) and (d).

125.2. In indicating the birth place, only the full name of town or village would have to be indicated and not hamlet or mohalla/ward names. The name of a ward/hamlet should not be entered but the name of town/village to which it belongs should be entered.

Q. 1 (b) : Rural (1)/Urban (2)

126. For those born outside the village or town of enumeration ascertain if the place of birth is a village or town at present. To enable a person to determine whether the place is a town or a village, he/she may be required to indicate the status of the place of birth in comparison with a known town in the neighbourhood of the place of enumeration. You may mention some important urban characteristics to enable the person to make out if the place of his/her birth is rural or urban, *e.g.*, existence of a local administrative body, industrial townships declared as towns, *etc.*

For a person born in a village, write '1' in the box.

For a person born in a town/city, write '2' in the box.

For a person born in a foreign country, put '×' in the box against this sub-part and also against sub-part (c) on the line.

126.1. If all efforts to classify the place of birth as rural/urban fail, write 'not known' on the line.

Q. 1 (c) : District

127. For a person born outside the village or town of enumeration but within the district of enumeration, write 'D' on the line.

127.1. For a person born in another district of the State of enumeration, or in a district in some other State/Union Territory in the country, write the name of the district.

127.2. If the person cannot name the district, write 'not known'.

Q. 1 (d) : State/Country

128. For persons born within the State of enumeration, write '×' against this sub-part on the line. Make sure that the earlier entries made in sub-parts (a), (b) and (c) are consistent with such an answer; that 'PL' might have already been written against sub-part (a) or 'D' is written against sub-part (c) or any other district of the State of enumeration is mentioned against sub-part (c).

128.1. For persons born outside the State of enumeration but within the country, write the name of the State/Union Territory where born.

128.2. For those born outside India, note merely the name of the country and there is no need to enter the name of the constituent state of the foreign country. Where a person cannot name the country, the name of the continent may be noted.

128.3. For a person born on the high seas, record 'born at sea', against this sub-part and put '×' against sub-parts (a), (b) and (c).

128.4. If a person was born in a train, boat or bus or aircraft, *etc.*, within the country, write the particulars in sub-parts (a), (b) and (c) with reference to the administrative territory where the event occurred or was registered.

Q. 2 : Last residence

129. The answer to this question will have to be filled in respect of every person if he/she had another place of normal residence irrespective of his/her place of birth, before he/she came to the present place where he/she is enumerated. Even if a person was born at the place of enumeration but because of his/her work or for studies, *etc.*, he/she had shifted subsequently to another village or town and had come back again to the place of enumeration, he/she should be deemed to have had another place of residence prior to his/her enumeration here. For defence and similar personnel, this question is not applicable.

129. 1. The immediate previous village or town of residence is relevant only if he/she had been outside the village or town of enumeration and not simply in another house or locality in the same place. For example, if a person born in one part of Bombay City is found residing in another part of Bombay at the time of enumeration, the change of residence should not be treated as change of place of residence because both the areas are within the same city of Bombay. Similarly, a person born in hamlet 1 of village Rampur and found in hamlet 2 of the same village at the time of enumeration, should not be deemed to have had another place of residence than the village where he/she is enumerated. Where a person had merely gone out to another place or had been shifting from place to place purely on tour or pilgrimage or for temporary business purposes, he/she should not be deemed to have had another residence different from the place where he/she or his/her family normally resides. In the case of a person who is enumerated elsewhere than in his normal place of residence because of eligibility criteria laid down in paragraphs 54—56, the place of his immediate previous normal residence will be recorded as the place of last residence. Similarly, if a person is enumerated at a place other than his place of birth and if he had no other place of normal residence before coming to the place of enumeration, the place of birth would be the place of last residence.

129.2. It would not be possible to specify the duration of stay which will qualify for reckoning last residence. The circumstances of each case would have to be taken into consideration, in deciding whether a person has had a last residence or not. For example, an officer who has been transferred for a short period, must be considered as moving from his/her place of previous posting which would become his/her place of last residence, irrespective of his/her stay in the new posting. However, temporary movement like women moving into a hospital for delivery, a person moving into a hospital for treatment, *etc.*, at a place other than their usual residence, will be ignored and these places will not be treated as the last residence. In the case of a child born in a hospital into which the mother has moved temporarily for delivery which is different from the usual place of residence of the mother, the place where the hospital is, will be treated as the place of last residence for the child, though the place where the hospital is will not be the place of the last residence of the mother.

Q. 2 (a) : Place of last residence

130. For a person who has been in the village or town of enumeration continuously since birth (except for shifting to other places outside the village or town of enumeration for a purely temporary stay), write 'PL' against sub-part (a) and put '×' against sub-parts (b), (c) and (d). But for a person who had his last previous residence at any place outside the village or town of enumeration (irrespective of his place of birth), write the actual name of the village or town or his actual previous residence against this sub-part (a) and fill the other details against sub-parts (b), (c) and (d).

Q. 2 (b) : Rural (1) Urban (2)

131. For a person who had previously resided outside the place of enumeration, ascertain if the place of last previous residence is rural or urban and record the answer. For a person whose last previous residence is a town/city, write '2' in the box, and for 'Rural', write '1'. For a person who last resided in a foreign country, write '×'.

131.1. For a person whose immediate previous residence cannot be classified, write 'not known'.

131.2. Rural or urban status has to be determined with reference to the status existing at the time of enumeration.

Q. 2 (c) : District

132. For a person who had previously resided in anoher place, *i.e.*, for whom 'PL' is not written against sub-part (a), you have to fill in this sub-part after enquiry.

132.1. For a person who previously resided in another village or town within the district of enumeration, write 'D'.

132.2. For a person who previously resided in another district of the State/Union Territory of enumeration or in a district in any other State/Union Territory in the country, write the name of the district. If he/she cannot name the district, write 'not known'.

132.3. For a person whose last previous residence was outside India, write '×' against this sub-part.

Q. 2 (d) : State/Country

133. For a person whose last previous residence was outside the village or town of enumeration but within the State or Union Territory of enumeraion, write '×' against this sub-part but if it was outside the State or Union Territory of enumeration but within the country, write the name of the State/Union Territory.

133.1. For a person whose last previous residence was outside the country, write the name of the country and if name of the country is not forthcoming, write the name of the continent.

Q. 3 : Reasons for migration from place of last residence

134. The question will be asked in the case of a person for whom information has been recorded in Question 2, *i.e.*, last residence. However, please note that this question will not be canvassed in the case of those for whom you may have written 'PL' against place of last residence. This is because they have had no place of last residence. In all the other cases you must find out the reasons for migration from the place of last residence and note the reasons by entering the appropriate code. The codes which must be entered for the various reasons for migration are as follows :

(a) Employment	1
(b) Education	2
(c) Family moved	3
(d) Marriage	4
(e) Others	5

134.1. These codes have been printed at the bottom of the Sample Slip. You must enter a code depending on the reasons for migration in the box against this question. For defence and similar personnel as may be indicated to you by the Director of Census Operations, this question will also not apply, since you will not have canvassed the Questions 1 and 2 of the Sample Slip.

135. A person will have moved for employment in the following cases given on next page :

(a) If he or she has moved in search of a job or hoping to get a job.

(b) Because he/she has got a job and has moved to take up the job.

(c) Having already got a job, he/she has moved because of a transfer, even if this is on promotion.

135.1. If a person has moved for any of these reasons, note code '1' in the box.

136. A person can be said to have moved for educational purposes if he or she has moved to the place of enumeration from his/her place of last residence for joining a school/college or any other type of educational institution either for the first time or for continuing his/her studies. However, please note that if this particular person has moved along with his/her family because the entire family has moved due to any reason, you must note that this person has not moved for educational purposes. In such a case the right code to be entered will be code '3', namely, 'Family moved'.

137. The reason 'Family moved' code '3' will refer to cases where the entire family moves. Such cases will come up if the head of the household or the person on whom the family is dependent has moved due to any reason such as transfer, *etc.* There are cases where one or more members of the family move along with the person who has moved in search of employment or education or for other reasons. While the person who has moved for a particular reason will be assigned the appropriate code, the other members who moved along with that person will be assigned code '3' *i.e.*, 'Family moved'.

138. If a person has moved consequent on getting married, assign code '4' for that person.

139. Code '5' 'Others' will include all other reasons for migration not covered by employment, education, family moved or marriage. This may include cases like movement due to retirement, movement for economic reasons such as setting up of shops, starting of a business, *etc.*

140. It is important to note that the reasons for migration are being noted for each person separately since in any case you will have to fill up Sample Individual Slips for each person separately. Therefore, in the same household, there may be cases where the reasons for migration are different for different members of the household. For example, if the head of the household is promoted and transferred, in his/her slip against Question 3 you will have to assign code '1' because his/her movement is consequent on employment, while the spouse and other dependents should be assigned code '3' because the family moves. There are also cases, particularly from the rural areas to urban areas, where a boy or a girl moves to a town or city for higher studies

and in order to look after him or her an elderly person also moves. In such a case, in the case of the person who moves for higher studies the reasons for migration will be 'Education' code '2' while in the case of the elderly person, the reason will be 'Others' code '5'. If in case the entire family has moved along with the student, for all the other members of the family you will have to assign code '3' 'Family moved'. It is, therefore, necessary for you to make careful enquiries and not to get confused with the different reasons which may be applicable to different persons of the same household.

141. In particular, please note that you must make detailed enquiries in the case of any unrelated members of the household, such as cook, servant, *etc.* In their cases, their movement from the place of last residence may have been due to employment. Similarly, in the case of those members of the household who are rather distantly related to the head of the household, you must also make such detailed enquiries.

142. It must be remembered that the reason 'Family moved', code '3', can only come up in cases where some other member of the family has moved for any of the other reasons mentioned in the Sample Slip. The members of the family moved because either the head of the household or the person on whom the family depends has moved because of employment or for any other reason.

143. Please note that in the case of every person who has come into India from any other country as a result of partition or has been repatriated, the reasons for migration will be noted as 'Others', code '5' and not any other code.

Q. 4 : Duration of residence at the village or town of enumeration

144. Note here the period in completed years of the continuous residence in the village or town where the person is being enumerated. This will apply even to a person born at the place of enumeration. But this question does not apply to defence and similar personnel.

144.1. If he/she had left this village or town and had lived elsewhere for sometime, *i.e.,* in Question 2 another place of last residence is reported and has come back to this village or town, then the duration of residence to be noted against this question is the period of the *latest continuous residence.* But if a person had been away on a temporary visit or tour, *etc.,* that should not be taken as a break in the period of his/her continuous residence here.

144.2. If the person was born at the place of enumeration and also had no other place of last residence, *i.e.,* 'PL' has been noted in Question 2(a), then '×' may be put against Question 4 in the box.

144.3. For a person whose duration of continuous residence at the place of enumeration is less than 1 year, write '0' in the box.

Q. 5 : For all ever-married women only

145. This question will be asked in the case of all ever-married women. It will not be asked for a woman who has never been married. Please note that the term 'ever-married' does not necessarily mean 'currently married'. The 'ever-married' would include all women who may be currently married, the widowed, the separated and the divorced. This question, in other words, will be asked of all women except those who are 'Never Married'. For all women for whom 'M' or 'W' or 'S' is entered in Question 5 of the Universal Slip, this question will be asked. In the case of women who are 'NM' in Question 5 of the Universal Slip, put '×' in all parts of this question.

Q. 5(a) : Age at marriage

146. You should ascertain the age at which the woman, whom you are enumerating, was married and record that age in completed years. If a woman has been married more than once, the age at which she got married for the first time should be recorded.

Q. 5(b) : Number of children surviving at present

147. In this question, you will have to find out how many of the children born are still surviving, *i.e.,* at the time of enumeration.

147.1. Please note that the children need not necessarily be staying with the mother, *i.e.,* the woman you are enumerating. They may be elsewhere due to any reason. What is important is whether they are alive, not where they live. They may be any where, even outside the country. The important point is the number alive.

147.2. Having ascertained this number, enter the details by sex and total in the boxes provided.

147.3. If there are no male or female children surviving at the time of enumeration, write '0' in the appropriate box or boxes.

Q. 5(c) : Number of children ever born alive

148. You should ascertain the total number of children that the woman you are enumerating gave birth to from the time she got married. If married, more than once, all the children born to her should be ascertained.

148.1. The number of children born would include all children born alive, even if later unfortunately any child died. Many persons, specially older people may only count children living with them. It is, therefore, essential to enquire about the number of children living at home, those living elsewhere and also those who were born alive but who are unfortunately not alive now. Even if the child died within a few hours of his/her birth, he/she should be included in the count. Still births, *i.e.,* children born dead should not be included in counting this number of children ever born. You will have to ask politely but appropriate questions for getting this information.

148.2. You should ensure that all live births are ascertained irrespective of whether the children are alive now.

148.3. It is our experience that the birth of a child may not be reported readily if the child is not actually living at the time of enumeration. The children who are born but may have died before the enumeration may not be indicated by the respondent unless you make detailed enquiries. This would be particularly true in the case of children who may have died as infants. There is, therefore, need for a detailed probe to ensure that you get the correct number.

148.4. Ascertain the number of children ever born alive by sex and write the figures in international numerals in the boxes provided. Also give the total in the box provided.

148.5. If the woman reports that she has had no male or female children born alive, write, '0' in the appropriate box or boxes.

Q. 6 : For currently married women only

149. This question has to be answered in respect of all currently married women only, *i.e.*, all women whose marital status is shown as 'M' against Question 5 of the Universal Slip. For all others, a cross (×) may be put against this question on the line.

150. **Any child born alive during last one year.—** You should ascertain if the currently married woman, whom you are enumerating, gave birth to a child in the last one year prior to the date of enumeration. If the respondent is not able to reckon one year, you can find out if a child was born alive in 1980 to the woman you are enumerating on or after any of the festival indicated to you by the Director of Census Operations. Only if the child was born alive, and even if the child had died soon after birth, the answer should be 'Yes', to this question. *Still birth, i.e., a child which is born dead should not be taken into account for this purpose.* So while you should make sure that every case of birth of a child born alive, even if it is not alive on the date of enumeration, is reported, you should not reckon it if the child was born lifeless.

150.1. It is common experience that the birth of the child may not be reported readily if the child is not actually surviving at the time of enumeration. Infant deaths are still high in the country. There is a chance of a number of such cases being missed unless specifically questioned about. It is necessary to record all live births even if the child had died soon thereafter or had not survived to the day of enumeration. Therefore, where the initial answer to this question is 'No', you should ask a specific question if there has been a case of a child having been born alive in the last one year and later dying before the enumeration date. This is a delicate question and should be asked with tact in a manner not to offend the sentiments of the respondent. Where a currently married woman first answers that she had no child born in the last one year, you may perhaps question her as follows :

"It has been found in some houses that a child was born and had died soon after or a few days or months later and such cases had not been reported. It is my hope that there are no such cases here. Am I right ?"

150.2. This may bring in the required response. If she reports 'No' then you can be sure that no birth has been missed. You have to make sure that any live birth that has occurred to the currently married woman in the last one year is netted whether the child is surviving till the date of enumeration or not. A similar probe to eliminate still births may also be necessary. For example, when the answer is 'Yes' under this question, you might ask if the child is here in the house. If the answer is 'Yes', no further question is needed. If 'No', you might ask where the child has gone. The answer may be 'dead' or that it has gone elsewhere. If dead, then you might ask when the child died and this will bring out the fact whether or not it was a still birth. If the answer is 'Yes', then enter 'Yes' in the space below the question ; if the answer is 'No' enter 'No' in the space. Do not write in the dotted box.

150.3. In a case where the woman has had twins or multiple births, please write 2, 3, *etc.*, next to 'Yes' as the case may be, thus 'Yes' (2) or 'Yes' (3).

151. On the reverse of Appendices VII-1 to VII-14 specimen entries in answer to questions included in the Sample Slip have been shown for your facility.

NOTE : You may find on your revisional round from March 1 to March 5, 1981 that a child is born to a currently married woman in a household after your last visit but before the sunrise of *March* 1, 1981. You will have to take this into account and correct the answers against Question 6 accordingly. You must enquire specifically, if any such birth has taken place. While ignoring still births all other births where the child was born alive even if it did not survive long should be taken into account.

CHAPTER V

ENUMERATION OF HOUSELESS POPULATION AND REVISIONAL ROUND

152. The enumeration of the houseless population will have to be carried out in all blocks irrespective of whether you are only incharge of a universal block or incharge of a sample block. This is because the houseless can be found in any place and they should not be omitted.

153. The Revisional Round, the instructions for which are part of this chapter, must be carried out for all blocks irrespective of whether it is a universal or sample block. This is because the revisional round is an extremely important and essential step in the total process of enumeration and it is only after the revisional round is over that the correct population figures will be available. Therefore, do not neglect to carry out the revisional round of the block which you are enumerating.

154. **Enumeration of the Houseless.**—As stated earlier in paragraph 13 of this booklet, you will be required to enumerate the houseless population in your enumeration block(s) on the night of February 28, 1981. In order to do this, it would be necessary for you to complete the enumeration of all the persons in all the households living in census houses in your jurisdiction between February 9 and February 28, 1981. During this period, you will have taken note of the possible places where houseless population is likely to live, such as on the roadside, pavements, in hume pipes, under staircases, or in the open, temple, mandaps, platforms and the like. On the night of February 28/March 1, 1981, but before sunrise of March 1, 1981, you will have to quickly cover all such households and enumerate them. If there is likely to be a very large number of houseless persons in your jurisdiction whom you may not be able to enumerate single-handed in one night, you should report to your Supervisor in advance, so that one or more extra enumerators can be deputed to assist you in the one-night enumeration of such houseless persons. You should keep particular watch on the large settlements of nomadic population who are likely to camp on the outskirts of the village. These people will have to be covered on the night of February 28, 1981. You should of course make sure that these persons have not been enumerated elsewhere.

155. At this point, please read the instructions about updating and filling up of the Abridged Houselist, given in Appendix I. You will be required to enter the details of the houseless households in Section 3 of the Abridged Houselist in the manner described therein. Also please recall the instructions given in paragraph 20 of this booklet where you have been told that for houseless households, you should record 'O' in bold letters. In giving the Serial number of the household, you will have to indicate the Serial number of the household with a prefix 'O' separated by a dash(—), as explained in the instructions given in Appendix I.

156. Please remember that Household Schedule will be filled for each houseless household in the manner explained in paragraphs 1 to 52 of this booklet. Thereafter, you will have to fill up the Universal Individual Slip for each member of the household, as per instructions given in paragraphs 53—120. If you happen to be an enumerator for a sample block or the enumerator in any of the 19 States and Union Territories mentioned in paragraph 121 you will be required to fill in Questions 1 to 6 of the Sample Slip also, for each individual, as per instructions given in paragraphs 121 to 151. Thereafter, you will be required to fill in columns 8 to 35 of the Population Record (Part II of the Household Schedule), as per instructions given later.

157. **Revisional Round.**—You have been told under paragraph 12 and paragraph 13 of this booklet that in the next five days, *i.e.*, from March 1, 1981 to March 5, 1981, you will have to revisit all the households in your jurisdiction and record any new births that had taken place after your last visit, but before the sunrise of March 1, 1981 and any visitor(s) that had moved into the household and who had been away from his/her/their place of normal residence throughout the enumeration period, *i.e.*, from February 9, 1981 to February 28, 1981, or an entire household that has moved into your jurisdiction during this period and which has not been enumerated anywhere before. At this point, you may recall the instructions given in paragraph 43 of this booklet where instructions about persons eligible to be enumerated in a particular household have been given.

158. It is important to remember the following in this connection.

(1) If you are enumerating a new household in your block during the revisional round, please recall the instructions given in paragraph 19 about Serial number of household and updating and filling up of Abridged Houselist, as given in Appendix I.

(2) In respect of every new birth, you should make sure that you give the correct Location Code including the Serial number of household, fill up an Individual Slip and make necessary entries in Part II of the Household Schedule concerned. Also correct the entry in Question 6 of the Sample Slip (if applicable in your case, *i.e.*, if you are an enumerator in a sample block or in any of the 19 States and Union Territories mentioned earlier) pertaining to the mother of the child whom you are enumerating during the revisinoal round. Please make sure that the birth has taken place before the sunrise of March 1, 1981.

(3) You will have to ascertain if any death had unfortunately taken place in any of the households since your last visit and the sunrise of March 1, 1981 and cancel the individual Slip of the dead person writing boldly across it as 'died'. Please remember to make necessary correction in Part II of the Household Schedule concerned.

159. If you have exhausted the entire Population Record for recording the particulars of any household and it becomes necessary to record a new birth or visitor, then you will fill in another Household Schedule containing Population Record form in continuation of that Household Schedule, taking care that the Location Code and other particulars are noted in the second Household Schedule form properly. In such a case, please write on the top right hand corner of the fresh Household Schedule 'continued' and note the Book and Form number of the connected Household Schedule. Similarly, on the connected Schedule note the word 'continued' and give the Book and Form number of the additional Household Schedule form.

160. Changes made in the Population Record like additions for new births or recording of visitors or deletion of entry in respect of deaths, should be done neatly and consequential changes in the total should be made. It is this final total that must be entered in Question 15 of Part I of the Household Schedule.

161. You are now set for taking up the desk work at home in connection with the census enumeration that you have just completed. These are, as you will recall from paragraph 12 of this booklet, (1) filling up of the enumerator's Working Sheet for preparing the Enumerator's Abstract, (2) filling up of the Enumerator's Abstract, (3) filling up of Section 1 of the Abridged Houselist and (4) handing over all documents to your Supervisor, the documents being the Notional Map, the Layout Sketch, all filled in Household Schedule books, all filled in Individual Slip pads (Universal and Sample, where applicable), filled in and updated Abridged Houselist, the Working Sheets for preparing the Enumerator's Abstract, the filled in Enumerator's Abstract and all blank Household Schedule books, Individual Slip pads and other blank forms.

162. In addition, you have to collect the filled in Degree Holder and Technical Personnel Schedules from the households and individuals for whom you had issued these schedules vide instructions given in paragraph 73. You have to hand over the filled in schedules to your Supervisor. You will also be required to return the blank Degree Holder and Technical Personnel Schedules remaining surplus with you together with a statement (in the form given at Appendix VIII) giving an account of the number of blank forms given to you, number of forms issued to eligible persons in the households, number of filled in schedules collected and number of blank forms returned to the Supervisor.

CHAPTER VI

FILLING UP OF THE HOUSEHOLD SCHEDULE, PART II—POPULATION RECORD—COLUMNS 8 TO 35

163. As mentioned in the instructions relating to the filling up of columns 1 to 7 of the Population Record (Part II of the Household Schedule), columns 8 to 35 of the Population Record have to be entered with reference to the entries in the Individual Slip. For each member of the household, you will have filled up an Individual Slip. You will be required to copy out or to enter the relevant particulars from the Individual Slip in the line relating to that person in column 8 to column 35 of the Population Record. The following instructions tell you how to do this.

164. Please note that you should not allow this work to fall into arrears. You must fill up these columns in the case of those households whom you have enumerated each day at the end of the day itself. This would save you a lot of trouble and will also ensure that there are no errors.

165. It would be noticed that columns 8 to 21 relate to males and columns 22 to 35 relate to females. Column 1 placed between columns 13 and 14 is a mere copy of column 1 already entered by you. This is repeated on page 3 of the Household Schedule to facilitate your work, by obviating the need to trace back the entries for columns 14 onwards to column 1 on page 2. The instructions that follow will indicate how the entries from the Individual Slip should be carried over to the appropriate columns (8 to 35 of the Population Record separately for males and females.

Cols. 8 & 22 : Name of Scheduled Caste

166. For each person recorded in column 2 of the Population Record, check whether in the corresponding Individual Slip (Universal), '1' is recorded in the box against Question 9. If so, copy out the name of the Scheduled Caste written against Question 10 of the Individual Slip in column 8 if the person is a male or in column 22 if the person is a female on the corresponding line. Please do not make any mistake in copying out the correct spelling.

Cols. 9 & 23 : Name of Scheduled Tribe

167. As in the previous paragraph, for these columns also, you will have to check from the corresponding Individual Slip of the person entered in column 2 of the Population Record if code '2' is recorded in the box against Question 9. If so, the name of the Scheduled Tribe written against Question 10 of the Individual Slip should be copied in column 9 of the Population Record for males and in column 23 for females.

167.1 *It must be noted that if there is a cross (×) against Question 9 of the Individual Slip for the person entered in column 2 of the Population Record, the corresponding columns 8 and 22 and 9 and 23 of the Population Record should be left blank.*

Cols. 10 & 24 : Literate

168. For the person entered in column 2 of the Population Record, check from the corresponding Individual Slip whether '1' is recorded in the box against Question 11. If so, put a tick (√) under column 10 for males or a tick (√) mark under column 24 for females in the corresponding line.

Cols. 11 & 25 : Illiterate

169. As in the previous paragraph, check if '2' is recorded in the box against Question 11 of the Individual Slip for the person entered in column 2 of the Population Record and if so, give tick (√) mark under column 11 for males or tick (√) mark under column 25 for females in the corresponding line.

Cols. 12 & 26 : Entry in Q. 14A of Individual Slip 'Yes'

170. For the person entered in column 2, check whether 'Yes' is recorded against Question 14A of the corresponding Individual Slip. If the person is a male, put tick (√) under column 12 and if female, put tick (√) under column 26.

Cols. 13 & 27 : Entry in Q. 14A of Individual Slip 'No'

171. As in the preceding paragraph, check if 'No', *i.e.*, 'H' or 'HT' or 'D' or 'R' or 'B' or 'I' or 'O' is entered against Question 14A of the Individual Slip for the person entered in column 2 of the Population Record. If so and if the person is a male, put a tick (√) under column 13 and if female, put a tick (√) under column 27.

Cols. 14 & 28 : Entry in Q. 14B of Individual Slip 'Yes'

172. For the person entered in column 2 of the Population Record, check against Question 14B of

the corresponding Individual Slip if '1' is entered in the box. If so, put a tick (√) under column 14 for male, but if the person is a female, put the tick (√) under column 28 in the corresponding line.

Col. 15 & 29 : Entry in Q. 14B of Individual Slip 'No'

173. Check if '2' is recorded in the box against Question 14B of the Individual Slip in respect of the person entered in column 2 of the Population Record. If so, put tick (√) under column 15 in the case of a male, but if the person is a female, put the tick (√) under column 29 in the corresponding line.

Cols. 16 & 30 : Entry in Q. 15A of Individual Slip 'C'

174. For the person entered in column 2 of the Population Record, check if 'C' is recorded against Question 15A of the corresponding Individual Slip and if so, put the tick (√) under column 16 if male, and if the person is a female, put the tick (√) under column 30 of the corresponding line.

Cols. 17 & 31, 18 & 32, 19 & 33 : Entry in Q. 15A of Individual Slip 'AL'/'HHI'/'OW'

175. As in the previous paragraph, check from Question 15A of the Individual Slip relating to the person entered in column 2 of the Population Record whether 'AL' or 'HHI' or 'OW' is entered for the person entered in column 2 of the Population Record. If so, a tick (√) should be put under the appropriate column 17 or 18 or 19, as the case may be, in case the person is a male and under column 31 or 32 or 33, as the case may be, if the person is a female.

Cols. 20 & 34 : Whether seeking/available for work 'Yes'

176. For the person recorded in column 2 of the Population Record, check from the corresponding Individual Slip whether '1' is entered in the box against Question 16. If so, put a tick (√) under column 20 in the case of male, but if the person is a female, the tick (√) should be put under column 34.

Cols. 21 & 35 : Whether seeking/available for work 'No'

177. As in the previous paragraph, check if '2' is recorded in the box against Question 16 of the Individual Slip for the person entered in column 2 of the Population Record. If so, put a tick (√) under column 21 in the case of a male and if female, put the tick (√) under column 35.

178. *Please note that there cannot be a tick (√) on the same line in columns* 8 *and* 22, *column* 9 *and column* 23, *column* 10 *and column* 24, *column* 11 *and column* 25, *column* 12 *and column* 26, *column* 13 *and column* 27, *column* 14 *and column* 28, *column* 15 *and column* 29, *column* 16 *and column* 30, *column* 17 *and column* 31, *column* 18 *and column* 32, *column* 19 *and column* 33, *column* 20 *and column* 34 *and column* 21 *and column* 35 *just as there cannot be a tick (√) on the same line in columns* 4 *and* 5 *of the Population Record.*

178. *Similarly, there cannot be a tick (√) on the same line in both columns* 10 *and* 11, 12 *and* 13, 14 *and* 15, 20 *and* 21, 24 *and* 25, 26 *and* 27, 28 *and* 29, *and* 34 *and* 35. *It will be obvious from the form itself that there cannot be a tick (√) on the same line in more than one of the columns* 16, 17, 18, 19 *and* 30, 31, 32, 33.

179. Having entered these particulars in columns 8 to 35 for all the persons enumerated in the household, you will have to strike the totals. Instructions for striking totals for columns 2, 8, 9, 22 and 23 are given in the foot-note of the form itself. However, this is recapitulated for your facility. Count the number of entries in column 2 and enter the figure against the total for this column. You will notice that the last serial number would tally with the total given under column 2. Similarly, for striking totals for columns 8, 9, 22 and 23, count the number of entries under each column and enter the figure in the relevant rectangle against the total. In striking totals for columns 4, 5, 10 to 21 and 24 to 35, there should be no difficulty. You have merely to count the ticks (√) under different columns and enter the total in the cell provided for writing the total.

180. Having struck the totals, your job in respect of this Household Schedule form is over and you should sign at the bottom right hand corner and give date also. At this point, you must please remember that Question 15 of Part I of the Household Schedule, *i.e.*, total population of the household will have to be filled after you have derived the total column 2 of Part II of Population Record taking into account the extra forms you may have used in the case of large households.

CHAPTER VII

FILLING UP OF THE ENUMERATOR'S WORKING SHEET AND THE ENUMERATOR'S ABSTRACT

181. The specimen form of the Working Sheet for preparing the Enumerator's Abstract is given on the pages 90-91. This form will be supplied to you in sufficient quantities. You will be required to use separate form(s) for Normal Households, Institutional households, and Houseless households. On these you will have to strike totals for Normal households, Institutional households and Houseless households separately. Thereafter, on the last page of the sheet(s) relating to the Normal households, you will have to carry over the totals relating to Institutional households and Houseless households to strike a grand total for each of the columns of the Working Sheet except for column 2. The total for column 2 will have to be derived by counting the entries and *not* just totalling the figures. At the end of your revisional round, you will have all the filled in Household Schedule books comprising Normal households, Institutional households and Houseless households. For the Institutional households and Houseless households, you will have indicated 'I' and 'O' respectively at the right hand corner of the first page of the Household Schedule. You will now be required to take the Household Schedule books and fill up the Working Sheet for preparing Enumerator's Abstract. The Working Sheet for preparing Enumerator's Abstract has 33 columns, of which columns 6 to 19 relate to 'males' and columns 20 to 33 relate to 'females'. The arrangement generally follows the pattern of Part II—Population Record of the Household Schedule, which you have filled in during the course of your enumeration. You will be required to deal with Normal households, Institutional households and Houseless households in separate sheets, while filling up the Working Sheet from the entries given in Part II—Population Record of the Household Schedule. Each line in the Working Sheet will contain the totals for one household.

182. **Page No.**—On right hand top corner of the form, you will have to indicate page number. The page number will run continuously for each type of household. That is to say, for Normal households, the page number of the Working Sheet will start from 1, for Institutional households again the page number will start from 1 and similarly for Houseless households, the page number will start from 1.

182.1 You will have to arrange your filled in Household Schedule books in ascending order of the book numbers. You should take up the first book and pick up a form of Working sheet for entering the details. If you are dealing with a schedule relating to a Normal household, you should enter details in the Working Sheet relating to 'Normal household'. During the course of your work, if you come across a schedule relating to an 'Institutional household', please do not forget to pick up a fresh Working Sheet and enter relevant details in that sheet after assigning the page number and other details separately. Similarly, when you come across a 'Houseless household', please pick up a fresh Working Sheet and enter the details in that sheet.

183. **Location Code.**—Location Code of your enumeration block should be copied from Part I of the Household Schedule and written here. This will have five elements, *viz.*, State code, District code, Tehsil/Taluka/PS/Development Block/Circle or Town code, Village or Ward code and the Enumeration Block number within brackets. Location Code should be repeated on every page of the Working Sheets.

184. **Number of households by type.**—It will be noticed that the same form is being supplied for entering details in respect of Normal/Institutional/Houseless households. At the right hand top, three types of households have been indicated. You will have to score out the entry which is not applicable. For example, if you are dealing with Normal households, please score out the entries 'Institutional' and 'Houseless'. Again, if you are dealing with 'Institutional households', please score out the entries 'Normal' and 'Houseless'. Similarly, when you deal with Houseless households, score out 'Normal' and 'Institutional'. If you are using more than one page for a particular type of household, please do not forget to score out inapplicable types on each sheet, as indicated here.

184.1 For recording the number of households by type separately for Normal households, Institutional households and Houseless households, you will have to count the number of entries given in column 2 (Serial No. of household) of the working sheet relating to each type of household and enter the figure here. For example, for determining the number of Normal households, you will count the number of entries in column 2 of the set of working sheets dealing with Normal households and enter the figure on the first page of the set dealing with Normal households. Similar procedure will have to be followed for entering the number of Institutional households and Houseless households in the appropriate Working Sheets.

185. **Name of Enumerator.**—This hardly calls for any explanation. You will be required to write your name here.

CENSUS OF

WORKING SHEET FOR PREPARING

(To be compiled from Household

Location code .....Name of Enumerator .....

Line No.	Sl. No. of house-hold	Persons (Col. 2)	Males (Col. 4)	Females (Col. 5)	MALE											
					S.C. (Col. 8)	S.T. (Col. 9)	Literates (Col. 10)	Illiterates (Col. 11)	'Yes' in 14A (Col. 12)	'No' in 14A (Col. 13)	'Yes' in 14B (Col. 14)	'No' in 14B (Col. 15)	Entry in Q. 15A			
													C (Col. 16)	AL (Col. 17)	HHI (Col. 18)	OW (Col. 19)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
1																
2																
3																
4																
5																
6																
7																
8																
9																
0																
1																
2																
3																
4																
5																
6																
7																
8																
9																
0																
Total	@															

Checked and found correct

Signature of Circle Supervisor.....

Date .....

@Count number of entries

Column numbers shown within brackets refer to

INDIA 1981

ENUMERATOR'S ABSTRACT

Schedules Part II : Population Record)

Page No.....

Normal .....

Number of household by type* Institutions .....

Houseless .....

FEMALE															
'Yes' in 16 (Col. 20)	'No' in 16 (Col.21)	S.C. (Col.22)	S.T. (Col.23)	Literates (Col 24)	Illitera-tes (Col.25)	'Yes' in 14A (Col.26)	'No' in 14 A (Col.27)	'Yes' in 14B (Col.28)	'No' in 14B (Col.29)	Entry in Q. 15A				'Yes' in 16 (Col. 34)	'No' in 16 (Col. 35)
										C (Col.30)	AL (Col.31)	HHI (Col.32)	OW (Co l.33)		
18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33

Col. 1 : Line No.

186. As in the Houselist form, which some of you may have handled in 1980 for Houselisting operations, here also, line numbers are being provided. The lines have been numbered as 1, 2, 3, 4, 5, 6, 7, 8, 9, 0 and repeated likewise. The idea is to reduce your scriptory work, so that when you go to the 10th line, you put 1 at the 10th place to make the line number read as 10. Similarly, write, 1 in the 10th place on the next line to read as 11 and so on. You should not change the printed line number in case you have to score out a line owing to mistakes committed in copying. The last line number will incidentally give you the total number of households of a particular type entered in the Working Sheet which should tally with the total of entries in column 2 which you are required to enter at the right hand top corner of the form under 'Number of households by type', but if you have scored out any line owing to some mistake in copying, then this tally cannot be achieved.

Col. 2 : Sl. No. of household

187. This number will be copied from the top of the Household Schedule form you are dealing with.

Cols. 3 to 5 : Persons, males and females

188. In these columns, enter total of columns 2, 4 and 5 respectively as struck by you in the concerned Population Record (Part II of the Household Schedule).

Cols. 6 to 33 of the Working Sheets

189. The column headings are self-explanatory. Under each column, the column number of the Population Record. *i.e.*, Part II of the Household Schedule has been indicated within brackets. You have merely to take the total of the relevant column of the Population Record and post it under the appropriate column of the working sheet in respect of a particular household. Please note that as in the Population Record, the male and female sections are separate in the working sheet also for ease of copying.

190. **Total.**—A separate line has been provided for entering the total. Total for columns 3 to 33 are straight forward totals. Total for column 2 will have to be derived by counting the entries, as indicated in the foot-note.

190.1. It is expected that you will be using more than one Working Sheet for Normal households. Therefore, you will have to derive the 'totals' for all the columns pertaining to the Working Sheets of Normal households on the last page. Identify this line (*i.e.* total) by writing 'Normal' in column 2 meaning thereby that these totals relate to Normal households.

190.2. Having struck totals for all columns relating to Normal households, Institutional households and Houseless households separately, you have to carry over the totals relating to Institutional households and Houseless households on to the last page of the sheets pertaining to 'Normal households' and strike grand total. For doing so, please write 'Institutional' against the concerned line in column 2 of the Working Sheet and 'Houseless' against the concerned line (in column 2 of the Working Sheet) and then strike the 'grand total' and write 'Grand total' in column 2. If, however, there be no space on the last page of the working sheet(s) relating to Normal households for striking these totals, you may use a separate sheet for this purpose and attach it to the set of Working Sheets relating to Normal households.

191. **Instructions for filling up the Enumerator's Abstract form.**—A specimen of the Enumerator's Abstract form is given on the next page. The instructions are given hereafter.

192. **Location Code.**—The Location Code, as noted in the Working Sheet and in all your other documents, consisting of the five elements, namely, State, District. Tehsil/Taluka/PS/Development Block/Circle or Town, Village or Ward and Enumeration block number within brackets, should be given here.

193. **Name of Enumerator.**—You should write your name here.

194. **Total number of occupied residential houses.**—You have merely to copy the figures noted in sub-section B of Section 1 of the Abridged Houselist.

195. **Number of Normal households.**—You will recall that you have noted the number of households by type on the right-hand top corner of the first page of the working sheets relating to Normal households. You have to take this figure for Normal Households and post it here.

196. **Number of Institutional households.**—You will again recall that you have noted the number of households by type on the right-hand top corner of the first page of the Working Sheets relating to Institutional households. You have to take this figure for Institutional households and post it here.

197. **Number of Houseless households.**—As in the case of number of Institutional households you have to take the figure pertaining to Houseless Households from the right-hand top corner of the Working Sheet for number of households by type and post it here.

NOTE : Please put a cross (×) against the items 'Number of Institutional households' and 'Number of Houseless households', as the case may be, if there are no such households in your enumeration block.

198. **Total Number of households.**—On the right hand top, you have noted the number of Normal households, Institutional households and Houseless households separately. You have merely to add them up and enter the figure here. As a quick check for

CENSUS OF INDIA 1981

ENUMERATOR'S ABSTRACT

To be compiled from working sheet for Enumerator's Abstract)

Location Code ..... No. of normal households .....

Name of Enumerator ..... No. of institutional households .....

Total No. of occupied ..... No. of houseless households .....

residential houses..... Total No. of households .....

Sl. No.	Particulars	Persons	Males	Females
1	2	3	4	5
1.	Population inclusive of population shown against serial Nos. 16 & 17, (Total of cols 3, 4 & 5 of grand total line in the last page of working sheets for *normal* households)			
2.	Scheduled Caste (grand total of cols. 6 & 20)			
3.	Scheduled Tribe (grand total of cols. 7 & 21)			
4.	Literate (grand total of cols. 8 & 22)			
5.	Illiterate (grand total of cols. 9 & 23)			
6.	'Yes' in 14A (grand total of cols. 10 & 24)			
7.	'No' in 14A (grand total of cols. 11 & 25)			
8.	'Yes' in 14B (grand total of cols. 12 & 26)			
9.	'No' in 14B (grand total of cols. 13 & 27)			
10.	'C' in 15A (grand total of cols. 14 & 28)			
11.	'AL' in 15A (grand total of cols. 15 & 29)			
12.	'HHI' in 15A (grand total of cols. 16 & 30)			
13.	'OW' in 15A (grand total of cols. 17 & 31)			
14.	'Yes' in 16 (grand total of cols. 18 & 32)			
15.	'No' in 16 (grand total of cols. 19 & 33)			
16.	Institutional population (Total of institutional line cols. 3, 4 & 5 in last page of working sheet for *normal* households)			
17.	Houseless population (Total of Houseless line cols. 3, 4 & 5 in last page of working sheet for *normal* households)			

Checked and found correct

Signature of Supervisor..... Signature of Enumerator .....

Date..... Date.....

Note : Columns mentioned under col. 2 within brackets are columns of working sheet from which data have to be posted.

accuracy, you may refer to sub-section C of Section 1 of the Abridged Houselist where you have noted the number of households and these two figures should tally.

Cols. 1 to 5

199. The next section deals with 17 items and 5 columns. The particulars are given under column 2 and the column numbers of the Working Sheet to which the particulars relate have been indicated within brackets in each case. For particulars noted against Sl. Nos. 1 to 15, you have to take the relevant figures of the columns indicated within brackets and post them under the appropriate columns 3, 4 and 5 of this form. The figures will be found on the last page of the Working Sheet dealing with Normal households against the line representing 'Grand total'.

Sl. No. 1 : Population inclusive of population shown against Sl. Nos. 16 and 17 of the form

200. In columns 3, 4 and 5 of the Enumerator's Abstract form, you will have to give the grand totals of columns 3, 4 and 5 as derived on the last page of the Working Sheet dealing with Normal households and where you have struck total for all entries in respect of Normal households, Institutional households and Houseless households. These figures will be inclusive of the population figures reflected under columns 3, 4 and 5 against Sl. Nos. 16 and 17 of this form.

Sl. Nos. 2 to 15

201. These items hardly call for any explanation. The column numbers are indicated within brackets against each. You have merely to take the appropriate figure from the line representing 'Grand total' on the last page of the Working Sheet dealing with Normal households and post the appropriate figure under columns 4 and 5, as the case may be, and derive total in column 3.

Sl. No. 16 : Institutional households

202. On the last page of the Working Sheet dealing with Normal households, you have entered the total in respect of the Institutional households. You have to take the figures of columns 3, 4 and 5 of the line in the Working Sheet representing the 'Institutional households' and enter the same in columns 3, 4 and 5 of the Enumerator's Abstract form.

Sl. No. 17 : Houseless population

203. Here again, you have to look to the last page of the Working Sheet dealing with Normal households and take the figures given in columns 3, 4 and 5 of the line representing Houseless households and post them in columns 3, 4 and 5 of the Enumerator's Abstract form.

Please note that the Institutional population and Houseless population indicated against Sl. Nos. 16 and 17 are included in the total population of your enumeration block shown against Sl. No. 1.

204. It is needless to add that you should check the entries carefully and after satisfying yourself that everything is in order, you should sign the filled in Working Sheets and Enumerator's Abstract form. If you have, by any chance, been put incharge of more than one enumeration block, please remember that you will have to prepare separate sets of Working Sheets and Enumerator's Abstract for each of the enumeration blocks assigned to you.

205. You have now to arrange all your records which would be the following :

(1) Notional Map,

(2) Layout Sketch,

(3) Filled in and updated Abridged Houselist which you have updated as per instructions given in paragraph 155,

(4) Filled in Household Schedule books,

(5) Filled in Individual Slip pads,

(6) Working Sheets for Enumerator's Abstract in three sets tagged together,

(7) The Enumerator's Abstract form,

(8) Filled in Degree Holder and Technical Personnel Schedules,

(9) Statement showing the number of Degree Holder and Technical Personnel Schedules received, issued, filled in schedules collected and blank schedules returned, (appendix viii),

(10) Blank forms, Household Schedule books and Individual Slip pads referred to above,

(11) Blank Degree Holder and Technical Personnel Schedules.

206. You are now required to hand over all the documents with an inventory which should contain the Book No. of Household Schedules and Pad Nos. of Individual Slips, to your Supervisor. Having done so, you have completed your job in so far as the 1981 Census operation is concerned and you can reasonably take pride in having performed a national task well.

APPENDIX I

INSTRUCTIONS TO ENUMERATORS FOR UP-DATING SECTION 2, FILLING UP OF SECTION 3 AND FILLING UP OF SECTION 1 OF THE ABRIDGED HOUSELIST

Introduction

As in the 1971 Census, an Abridged Houselist will have to be prepared at the 1981 Census also. The Abridged Houselist establishes an essential link between the Houselist and the population enumeration. It will serve as a frame for assigning household serial number to each household in an enumeration block, as will be seen later, and it will also serve as a frame for post-enumeration surveys and other surveys which may be taken up in the future. The Abridged Houselist will be prepared separately for each enumeration block. It is an important document and you must fill it up carefully after reading these instructions given in the notes to the Abridged Houselist form itself. A copy of the Abridged Houselist form comprising Sections 1, 2 and 3 is enclosed (Annexe I).

2. You will be given one copy of the Abridged Houselist form for your block by your Supervisor. You will notice that identification particulars and Section 2 of the form are already filled in (Annexe II). At the beginning will be given the identification particulars and location code of your block. Section 2 contains essentially a list of all census houses and households in your block copied from the Houselist. This list has to be updated by you as at the enumeration, because some changes might have taken place in your block since the houselisting operations. Some of the census houses which existed at the time of houselisting, might have been demolished and new census houses might have come up. Again, some of the households might have moved out and some new households might have moved in. All these will have to be taken care of by you in updating the Abridged Houselist. The new census houses and households will have to be listed by you in Section 3. Section 1 will be filled up at the end of the enumeration.

3. While going round your block for enumeration, you will have to check whether each census house and household listed in Section 2 of the Abridged Houselist is actually there. At the same time, you will also have to look for new census houses and new households which are not listed in Section 2. It is also possible that some of the census houses or households in Section 2 are still there but their particulars might have changed.

4. The following situations may arise :

(i) A household listed in Section 2 might have moved out leaving the census house or part occupied by it vacant,

(ii) A building or census house listed in Section 2 might no longer exist,

(iii) A household listed in Section 2 might have moved out and a new household might have moved in, in its place,

(iv) The fully residential, partly residential or non-residential use of a census house listed in Section 2 might have changed,

(v) The head of a household listed in Section 2 might have changed,

(vi) A new household might have moved into a vacant or non-residential census house,

(vii) A new building which is not listed in Section 2 might have come up,

(viii) A new census house might have come up in a building already listed in Section 2,

(ix) A new household might have moved into an already occupied residential house.

5. In case of situations (i) and (ii), the relevant entries in Section 2 will have to be deleted, in case of (iii), (iv), (v) and (vi) the entries in Section 2 will have to be suitably amended and in case of (vii), (viii) and (ix), Section 3 will have to be filled. The instructions for deleting or amending entries in Section 2 or for filling up Section 3 in each of these situations are given below.

Instructions for recording changes in Section 2

6. In the case of the first six situations mentioned in paragraph 4 above, necessary changes or corrections will have to be made in Section 2 as follows :

(i) If a household appearing in Section 2 has moved out leaving the census house or part occupied by it vacant then the entries in columns 5 to 8 relating to the household have to be deleted. In column 8 write in such cases "Household left". *Please note that when any census house or household is deleted in Section 2, the serial number in column 1, house number, household number or the serial number of household in column 7 of subsequent houses and households should not be changed.*

(ii) If you find that a building or census house appearing in Section 2 no longer exists, all the lines relating to the building or census house will have to be deleted. In this case also, the subsequent serial numbers in columns 1 and 7 need not be changed.

(iii) If a household listed in Section 2 has moved out and another household has moved in its place, the name of the head of household in column 6 will be changed in Section 2. Indicate this reason for the change in column 8.

(iv) If the use to which a census house is put has changed, the entry in column 4 for that census house in Section 2 will have to be scored out and the current use entered. Such a change in use of the house might be coupled with a household leaving or a household moving into the census house. For example, where a partly or fully residential house is now used for *purely* non-residential purposes, not only the entries in column 4 should be scored out and the current use of the house should be recorded, but the entries from columns 5 to 8 should also be deleted as the household living in it earlier would have moved out. If more than one household was recorded in that census house, all the entries in subsequent lines relating to such households should also be deleted.

However, in cases where the census house has remained non-residential but only the use has changed, the entry in column 4 will have to be scored out and a fresh entry made to indicate the new use. Where a non-residential house has become a partly or fully residential house, one or more household might have moved into the census house. In this case, first the entries in Section 2 will be scored out and the current use should be recorded in column 8 for cross reference since particulars of the new household(s) which might have moved in would be entered in Section 3 in columns 1 to 8. In such cases please quote serial number of the entry in Section 3 in column 8 of Section 2.

Other changes in use of a census house from partly residential to fully residential or from fully residential to partly residential may or may not involve household(s) moving in or household(s) moving out. If movement of households is involved, such movement should be treated in the manner described above.

(v) If the head of a household has changed, the entry in column 6 (name of head of household) in Section 2 should be scored out and the name of current head of household should be entered.

(vi) If a new household has moved into a vacant house, then the entries in all columns of Section 2 have to be scored out and fresh entries made in Section 3. Reason for scoring out should be given in column 8. If more than one new household has moved into such census house, then all the households have to be entered in Section 3. In this case also for cross reference please quote serial number of entry in Section 3 in column 8 of Section 2.

7. *Please note that the reason for any change that you may make in Section 2 must be given in column 8 as illustrated above.*

Instructions for filling up Section 3

8. The columns of Section 3 and Section 2 are identical. The serial number in column 1 should run for Sections 2 and 3 continuously, *i.e.,* the first serial number entered in Section 3 will be in continuation of the last serial number in Section 2.

9. Before you enter a new building or census house in Section 3, please recall the definition of census house. The manner in which new buildings, new census houses or new households have to be numbered has already been indicated to you. It must be remembered that a new building will be numbered on the basis of the number which the previous building has. For example, a new building which has come up recently between building Nos. 45 and 46, will be numbered as 45/1, *etc.* Similarly, new census houses will have to be numbered by use of brackets. If in building No. 43, there was previously one census house but now there are two, these will have to be numbered as 43(1) and 43(2). For new households, you will have to number them by use of alphabets within brackets such as 43(1)(a), 43(1)(b), *etc. It is important to note that new non-residential houses must also be entered in Setcion 3.*

10. Section 3 will have to be filled up when you come across the situations mentioned in sub-paras vii, viii and ix of para 4. There are cases where a new building which is not listed in Section 2 has come up, or a new census house might have come up in a building already listed in Section 2, or a new household might have moved into an already occupied residential house.

11. If you come across a new building which is not listed in Section 2, you must give it an appropriate building number (Please see paragraph 9.) and enter this building number in column 2. If there is only one census house in this new building, you must obviously enter the same number again in column 3, because in such a case the building number and the census house number are the same. If there are two or more census houses in this building, then you will have to give these appropriate census house numbers (Please see paragraph 9.) and enter these in different lines in column 3. Having filled columns 1, 2 and 3, you must now record the use or uses to which this new building and the census house or houses in it is or are being put. Obviously if there is more than one census house, you must record the use to which each one of these is being put in column 4 in the appropriate line. If the use is completely non-residential, then no further details need be entered in columns 5, 6 and 7 and you must only write "—" in these columns.

12. The new building or the census houses in it may be occupied by a household or more than one household. If there is a household or more than one, you must give the household or households a household number (Please see paragraph 9.) and enter this number in the appropriate line in column 5. Please note that if there is an entry in column 4 like "workshop-*cum*-residence", "residence", *etc.*, then there must be an entry in column 5. In all such cases, columns 6 and 7 must also be completed.

13. In case of a new census house in a building already listed in Section 2, enter census house number in column 3. Please note that if the building in Section 2 had only one census house, its census house number will now have to be changed. For example, if building number 43, had one census house only in Section 2 numbered as 43, and if you now find another census house in this building the census house number in Section 2 will have to be changed as 43(1) and the new census house in Section 3 will be entered with number 43(2). It should, however, be noted that if a new household has moved into a census house already listed in Section 2, the census house number should not be repeated in column 3 of Section 3. You need only to fill columns 5 and 6 of Section 3 and put dashes '—' in columns 2, 3 and 4. Where more than one line relating to the same building or census house has to be filled, the building number or census house number should be entered only in the first line and in subsequent lines, write only '—'.

14. In column 4, the use of the census house should be recorded only for new census houses. For such census houses, the description of the purpose for which the census house is used, should be enquired and recorded in full, *e.g.*, residence, workshop-*cum*-residence, shop-*cum*-residence, *etc.* This will be recorded only in the first line used for the census house against the census house number. If more than one line is used for the new census house, because there are more than one household, put '—' in column 4 in the second and subsequent lines.

15. In column 5, the household number will be recorded for each new household. For a new census house listed in Section 3, the households residing in it will be listed in each line starting from the first line. If the census house is non-residential, write '—' in this column. Please note that where a new household has moved into a census house already listed in Section 2 with only one household residing in it, the number of the household listed in Section 2 will have to be changed. For example, if census house number 45 had only one household residing in it and listed as number 45 in Section 2 and you now find more than one household in that census house, then you will have to change the number of the household in Section 2 to 45(a). The new households will be entered in Section 3 and numbered as 45(b), 45(c), *etc.*, but there will be no entries in columns 2, 3 and 4, *i.e.*, building number, census house number and use to which census house is put, relating to households 45(b) and 45(c). You should put dash '—' in columns 2, 3 and 4 and record new household in column 8 for these households.

16. In column 6, against a household number in column 5, write the name of head of household. If in column 5, there is '—', *i.e.*, if the use of the census house is solely non-residential, repeat the '—' in column 6 also.

17. The serial number of household in column 7 should run continuously for the enumeration block. This means in Section 3, every household should be given a serial number *in continuation of the serial number* of the households in Section 2 (column 7).

18. You may remember that during houselisting, only those households which lived in census houses were listed. There are many households which live on pavements, *etc.*, and do not live in census houses. These are Houseless households. Such Houseless households will be noticed by you when you go round your enumeration block. You must enumerate the Houseless households as you would have been told, on the last day of the enumeration period, *i.e.*, on the February 28, 1981, and this enumeration will be done late in the evening when these Houseless households settle down for the night. Every such household will have to be entered serially in Section 3 of the Abridged Houselist after all the census houses have been covered. For these households only '—' will be entered in columns 2 to 4 and 'O' in column 5. The serial number in columns 1 and 7 will run continuously as mentioned earlier for these households also. The serial number of the household for these Houseless households will have a prefix 'O', separated by a dash '—'. Examples of how these numbers will be written are given at the end (Annexe III).

Instruction for filling up Section 1

19. Section 1 relating to the population of the Enumerator's Block will have to be filled in by you at the end of the enumeration. After you have completed your Enumerator's Abstract, you must enter the figures of population, number of occupied residential houses and number of households against Parts A, B, and C in Section 1. The instructions to fill in Parts A, B and C of Section 1 are described below.

20. Part A of Section 1 (Population of Enumerator's Block) will be copied from the Enumerator's Abstract which you will prepare after the revisional round has been completed in your enumeration block and totals struck. For filling up Part B of Section 1 (number of occupied residential houses) you will have to count the entries in column 3 (Census House No.) of both Sections 2 and 3 of the Abridged Houselist. It should be noted that in column 3 of the Abridged Houselist in Sections 2 and 3, not only residential houses, but

non-residential houses would also have been entered. Therefore, in order to ascertain the number of occupied residential houses, you will have to check the entry in column 3 of Sections 2 and 3 with the corresponding entry in column 4 of the Abridged Houselist. A census house entered in column 3 will qualify to be counted as an occupied residential house if there is a corresponding entry of either 'wholly residential' or 'partly residential' in column 4. For example, if Census House No. 7(1) in column 3 is described as 'residence' in column 4, it will be reckoned as an occupied residential house. Similarly, if Census House No. 9 in column 3 is shown as workshop-*cum*-residence in the corresponding column 4, it will also be reckoned as an occupied residential house. On the other hand, if Census House No. 7(1) is shown as 'office' in column 4 and Census House No. 7(2) is shown as 'factory' in column 4 of either Section 2 or 3 of the Abridged Houselist, neither of these will qualify to be reckoned as an occupied residential house. It must be noted that census houses entered in column 3 against which the corresponding entries are 'vacant' in column 4, should not be reckoned as occupied residential houses. Normally, for every occupied residential house, there will be corresponding entries in column 5 (Household No.), column 6 (Name of the Head of the Household) and column 7 (Sl. No. of the Household), except in cases where the occupants of a residential house have gone on a temporary journey/ pilgrimage which fact will be noted in the Remarks column. In such a case, the entry in column 4 will doubtless be shown as 'residence'. Please note that if a residential census house has been entered more than once in column 3 through oversight it should not be counted more than once because it will inflate the number of occupied residential houses.

21. Part C of Section 1 of the Abridged Houselist (Number of households), will have to be ascertained by counting entries in column 5 in Sections 2 and 3 which should be easy. The entries could be, say 1 or 1(1) or 1(a) or 1(1)(a) in column 5. depending on whether the household lives by itself in a house which is also a building or lives in a building which has more than one census house or is sharing the building with one or more households or sharing the census house with one or more census households respectively. Needless to say, there will be a corresponding entry in column 6 (Name of the Head of the Household) and column 7 (Sl. No. of the Household) for all such households. You should count the number for your block and write the figure in Part C of Section 1.

General

22. Before you hand over the completed Abridged Houselist, you must ensure that all the sections have been completed.

ANNEXE I

CENSUS OF INDIA 1981

ABRIDGED HOUSELIST

Identification particulars

Name of State/Union Territory .....Code No..... Name of Village/Town..... Code No. .....

Name of District.....Code No. ..... Name or No. of Ward/Mohalla/Hamlet.....Code No. .....

Name of Tehsil/Taluka/P.S./Dev. Block/Circle etc. ..... Code No..... Enumerator's Block No. .....

SECTION : 1 : (To be filled only on completion of census enumeration)

(A) Population of Enumerator's Block..... (B) Number of occupied residential houses.....(C) Number of households.....

SECTION : 2 : Houselist particulars (To be initially copied from the original Houselist).

Sl. No.	Building No.	Census House No.	Purpose for which Census House is used	Household No.	Name of the Head of the Household	Sl. No. of Household	Remarks
1	2	3	4	5	6	7	8

ANNEXE I

CENSUS OF INDIA 1981

ABRIDGED HOUSELIST

Identification particulars

Name of State/Union Territory .....Code No. ..... Name of Village/Town.....Code No. .....

Name of District.....Code No. ..... Name or No. of Ward/Mohalla/Hamlet .....Code No. .....

Name of Tehsil/Taluka/P.S./Dev. Block/Circle, etc. .....Code No. ..... Enumerator's Block No. .....

SECTION : 3 Addenda to Section 2 : (To record census house/households not covered in Section 2 but found by census enumerator during enumeration)

Sl. No.	Building No.	Census House No.	Purpose for which Census House is used	Household No.	Name of the Head of the Household	Sl. No. of theHouschold	Remarks
1	2	3	4	5	6	7	8

SECTION 3 *Concld.* Loaction Code ..... Page No.....

Sl. No.	Building No.	Census House No.	Purpose for which Census House is used	Household No.	Name of the Head of the Household	Sl. No. of the Household	Remarks
1	2	3	4	5	6	7	8

Checked and found correct Dated Signature of

Supervisor..... Enumerator .....

ANNEXE II

Page No. .....

CENSUS OF INDIA 1981

ABRIDGED HOUSELIST

Identification particulars

Name of State/Union Territory UTTER PRADESH.....Code No. ....22..... Name of Village/Town BISHENPUR .....Code No. 136.....

Name of District.....RAMPUR .....Code No. ..22..... Name or No. of Ward/Mohalla/Hamlet BISHENPUR KHAS Code No.....

Name of Tehsil/Taluka/P.S./Dev. Block/Circle etc.....Code No. ..22..... Enumerator's Block No. .....148.....

SECTION : 1 : (To be filled only on completion of census enumeration)

(A) Population of Enumerator's Block..... (B) Number of occupied residential houses..... (C) Number of households ....

SECTION : 2 : Houselist particulars : (To be initially copied from the original Houselist)

Sl. No.	Building No.	Census House No.	Purpose for which Census House is used	Household No.	Name of the Head of the Household	Sl. No. of the Household	Remarks
1	2	3	4	5	6	7	8
1.	1	1(1)	Workshop-cum-residence	1(1)	Sankar	1	
2.	—	1(2)	Cattleshed	—	—	—	
3.	2	2(1)	Workshop-cum-residence	2(1)	Sheila Rani	2	
4.	—	2(2)	Cattleshed-rearing cattle for sale of milk	—	—	—	
5.	3	3	Workshop-cum-residence	3(a)	Ramesh	3	
6.	—	—	—	3(b)	Gobind	4	
7.	4	4(1)	Workshop-cum-residence	4(1)	Dinanath	5	
8.	—	4(2)	Cattleshed	—	—	—	
9.	5	5(1)	Shop-cum-residence	5(1)	Moolchand	6	
10.	—	5(2)	Vacant	—	—	—	under repair
11.	6	6(1)	Shop-cum-residence	6(1)(a)	Bhola	7	
12.	—	—	—	6(1)(b)	Bhikaram	8	
13.	—	6(2)	Cattleshed-rearing cattle for sale of milk	—	—	—	

Sl. No.	Building No.	Census House No.	Purpose for which Census House is used	Household No.	Name of the Head of the Household	Sl. No. of the Household	Remarks
1	2	3	4	5	6	7	8
14.	7	7(1)	Residence	7(1)(a)	Jadunath	9	
15.	—	—	—	7(1)(b)	Kailash	10	
16.	—	7(2)	Residence-cum-pig rearing	7(2)	Hamvati	11	

Dated Signature of
Charge Office Clerk ..sd.....

Checked and found correct
Charge Officer ..sd.....

Dated Signature of
Enumerator.....sd.....

ANNEXE III

CENSUS OF INDIA 1981

ABRIDGED HOUSELIST

Identification particulars

Name of State/Union Territory BIHAR.....Code No ...4..... Name of Village/Town HAZARIBAGH.....Code No. ....1.....

Name of District HAZARIBAGH.....Code No. 8..... Name & No. of Ward/Mohalla/Hamlet XI.....Code No. ....11.....

Name of Tehsil/Taluka/P.S./Dev. Block Circle etc. .....Code No. ..... Enumerator's Block No. .....120.....

SECTION : 1 : (To be filled only on completion of census enumeration)

(A) Population of Enumerator's Block ..104..... (B) Number of occupied residential houses..12..... (C) Number of households....16.....

SECTION 2 : Houselist particulars : (To be initially copied from the original Houselist)

Sl. No.	Building No.	Census House No.	Purpose for which Census House is used	Household No.	Name of the Head of the Household	Sl. No. of the Household	Remarks
1	2	3	4	5	6	7	8
1.	182	182(1)	Residence	182(1)(a)	Bishesher	1	
2.	—	—	—	—	—	—	Household left
3.	—	182(2)	Residence-cum-workshop	182(2)	Ramesaran	3	
4.	183	—	—	—	—		Since completed and occupied. See Sl. 26 & 27 in Sec. 3.
5.	184	184(1)	Shop-cum-workshop cum residence	184(1)	Abdul Kadar	4	
6.	—	184(2)	Laundry		—	—	
7.	185	185(1)	Doctor's clinic-Allopathic	—	—	—	
8.	—	185(2)	Book binding workshop	—	—	—	
9.	—	185(3)	Book Shop	—	—	—	
10.	186	188	Shop-cum-residence	186	Bishandayal	5	
11.	187	187	Shop-cum-workshop-cum-residence	187	Kishenlal	6	
12.	188	188	School-cum-residence	188	Shivcharan	7	
13.	189	189(1)	Community centre	—	—	—	
14.	—	189(2)	Business house	—	—	—	

SECTION : 2 *Concld.* Location Code 4/8/11 (120) Page No. .....

Sl. No.	Building No.	Census House No.	Purpose for which Census House is used	Household No.	Name of the Head of the Household	Sl. No. of the Household	Remarks
1	2	3	4	5	6	7	8
15.	190	190(1)	Shop-cum-residence	190(1)	Govind Singh	8	
16.	—	—		—	—	—	Use changed. See Sl. 29 in Sec 3
17.	191	191(1)	Workshop-cum-residence	191(1)	Ramvati	9	
18	—	191(2)	Shop	—	—	—	Use has changed
19.	192	192(1)	Residence	192(1)	Chand Ram	10	
20.	—	192(2)	Cattle shed-rearing for sale of milk	—	—	—	
21.	193	193	Tea shop				Use has changed and household left
22.	—	—	—				
23.	194	194(1)	residence	194(1)(a)	Hari Ram	13	Use has changed and another household moved in Sec. Sl. 30
24.	—	194(2)	Workshop	—	—	—	
25.	195	195	Residence (Vacant)	195	Dukhiram	14	Household temporarily goes on piligrimage

Dated Signature of Sd/-
Charge Office Clerk.....

Checked and found correct
Charge Officer.....Sd/-.....

Dated Signature of
Enumerator .....Sd/-

ANNEXE III

CENSUS OF INDIA 1981

ABRIDGED HOUSELIST

Identification particulars

Name of State/Union Territory .....Bihar.....Code No. 4..... Name of Village/Town.....Hazaribagh.....Code No. 1 .....

Name of District..... .....Hazaribagh..... Code No. 8..... Name or No. of Ward/Mohalla/Hamlet.....XI.....Code No. 11 .....

Name of Tehsil/Taluka/P.S./Dev. Block/Circle etc. .....Code No. ..... Enumerator's Block No. .....120.....

SECTION : 3 Addenda to Section 2: (To record census house households not covered in Section 2 but found by census enumerator during enumeration)

Sl. No.	Building No.	Census House No.	Purpose for which Census House is used	Household No.	Name of the Head of the Household	Sl. No. of the Household	Remarks
1	2	3	4	5	6	7	8
26.	183	183	Residence	183(a)	Deosharan	15	New household
27.	—	—	—	183(b)	Shivsharan	16	New household
28.	185/1	185/1	Doctor's clinic-homoeopathic	—	—	—	New house
29.	—	190(2)	Baithak-cum-residence	190(2)	Kishen Singh	17	New household
30.	—	—	—	194(1)(b)	Kishan Ram	18	New household
31.	—	—	—	0	Ramlal	0-19	Houseless household
32.	—	—	—	0	Lakhmania	0-20	Houseless household
33.	—	—	—	0	Basmatia	0-21	Houseless household
34.	—	—	—	0	Kedar Singh	0-22	Houseless household
			—				

Checked and found correct
Sd/
Supervisor.....

Dated Signature of
Sd/-
Enumerator.....

APPENDIX II

LIST OF A FEW TYPICAL INDUSTRIES THAT CAN BE CONDUCTED ON A HOUSEHOLD INDUSTRY BASIS

Foodstuffs

Production of flour by village chakkis or flour mills; milling or dehusking of paddy; grinding of chillies, turmeric, *etc.;* production of gur, khandsari, boora, *etc.;* production of pickles, chutney, jams, *etc.;* processing of cashewnuts; making of dried vegetables; manufacture of sweet-meats and bakery products; production of butter, ghee, *etc.;* slaughtering and preservation of meat and fish; fish curing, *etc.*, oil pressing ghani.

Beverages

Manufacture of country liquor, toddy; production of soda water, ice, ice cream, sharbats, *etc.;* processing of coffee, *etc.*

Tobacco Products

Manufacture of bidi, cigars, cherroots, tobacco, snuff, *etc.*

Textile Cotton

Cotton ginning, carding, pressing and bailing spinning, *etc.;* dyeing and bleaching of cloth; weaving in handlooms or powerlooms or manufacture of khadi; cloth printing; making of fishing nets, mosquito nets, cotton thread, rope, twine, *etc.*

Textile Jute, Wool or Silk

Similar type of production or processing as mentioned under Textile Cotton but pertaining to the material concerned.

Textile Miscellaneous

Making of durries, carpets, hosiery, embrodiery work; lace garland making; manufacture of chrochet headgear; making of newar, bed covers, (curtains, pillow, pillow cases, *etc.*); making of mattress, quilt (*rezai*), *etc.;* making of namda felt, coconut fibre for upholstery; making of brushes, brooms, *etc.*, from coconut fibres; coir spinning; manufacture and repair of umbrellas; manufacture of dolls and toys (rags and cotton), *etc.*

Manufacture of Wood and Wood Products

Sawing and planing of wood, manufacture of wooden furniture, structural goods like beams, door and window frames, *etc.*, wooden agricultural implements and their repair, wooden lacquerware, wooden toys, wood carving, sawdust and plaster figure making, inlay work; match splinters, plywood and veneers, *etc.;* making palm leaf mats, fans, umbrellas, *etc.*, baskets and broomsticks, caning of chairs; making of chicks and khas khas tatties; making of cart wheels, wooden sandals, *etc.*

Paper and Paper Products

Manufacture of pulp and paper by hand; making of envelopes, paper made articles, card board boxes. paper flower, paper kites, toys, *etc.*

Printing and Publishing

Printing works, lithography, block-making, book binding, *etc.*

Leather and Leather Products

Flaying and processing of hides and skins; making leather footwear, wearing apparel of leather and fur; repair of shoes or other leather products.

Rubber, Petroleum and Coal Products

Vulcanising tyres and tubes; manufacture of chappals from torn tyres and other rubber footwear; manufacture of rubber products from natural and synthetic rubber.

Chemicals and Chemical Products

Manufacture of toys, paints, colours, *etc.;* manufacture of matches, fireworks, perfumes, cosmetics; manufacture of ayurvedic medicines, soap, plastic products, celluloid goods; manufacture of ink, candles. boot polish, *etc.*

Non-metallic Mineral Products—other than Petroleum and Coal

Making of bricks, roofing tiles, sanitary fittings, cement statues, stone or marble carvings, manufacture of stone structurals, stone dressing and stone crushing, mica splitting and manufacture of other mica products; making of earthenware and pottery, crockery, glass beads and bangles, earthen toys; manufacture of glass products, *etc.*

Basic Metals and their Products except Machinery and Transport Equipment

Manufacture of iron arms and weapons and their service and repair, iron and steel furniture, brass, bell-metal utensils, aluminium utensils, tin utensils, copper utensils, *etc.;* nickeling and electro-plating, blacksmithy; manufacture and repair of agricultural implements such as plough-share, *etc.;* making and repairing of locks and trunks, cutlery; manufacture of scales, weights and measures and foundry industry, *etc.*

Machinery (all kinds other than Transport) and Electrical Equipment

Manufacture of small machine tools and parts; repairing and servicing of fans, radios, domestic electrical appliances, *etc.*

Transport Equipment

Repairing and servicing of automobiles; manufacture of cycle parts, rickshaw parts, boats and barges; manufacture of animal-drawn and hand-drawn vehicles such as bullock carts, wheel barrow, *etc.*

Miscellaneous Manufacturing Industries

Repair of spectacles, photographic equipment; goldsmithy, silver filigree industry; gold covering work, bidriware; repair of musical instruments, fountain pens; making of cowdung cakes, manufacture of sports goods; repairing of petromax lights; making of buttons and beads from conchshell and horn goods.

APPENDIX III

CLASSIFIED LIST OF OCCUPATIONS
i.e., DESCRIPTION OF WORK

(Questions 15A and 15B)

Professional, Technical and Related Workers

(Do not merely say an Engineer, Doctor, Teacher, *etc.*, in describing the work of an individual but furnish more precise particulars as given below.) Indicate clearly in respect of engineers to what branch they belong such as civil, mechanical, electrical, metallurgical, mining, *etc.* In respect of physicians, state if they are allopathic, ayurvedic, homoeopathic, *etc.* Physiologists and dentists, *etc.*, should be recorded. As regards teachers, state if they are university teachers, secondary school, middle school, primary school or kindergarten teachers. There are various other types of chemists, physicists, archaeologists, nurses, pharmacists, health technicians, jurists, social scientists such as economists, statisticians, geographers, historians, anthropologists, *etc.*, as also artists, writers, painters, sculptors, actors, *etc.*, draghtsmen, laboratory assistants, librarians, ordained religious workers, astrologers, *etc.*, who will have to be recorded with particulars of their work.

Administrative, Executive and Managerial Workers

(Do not merely say Government Officer, an officer in a private firm or concern but give further particulars.) They may be in Government service or under a local body or in a business firm, manufacturing establishment or a catering establishment or a transport company and so on. Their full description should be recorded such as for example, Secretary to the Government of India, District Collector, Municipal Commissioner, Executive Officer of a Panchayat, Director of a firm, Manager of a business concern, Proprietor and Manager of a hotel, elected and legislative officials, aircrafts and ships officers, *etc.*

Clerical Workers

(Do not merely denote the work of a person as clerk or office worker but furnish further particulars.) State clearly the type of work done such as, cashier, accountant, stenographer, typist, computing clerk, key punch operator, office assistant, guard, brakeman, traffic controller, railway ticket inspector, postman, telephone/teleprinter/wireless operator, record keeper, despatcher, *etc.*, office workers would also include peons, daftries, *etc.*

Sale Workers

(Do not merely say a worker in a shop but give details.) It should be clearly recorded whether the proprietor of a business concern engages himself in wholesale or retail trade. Salesman or shop assistants, agents of insurance, brokers in share, auctioners, commercial travellers, hawkers and street vendors, money lenders, pawn brokers, *etc.*, will also be covered.

Service Workers

(There are all types of service workers such as those engaged as domestic servants or in personal services or in police service or watch and ward, *etc.* Give precise particulars.) Hotel and restaurant keepers, house-keepers, matrons and stewards (domestic and institutional), cooks, waiters, bartenders and related workers (domestic and institutional) maids and related house-keeping service workers, building care-takers, sweepers, cleaners, and related workers, launderers, dry cleaners and pressers, hair dressers, beauticians and related workers, protection service workers, such as watchmen, chowkidars, gate keepers, *etc.*, other service workers.

Farmers, Fishermen, Hunters, Loggers, etc. and related workers

Deep sea fishermen, inland river water fishermen, shell gatherers, forest rangers, charcoal burners, forest product gatherers, plantation managers, farm machine operators, gardeners, toddy tappers, rubber tappers, hunters, bird trappers, *etc.*, will be covered.

Production and other related workers, Transport equipment Operators and Labourers

(This may cover a very large variety of craftsmen and operators, *etc.*, whose work will have to be given in adequate detail.) Examples : minerals, quarrymen, well drillers, cotton ginners, spinners, dyers, knitters, lace makers, carpet makers, *etc.*, tailors, cutters, hat makers, embroiderers, shoe makers or repairers ; saddle makers, leather cutters, *etc.*, blacksmiths furnacemen, moulders, *etc.*, cart builders, wheel wrights, cabinet makers, *etc.*, stone cutters, bricklayers, masons, hut builders, thatchers, well diggers, *etc.*, jewellers, goldsmiths, watch and clock makers or repairers, welders and plate cutters, sheet metal workers, machine tool operators, electricians, electrical and electronic wire fitters, radio mechanic, electric linemen, cable jointers, carpenters, joiners, sawers, *etc.*, printing type machine operators, proof readers, photo-litho operators, book binders, potters, moulders, firemen, kilnmen, blowers and makers of glass, millers, bakers, confectioners, sweetmeat makers, food canners, coffee or tea planters tobacco curers, graders and blenders of tabacoo, bidi or cigar makers, snuff or zarda makers, tyre builders, crane or hoist operators, loaders and unloaders, *etc.*

APPENDIX IV

CLASSIFIED LIST OF ECONOMIC ACTIVITIES

AGRICULTURE, HUNTING, FORESTRY AND FISHING

(Do not merely say plantation or fishing, *etc.*, but indicate the appropriate details as given here.)

Plantation Crops

Indicate the type of plantation such as tea, coffee, rubber, tobacco, edible nuts, fruits, ganja, betel nuts, *etc.*

Livestock Production

Indicate what kind of livestock is reared such as goats, sheeps, horses, pigs, ducks, bees, silk worm, *etc.* Production of wool, raw silk, *etc.*, are also covered in this.

Agricultural Services

Indicate what type of agricultural service, *e.g.*, pest destroying, spraying, operation of irrigation system, animal shearing and livestock services (other than veterinary services), grading agricultural and livestock products, soil conservation, soil testing, *etc.*

Hunting

Indicate hunting, trapping and game propagation for commercial purpose only.

Forestry and Logging

Apart from planting and conservation of forests, felling and cutting of trees, *etc.*, this would cover production of fuel, gathering of fodder, gums, resins. lac, *etc.*

Fishing

Sea, coastal and inland water fishing, pisciculture, collection of pearls, conches, shells, sponges, *etc.*

MINING AND QUARRYING

(Do not merely say mining or quarring but indicate further details.) Indicate what is mined such as coal, lignite, crude petroleum, natural gas, iron ore, manganese, gold, silver, copper ore, quarrying of stones, clay and sand pits, precious and semi-precious stones, mica, gypsum, *etc.*

MANUFACTURING AND REPAIR

(Do not merely say engaged in a factory, but indicate what the manufacturing is concerned with as detailed here.)

Manufacture of Food Products

Slaughtering, preparation and preservation of meat, dairy products; canning and preservation of fruits and vegetables; fish, grain mill products; bakery products; sugar; bora; common salt; edible oils including vanaspati; processing of tea or coffee; manufacture of ice; animal feeds, starch, *etc.*

Manufacture of Beverages, Tobacco and Tobacco Products

Rectifying and blending of spirits, wine industries; country liquor and toddy, carbonated water industries, bidi, cigar, cigarette, zerda, snuff, *etc.*

Manufacture of Cotton Textiles

Cotton ginning, cleaning and baling; spinning weaving, and finishing of cotton in textile mills; printing; dyeing and bleaching of cotton textiles; cotton spinning other than in mills (charkha); khadi production; weaving, *etc.* in handloom and power-looms, *etc.*

Manufacture of Wool, Silk and Synthetic Fibre Textiles

Wool clcaning, baling and pressing; weaving and finishing in mills and other than in mills, dyeing and bleaching; printing of silk, synthetic textiles, *etc.*

Manufacture of Jute, Hemp and Mesta Textiles

Spinning and pressing and baling of jute and mesta; dyeing; printing and bleaching of jute textiles and manufacture of jute bags are also covered in this.

Manufacture of Textile products

(Including wearing apparel other than footwear) knitting mills, manufacture of all types of threads; cordage, ropes, *etc.;* embroidery; carpets; rain coats; hats; made up textile goods (except garments), oil cloth, tarpaulin; coir and coir products, linoleum, padding, wadding, *etc.*, are also covered in this.

Manufacture of Wood and Wood Products, Furniture and Fixtures

Manufacture of veneer, plywood and their products; sawing and planing of wood; wooden and cane boxes, crates, drums, barrels, *etc.* beams, posts, doors and windows, wooden industrial goods like blocks, handles; *etc.*, cork products; wooden, bamboo and cane furniture and fixture, *etc.*

Paper and Paper Products and Printing, Publishing and Allied Industries

Manufacture of pulp; paper, paper boards and news-prints; container and paper boxes; printing and publishing of newspapers; periodicals, books, *etc.*, engraving, block making, book binding, *etc.*

Leather and Fur Products

Tanning, currying, etc., of leather; footwear (excluding repair); coats, gloves, currying, dyeing *etc.*, of fur, fur and skin rugs, *etc.*

Rubber, Plastic, Petroleum and Coal Products

Tyre and tube industries; footwear made of vulcanised or moulded rubber; rubber and plastic products; petroleum refineries; production of coal tar in coke ovens, *etc.*

Chemical and Chemical Products

Manufacture of chemicals such as acids, alkalis, gases, *etc.*, fertilizers and pesticides; paints, varnishes, drugs and medicines; perfumes, cosmetics, lotions; synthetic resins, *etc.*, explosive and ammunition and fireworks, *etc.*

Non-metallic Mineral Products

Structural clay products; glass and glass products; earthen ware and earthen pottery; china ware and porcelain ware, cement, lime and plaster; asbestos, cement, *etc.*

Basic Metal and Alloys Industries

Iron and steel industries; casting foundries; ferroalloys; copper, brass, zinc and brass manufacturing, *etc.*

Metal Products and Parts except Machinery and Transport Equipment

Metal cans from tin-plate, sheets metal, barrels, drums, pails, safe, *etc.;* structural metal products; metal furniture and fixture; hand tools; utensils, cutlery, *etc.*

Machinery, Machine tools and Parts except Electrical Machinery

Agricultural machinery, cranes; road rollers; boilers, diesel engine; refrigerators, air conditioners, *etc.*

Electrical Machinery, Apparatus, Appliances and Supplies and Parts

Electrical motors, generators, transformers, insulated wires and cables; dry and wet batteries; radio, television, *etc.;* X-ray apparatus; electric computors, *etc.*

Transport Equipments and Parts

Ship building and repairing, locomotives and parts; Railway wagons; coaches, *etc.*, rail road equipments; motor vehicles; bicycles; aircrafts; push-carts and hand-carts, *etc.*

Other Manufacturing Industries

Do not say other manufacturing industries but write clearly what is being manufactured like manufacture of medical, surgical and scientific equipments; photographic and optical goods; watches; minting of coins; musical instruments, *etc.*

ELECTRICITY, GAS AND WATER

Indicate if generation and transmission of electric energy or distribution is involved, *e.g.*, manufacture of gas in gas works and its distribution; water supply, *i.e.*, collection, purification and distribution of water, *etc.*

CONSTRUCTION

(Do not merely say engaged in construction but give further particulars. Clear details of the type of construction and maintenance such as buildings, road, railways, telegraph, telephone, water ways and water reservoirs, hydro electric projects, industrial plants, activities allied to construction such as plumbing, heating and air conditioning installation, setting of tiles, marble, brick, *etc.* construction of electrical installation *etc.*, should be given.)

WHOLESALE AND RETAIL TRADE AND RESTAURANTS AND HOTELS

Food, Textiles, Live Animals, Beverages and Intoxicants

Indicate clearly that the wholesale trade is done in cereals, pulses; foodstuff; textiles and textile products, *e.g.*, garments, shirtings, *etc.*, beverages, intoxicants like wines, opium, ganja, tobacco, *etc.;* wholesale trade in animals, straw and fodder is also covered in this.

Fuel, Light, Chemicals, Perfumery, Ceramics and Glass

Wholesale trade in medicines, chemicals, fuel lighting products; toilets; porcelain, glass utensil, crockery, *etc.*

All types of Machinery, Esuipment, including Transport and Electrical Equipment

Agricultural and industrial machinery, *e.g.*, harvesters, threshers, *etc.;* electrical machinery; transport equipments, *etc.*

Miscellaneous Manufacturing

Wholesale trade in furniture, rubber and rubber products, building materials; clocks, *etc.* eye-glasses, *etc.*, medical and surgical instruments; precious metals, stones and jewellery, *etc.*

Retail Trade in food and food articles, beverages, tobacco and intoxicants

Indicate clearly that the retail trade is carried in grocery, vegetable, fruit selling, meat, poultry, bakery products, dairy products, pan, bidi, aerated water, *etc.*

Retail Trade in Textiles

Do not merely say engaged in retail trade in textile, but indicate clearly what the retail trade is concerned with. Dealers in textile (non ready-made), ready-made garments, are some examples.

Retail Trade in Others

Indicate clearly what kind of retail trade it is, like medical shops, booksellers, building material, *etc.*

Restaurants and Hotels

Restaurants, cafes and other eating places, hotels, rooming houses, camps and other lodging places.

TRANSPORT, STORAGE AND COMMUNICATION

(Do not merely say engaged in land, water, air transport but give further particulars.) Indicate what kind of transport such as railways, tramways, motor buses, bullock carts, ekka, tonga, *etc.;* ocean and coastal water, inland water transport, air transport, services rendered to transport such as packing, crating, travel agencies, *etc.* It also includes storage, warehousing, communication such as postal, telegraph, wireless, telephone, *etc.*

FINANCING, INSURANCE, REAL ESTATE AND BUSINESS SERVICES

Indicate clearly whether services belong to banking; credit institutions other than banks, *e.g.,* loan societies, agricultural credit institutions, *etc.,* money lenders, financiers, *etc.* provident services, insurance carriers life, fire marine accident, health, *etc.* It also includes business services, *e.g.,* purchase and sale agents and brokers; auctioneering; accounting; data processing, engineering; advertising services, *etc.;* legal services rendered by advocates, barristers, pleaders, *etc.*

COMMUNITY, SOCIAL AND PERSONAL SERVICES

It should be clearly indicated whether service belongs to public administration, union government, state government, police service, quasi-government bodies, sanitary services, education, scientific and research, *etc.*

Personal Services

Do not merely say engaged in personal service but indicate clearly whether it is domestic service, services relating to laundries, cleaning and dyeing plants, hair dressing, photographic studios, international and other extra territorial bodies, *etc.*

APPENDIX V

ILLUSTRATIONS FOR FILLING UP THE ECONOMIC CHARACTERISTICS FALLING UNDER QUESTION 15A OR 15B

Broad classification 15A or 15B	Q. 15A(i) or 15B(i) : Name of establishment	Q. 15A (ii) or 15B(ii) : Work description	Q. 15A(iii) or 15B(iii) : Industry, Trade, Profession or Service	Q.15A(iv) or 15B(iv) Class of Worker
1	2	3	4	5
1. C	×	×	×	×
2. AL	×	×	×	×
3. HHI	Bhatnagar Ambar Charkha	Spinning yarn	Spinning yarn in Ambar Charkha	FW
4. HHI	Naresh Cotton Handloom Weaving	Dyeing and spining yarn	Cotton handloom weaving	FW
5. HHI	Srivastava Flour Mill Chakki	Winnowing and cleaning grains	Flour making chakki	EE
6. HHI	Chakravorty Oil Ghani	Running oil ghani	Oil ghani	SW
7. HHI	Yadav Blacksmithy Work	Tempering and polishing implements	Blacksmithy (making agricultural implements)	FW
8. HHI	Paul Pottery Works	Making pottery on the wheel	Earthenware pottery	FW
9. HHI	Paul Earthenware Pottery Works	Making and firing kiln	Earthenware pottery	EE
10. HHI	Bhatia manufacturing of wooden doors	Carpenter	Carpentary—manufacturing of wooden doors and windows	FW
11. HHI	Sarafa-di-Hatti	Filling gold ornaments with lac	Goldsmithy	FW
12. HHI	Gupta Hosiery Works	Operator, hosiery machine	Production of hosiery goods	EE
13. OW	Verma Hosiery Works	Accounts Clerk	Production of hosiery goods	EE
14. HHI	Ram Polishing Metal Shop	Scraping and polishing metal	Electroplating	FW
15. HHI	Shyam cart wheel rings	Putting iron hoop on cart wheels	Production of cart wheel rings	EE
16. OW	Ram Hair Cutting Saloon	Barber	Hair cutting	SW
17. OW	Ram Bee-keeping Shop	Bee-keeping	Production of honey	SW
18. OW	Ram's livestock raising business	Tending cattle	Livestock raising	FW
19. OW	Government Forest Department	Cutting trees in forest	Logging in forest	EE
20. OW	Ramesh Tutorial	Tutor	Private tutiion—primary classes	SW
21. OW	Ram's gardening orchard	Gardener in mango orchard	Fruit growing—mango	EE
22. OW	Muthuswamy Coffee Estate	Farm labourer	Coffee plantation	EE
23. OW	Northern Railway	Travelling Ticket Inspector	Rail transport	EE
24. OW	Indian Ceramic Institute	Senior Scientific Officer (Ceramic Research)	Research in manufacturing of ceramic products	EE
25. OW	Office of the Registrar, General, India	Senior Research Officer (Vital Statistics)	Central government service	EE
26. OW	Gypsum Supply Co.	Contractor supplying gypsum to Sindri Fertilizer Factory	Supplying gypsum on orders	ER
27. OW	Chittaranjan Locomotives	Accountant	Locomotive factory	EE
28. OW	Delhi Railway Station	Goods shed porter	Rail transport	EE
29. OW	C.P.W.D.	Manual labourer (on muster roll), digging earth	Road construction	EE
30. OW	Ram's house construction work	Labourer, brick laying	House Construction	EE

APPENDIX V—*Contd.*

1	2	3	4	5
31. OW	Vegetable market place	General labourer	Vegetable market labourer carrying goods	SW
32. OW	Delhi Electric Supply Corporation Sub-station	Machine Operator, electricity	Transmission of electricity with the help of transformer	EE
33. OW	Madan Brothers	Shop Assistant	Retail shop in stationery stores	FW
34. OW	Sahu and Co.	Proprietor, wholesale trade	Wholesale store for grains and cereals.	FW
35. OW	Dayanand and Sons	Salesman	Retail shop of readymade garments and hosiery.	FW
36. OW	Kaka Agrico.	Sales Manager	Dealing in hardware	EE
37. OW	Indian Iron and Steel Company, Burnpur	Boiler room foreman	Manufacture of iron and steel structurals	EE
38. OW	Indian Airlines Corporation	Air Pilot	Air Transport	EE
39. OW	State Motor Transport Undertaking	Bus Driver	Motor Transport Service	EE
40. OW	Prakash Transport Service	Working proprietor	Goods Transport by Motor Truck	ER
41. OW	Medical College, Calcutta Radiology Department	Radiologist	Medical and Health Service of state	EE
42. OW	I.C.A.R. Pusa, Delhi	Plant Nutritionist	Plant Protection Research	EE
43. OW	Bimla Sugar Factory	Chemist	Sugar Factory	EE
44. OW	Akash Chemical and Pharmaceutical Factory	Chemist	Manufacturer of antibiotics	EE
45. OW	L.I.C. Delhi	Secretary Administration	Life insurance business	EE
46. OW	Government of Tamil Nadu(Commerce and Industry Department)	Assistant Secretary	State Government Service	EE
47. OW	—do—	U.D.C.	—do.—	EE
48. OW	Kundan Brothers, Jewellers, Jaipur	Supervisor	Jewellery works	FW
49. OW	Lalit's domestic servant	Cook	Domestic service	EE
50. OW	Ashoka Hotel, New Delhi	Cook	Residential hotel	EE
51. OW	Club	Bearer	Recreation club	EE
52. OW	Ram's Grocery shop	Working proprietor	Retail trade in grocery	SW
53. OW	Bhilai Steel Plant	Chartered Accountant	Steel production	EE
54. OW	Howrah Jute Mill	Accountant	Manufacture of jute products in mill	EE
55. OW	ABC Film Studio	Cinema Actor	Production of feature films	SW
56. OW	Ruparekha Company	Sign Painter	Commercial sign painting	EE
57. OW	Portland Cement Co.	Canvass bag maker	Cement manufacturing	EE
58. OW	ABC Stock Exchange	Share broker in tea & jute	Share broker	SW
59. OW	ABC Business House Ltd.	Managing Director	Discounting of bills of business firms	ER
60. OW	Ramchandra Engineering Co.	Die Caster	General engineering works	EE
61. OW	ABC Paint Factory	Ochra Grinder	Manufacture of paints	EE
62. OW	Solan Breweries	Distillation Plant Operator	Brewery factory	EE
63. OW	ABC Chemical Factory	Grinder	Manufacturing of hydrochloric acid	EE
64. OW	ABC Re-rolling Mills	Cleaner	Steel re-rolling works	EE
65. OW	ABC Cinema	Gate Keeper	Cinema house	EE
66. OW	ABC Engineering Works	Moulder	Iron and steel foundry	EE
67. OW	ABC Oil Mill	Foreman, Packing Department	Manufacture of mustard oil	EE
68. OW	ABC Company	Foreman, Saw Mill	Motor body building factory	EE
69. OW	ABC Aluminium Company	Foundry Caster	Aluminium factory	EE

APPENDIX V—*Contd.*

1		2	3	4	5
70.	OW	ABC Iron Factory	Furnaceman, Boiler shop	Iron foundry works	EE
71.	OW	Government Printing Press	Mono Operator	Printing works	EE
72.	OW	ABC Small Tool	Brass Turner	Small tool production	EE
73.	OW	ABC Social Welfare Board	Honorary Social Worker	Social welfare organisation	SW
74.	OW	Lok Sabha, Delhi	Member of Parliament	Parlimentary work	SW
75.	OW	Ramkishan Writer	Freelance Journalist	Writing for newspapers and periodical	SW
76.	OW	ABC Party	Political worker	Promotion of party's political work	SW
77.	HHI	Ramchandra & Sons	Polishing silver ornaments	Manufacture of silver jewellery	EE
78.	HHI	Ramchandra & Sons	Making of silver ornaments	Manufacture of silver jewellery	FW
79.	OW	P.K. Bhar & Co.	Proprietor	Manufacture of silver jewellery	ER
80.	OW	P.K. Bhar & Co.	Accountant	Manufacture of silver jewellery	EE
81.	OW	P.K. Bhar & Co.	Sales Worker	Manufacture of silver jewellery	FW
82.	OW	Office of the Divisional Superintendent, Northern Railway	Accounts Clerk	Rail transport	EE
83.	OW	Raj & Co.	Proprietor	Readymade garment shop(Retail)	ER
84.	OW	Raj & Co.	Salesman	Readymade garment shop(Retail)	EE
85.	OW	Raj & Co.	Sales Worker	Readymade garment shop(Retail)	FW
86.	OW	Madras Stores	Owner and seller	Grocery shop(Retail)	SW
87.	OW	Chunilal Rameshwarlal	Working Partner*	Wholesalers in cotton textile	SW
88.	OW	Chunilal Rameshwarlal	Purchase Clerk	Wholesalers in cotton textile	EE
89.	OW	Chunilal Rameshwarlal	Working Partner*	Wholesalers in cotton textile	SW

*A sleeping partner is not a worker.

APPENDIX VI

TYPICAL SITUATIONS OF ECONOMIC ACTIVITY

S.No.	Q.14A	Q.14B	Q.15A	Q.15B	Q.16	Remarks
1.	Yes	1	Yes—C	No	×	A full-time cultivator with no secondary work. Q. 16 does not apply.
2.	Yes	1	Yes—C	Yes—AL	×	A cultivator who also works as AL probably because of small holdings or need for more income. Q. 16 does not apply.
3.	Yes	1	Yes—C	Yes—OW	×	A cultivator who is having secondary work as OW. Details of OW must be recorded. Q. 16 does not apply.
4.	Yes	2	No—H	Yes—C	2	A housewife whose main activity is running the household. She helps in the family cultivation and this is therefore her marginal work. Q. 16 has to be asked because she is 'No', *i.e.*, '2' in 14B.
5.	Yes	2	No—H	Yes—HHI	2	Same as S. No. 4 except that her marginal work is HHI. Details of HHI should be recorded in 15B. Q. 16 has to be asked because she is 'No', *i.e.*, '2' in 14B.
6.	Yes	2	No—O	Yes—AL	1	He/She is mainly 'O' sometimes working as AL and is looking out for job. Q.16 applies because he/she is 'No', *i.e.*, '2' in Q. 14B.
7.	Yes	1	Yes—OW	No	×	He is an OW with no secondary work. Details of OW must be entered in Q.15A Q. 16 does not apply.
8.	Yes	1	Yes—OW	Yes—OW	×	He has secondary work which is also OW. Details of OW should be recorded in 15A and 15B. Q. 16 does not apply.
9.	Yes	2	No—ST	Yes—HHI	1	The person works in an HHI but is mainly a student, he/she is looking for a job. Details of HHI must be entered in 15B. Q. 16 applies as he/she is 'No' *i.e.*, '2' in 14B.
10.	Yes	1	Yes—HHI	Yes—OW	2	This person has secondary work OW. Details of HHI in 15A and OW in 15B must be entered. Q. 16 does not apply, therefore, the entry '2' in Q. 16 is wrong. It should remain blank.
11.	No—H	—	—	—	2	A housewife with no economic activity and not looking out for a job.
12.	No—H	—	—	—	1	Like S. No. 11, except that she is looking for a job.
13.	No—ST	—	—	—	2	A full-time student not looking for a job.
14.	No—R	—	*Yes—AL*	*No*	2	This is an incorrect entry. If there is No in Q. 14A there cannot be an entry in Q.15A and 15B.
15.	No—R	—	*Yes—OW*	*No*	1	This is an incorrect entry for the same reasons as in S.No. 14. Either the entry in Q. 14A is wrong or that in Q. 15A. But if the entry in Q. 14A is right the entry in 16 can be correct. Needs re-questioning by the enumerator, because it is likely that the person is doing some marginal work and looking for a job in which case the entry in Q. 14A would have been Yes, 14B 'No' *i.e.*, '2' 15A 'No' *i.e.*, 'R', 15B 'yes' *i.e.*, 'OW' and 16 'yes' *i.e.* '1' While writing, the enumerator may have made a mistake initially.
16.	Yes	2	No—H	*No*	1	The entry in 15B is wrong. It should be 'Yes', *i.e.*, any of the four categories, because of 'Yes' in 14A and No—H in 15A. This is a person who is mainly doing household duties and has some marginal work. The latter as reflected in 14A must be reflected in 15B. Note that the answer in 16 can be 'Yes' if the person is looking for a job.
17.	Yes	1	Yes—HHI	Yes—C	×	If the person has mostly worked as HHI as recorded in 15A, then cultivation is evidently only secondary work. Q. 16 does not apply.
18.	Yes	1	Yes—OW	Yes—C	×	He is mainly OW but carries on cultivation as secondary work. For example he may be a government officer carrying on cultivation under his personal supervision. Q. 16 does not apply.

Appendix VII-1

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No. 247

Slip No. 13

Location Code 2/1/II/2 (20) Sl. No. of Household [70]

1 Name HUSSAIN

2 Relationship to head: Brother's Son's Son

3 Male (1)/Female (2): 1

4 Age: 6

5 Marital status: NM

6 Mother tongue: Telugu

7 Two other languages known: x, x

8 Religion: M

9 Whether S.C. (1) or S.T. (2): 2

10 Name of caste/tribe: ANDH

11 Literate (1)/Illiterate (2): 2

12 Educational attainment:

13 Attending school/college, Yes(1)/No(2): 1

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O): ST

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2): x

15A Main activity last year ? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O): x

If HHI/OW in 15A

(i) Name of establishment: x

(ii) Description of work: x

(iii) Nature of industry, trade or service: x

(iv) Class of worker: x

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No / 14B No—Work done any time last year ? (C/AL/HHI/OW): x

If HHI/OW in 15B

(i) Name of establishment: x

(ii) Description of work: x

(iii) Nature of industry, trade or service: x

(iv) Class of worker: x

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2): 2

Appendix VII-1

CENSUS OF INDIA 1981 INDIVIDUAL SLIP (Sample) CONFIDENTIAL

1 Birth place

(a) Place of birth PL

(b) Rural (1)/Urban (2) x

(c) District x

(d) State/Country x

2 Last residence

(a) Place of last residence PL

(b) Rural (1) Urban (2) x

(c) District x

(d) State/Country x

3 Reasons for migration from place of last residence (Code)* x

4 Duration of residence at the village or town of enumeration x

5 For all ever-married women only

(a) Age at marriage x

(b) Number of children surviving at present

Male x Female x Total x

(c) Number of children ever born alive

Male x Female x Total x

6 For currently married women only

Any child born alive during last one year x

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII-2

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No. 257

Slip No. 31

Location Code 4/3/3/64 (110) Sl. No. of Household [105]

1 Name SAMYUKTA DEVI

2 Relationship to head Head

3 Male (1)/Female (2) 2

4 Age 56

5 Marital status M

6 Mother tongue MAGAHI

7 Two other languages known HINDI

8 Religion H

9 Whether S.C. (1) or S.T. (2) x

10 Name of caste/tribe x

x

11 Literate (1)/Illiterate (2) 2

12 Educational attainment —

13 Attending school/college, Yes(1)/No(2) 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) Yes

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) 2

15A Main activity last year ? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O) H

If HHI/OW in 15A

(i) Name of establishment x

(ii) Description of work x

(iii) Nature of industry, trade or service x

(iv) Class of worker x

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No / 14B No—Work done any time last year ? (C/AL/HHI/OW) OW

If HHI/OW in 15B

(i) Name of establishment Samyuktā Devi's Mudikhana

(ii) Description of work Sales worker

(iii) Nature of industry, trade or service Grocery shop - Retail

(iv) Class of worker FW

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) 2

Appendix VII-2

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Sample) — CONFIDENTIAL

1 Birth place

(a) Place of birth ..... PL

(b) Rural (1)/Urban (2) x

(c) District x

(d) State/Country x

2 Last residence

(a) Place of last residence ..... PL

(b) Rural (1)/Urban (2) x

(c) District x

(d) State/Country x

3 Reasons for migration from place of last residence (Code)* x

4 Duration of residence at the village or town of enumeration x

5 For all ever-married women only

(a) Age at marriage 12

(b) Number of children surviving at present

Male 5 Female 3 Total 8

(c) Number of children ever born alive

Male 6 Female 4 Total 10

6 For currently married women only

Any child born alive during last one year ..... No

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII-3

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No. 258

Slip No. 25

Location Code 4/3/3/64 (110) Sl. No. of Household [121]

1 Name GOPAL

2 Relationship to head Head

3 Male (1)/Female (2) 1

4 Age 38

5 Marital status M

6 Mother tongue Hindi

7 Two other languages known
English
Bengali

8 Religion H

9 Whether S.C. (1) or S.T. (2) 1

10 Name of caste/tribe Chamar

11 Literate (1)/Illiterate (2) 1

12 Educational attainment
B.A., LL.B., B.ED.

13 Attending school/college, Yes(1)/No(2) 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) yes

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) 1

15A Main activity last year ? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O) OW

If HHI/OW in 15A

(i) Name of establishment Government High School

(ii) Description of work Secondary School Teacher - English

(iii) Nature of industry, trade or service
State Government Educational Service

(iv) Class of worker E E

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No / 14B No—Work done any time last year ? (C/AL/HHI/OW) C

If HHI/OW in 15B

(i) Name of establishment x

(ii) Description of work x

(iii) Nature of industry, trade or service x

(iv) Class of worker x

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) x

Appendix VII-3

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Sample) — CONFIDENTIAL

1 Birth place

(a) Place of birth: Patna

(b) Rural (1)/Urban (2): 2

(c) District: Patna

(d) State/Country: Bihar

2 Last residence

(a) Place of last residence: Gaya

(b) Rural (1) Urban (2): 2

(c) District: Gaya

(d) State/Country: Bihar

3 Reasons for migration from place of last residence (Code)*: 1

4 Duration of residence at the village or town of enumeration: 13

5 For all ever-married women only

(a) Age at marriage: X

(b) Number of children surviving at present

Male [X] Female [X] Total [X]

(c) Number of children ever born alive

Male [X] Female [X] Total [X]

6 For currently married women only

Any child born alive during last one year: X

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

CENSUS OF INDIA 1981

Appendix VII-4
INDIVIDUAL SLIP
(Universal)

CONFIDENTIAL

Pad No. 86

Slip No. 5

Location Code 14/10/I/5 (25) Sl. No. of Household [126]

1 Name DULARI

2 Relationship to head Visitor

3 Male (1)/Female (2) 2

4 Age 32

5 Marital status M

6 Mother tongue MARATHI

7 Two other languages known
Kamari
Hindi

8 Religion Atheist

9 Whether S.C. (1) or S.T. (2) 2

10 Name of caste/tribe Bhil

11 Literate (1)/Illiterate (2) 1

12 Educational attainment
III Standard

13 Attending school/college, Yes(1)/No(2) 1

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) Yes

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) 1

15A Main activity last year ? Yes in 14B (C/AL/HHI OW) / No in 14B (H/ST D/R/B/I O) AL

If HHI/OW in 15A

(i) Name of establishment ×

(ii) Description of work ×

(iii) Nature of industry, trade or service ×

(iv) Class of worker ×

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No / 14B No—Work done any time last year ? (C/AL/HHI/OW) HHI

If HHI/OW in 15B

(i) Name of establishment Dulari Chhap Bidi

(ii) Description of work Bidi Rolling

(iii) Nature of industry, trade or service Manufacture of Bidi

(iv) Class of worker F.W

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) ×

Appendix VII-4

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Sample) — CONFIDENTIAL

1 Birth place

(a) Place of birth Rewa

(b) Rural (1)/Urban (2) 2

(c) District Rewa

(d) State/Country M.P.

2 Last residence

(a) Place of last residence Shivpuri gram

(b) Rural (1) Urban (2) 1

(c) District Shivpuri

(d) State Country M.P.

3 Reasons for migration from place of last residence (Code)* 5

4 Duration of residence at the village or town of enumeration 0

5 For all ever-married women only

(a) Age at marriage 14

(b) Number of children surviving at present

Male 1 Female 2 Total 3

(c) Number of children ever born alive

Male 1 Female 3 Total 4

6 For currently married women only

Any child born alive during last one year yes (2)

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII-5

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No. 86

Slip No. 6

Location Code 14/10/I/5 (25) Sl. No. of Household [126]

1 Name DULARI'S BABY

2 Relationship to head Visitor's daughter

3 Male (1)/Female (2) 2

4 Age 0

5 Marital status NM

6 Mother tongue MARATHI

7 Two other languages known
×
×

8 Religion Atheist

9 Whether S.C. (1) or S.T. (2) 2

10 Name of caste/tribe BHIL

11 Literate (1)/Illiterate (2) 2

12 Educational attainment

13 Attending school/college, Yes(1)/No(2) 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) D

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) ×

15A Main activity last year ? Yes in 14B (C/AL/HHI OW) / No in 14B (H/ST/D/R/B/I/O) ×

If HHI/OW in 15A

(i) Name of establishment ×

(ii) Description of work ×

(iii) Nature of industry, trade or service ×

(iv) Class of worker ×

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No / 14B No—Work done any time last year ? (C/AL/HHI/OW) ×

If HHI/OW in 15B

(i) Name of establishment ×

(ii) Description of work ×

(iii) Nature of industry, trade or service ×

(iv) Class of worker ×

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) 2

Appendix VI-5

CENSUS OF INDIA 1981 INDIVIDUAL SLIP (Sample) CONFIDENTIAL

1 Birth place

(a) Place of birth Shivpurigram

(b) Rural (1) Urban (2) 1

(c) District Shivpuri

(d) State/Country M.P.

2 Last residence

(a) Place of last residence Shivpurigram

(b) Rural (1) Urban (2) 1

(c) District Shivpuri

(d) State Country M.P.

3 Reasons for migration from place of last residence (Code)* 5

4 Duration of residence at the village or town of enumeration 0

5 For all ever-married women only

(a) Age at marriage ×

(b) Number of children surviving at present

Male × Female × Total ×

(c) Number of children ever born alive

Male × Female × Total ×

6 For currently married women only

Any child born alive during last one year ×

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII-6

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No. 86

Slip No. 7

Location Code 14/10/I/5 (25) Sl. No. of Household [126]

1 Name DULARI'S BABY

2 Relationship to head Visitor's Son

3 Male (1)/Female (2) 1

4 Age 0

5 Marital status NM

6 Mother tongue MARATHI

7 Two other languages known
×
×

8 Religion Atheist

9 Whether S.C. (1) or S.T. (2) 2

10 Name of caste/tribe BHIL

11 Literate (1)/Illiterate (2) 2

12 Educational attainment

13 Attending school/college. Yes(1)/No(2) 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) D

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) ×

15A Main activity last year ? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I O) ×

If HHI/OW in 15A

(i) Name of establishment ×

(ii) Description of work ×

(iii) Nature of industry, trade or service ×

(iv) Class of worker ×

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No / 14B No—Work done any time last year ? (C/AL/HHI/OW) ×

If HHI/OW in 15B

(i) Name of establishment ×

(ii) Description of work ×

(iii) Nature of industry, trade or service ×

(iv) Class of worker ×

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) 2

Appendix VII–6

CENSUS OF INDIA 1981 INDIVIDUAL SLIP (Sample) CONFIDENTIAL

1 Birth place

(a) Place of birth Shivpurigram

(b) Rural (1)/Urban (2) 1

(c) District Shivpuri

(d) State/Country M.P.

2 Last residence

(a) Place of last residence Shivpurigram

(b) Rural (1)/Urban (2) 1

(c) District Shivpuri

(d) State/Country M.P.

3 Reasons for migration from place of last residence (Code)* 5

4 Duration of residence at the village or town of enumeration 0

5 For all ever-married women only

(a) Age at marriage x

(b) Number of children surviving at present

Male x Female x Total x

(c) Number of children ever born alive

Male x Female x Total x

6 For currently married women only

Any child born alive during last one year x

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII -7

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No. 38

Slip No. 4

Location Code 11/2/I/4 (6) Sl. No. of Household [48]

1 Name C.E.GEORGE

2 Relationship to head Head

3 Male (1)/Female (2) 1

4 Age 49

5 Marital status N.M

6 Mother tongue ENGLISH

7 Two other languages known French, Adi

8 Religion C

9 Whether S.C. (1) or S.T. (2) x

10 Name of caste/tribe x, x

11 Literate (1)/Illiterate (2) 1

12 Educational attainment M.A. (Eng.), M.S. (Stat.), Ph.D.

13 Attending school/college, Yes(1)/No(2) 2

14A Worked any time at all last year? Yes / No (H/ST/D/R/B/I/O) yes

14B If yes in 14A, did you work for major part of last year? Yes (1)/No (2) 1

15A Main activity last year? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O) OW

If HHI/OW in 15A

(i) Name of establishment Christian College

(ii) Description of work Principal

(iii) Nature of industry, trade or service Christian Missionary Educational Service

(iv) Class of worker EE

15B 14B Yes—Any other work any time last year? Yes (C/AL/HHI/OW)/No / 14B No—Work done any time last year? (C/AL/HHI/OW) No

If HHI/OW in 15B

(i) Name of establishment x

(ii) Description of work x

(iii) Nature of industry, trade or service x

(iv) Class of worker x

16 If No in 14A or 14B seeking/available for work? Yes (1)/No (2) x

Appendix VII-7

CENSUS OF INDIA 1981 | INDIVIDUAL SLIP (Sample) | CONFIDENTIAL

1 Birth place

(a) Place of birth Washington DC

(b) Rural (1)/Urban (2) x

(c) District x

(d) State/Country USA

2 Last residence

(a) Place of last residence New York

(b) Rural (1)/Urban (2) x

(c) District x

(d) State/Country USA

3 Reasons for migration from place of last residence (Code)* 1

4 Duration of residence at the village or town of enumeration 9

5 For all ever-married women only

(a) Age at marriage x

(b) Number of children surviving at present

Male x Female x Total x

(c) Number of children ever born alive

Male x Female x Total x

6 For currently married women only

Any child born alive during last one year x

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII-8

CENSUS OF INDIA 1981 — **INDIVIDUAL SLIP** (Universal) — **CONFIDENTIAL**

Pad No. 701

Slip No. 48

Location Code 16/16/2/44 (132) Sl. No. of Household [67]

1 Name HARBALLABH SINGH

2 Relationship to head Son

3 Male (1)/Female (2) 1

4 Age 58

5 Marital status M

6 Mother tongue PUNJABI

7 Two other languages known
Hindi
English

8 Religion S

9 Whether S.C. (1) or S.T. (2) 1

10 Name of caste/tribe Kabirpanthi

11 Literate (1)/Illiterate (2) 1

12 Educational attainment Matric

13 Attending school/college, Yes(1)/No(2) 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) yes

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) 1

15A Main activity last year ? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O) OW

If HHI/OW in 15A

(i) Name of establishment Punjab Cloth Store

(ii) Description of work Proprietor

(iii) Nature of industry, trade or service Retail shop — Sale of Cotton textile

(iv) Class of worker ER

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No
14B No—Work done any time last year ? (C/AL/HHI/OW) C

If HHI/OW in 15B

(i) Name of establishment x

(ii) Description of work x

(iii) Nature of industry, trade or service x

(iv) Class of worker x

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) x

Appendix VII-8

CENSUS OF INDIA 1981 INDIVIDUAL SLIP CONFIDENTIAL
(Sample)

1 Birth place

(a) Place of birth ..... LAHORE

(b) Rural (1)/Urban (2) x

(c) District x

(d) State/Country ..... Pakistan

2 Last residence

(a) Place of last residence ..... LAHORE

(b) Rural (1)/Urban (2) x

(c) District x

(d) State/Country ..... Pakistan

3 Reasons for migration from place of last residence (Code)* 3

4 Duration of residence at the village or town of enumeration 32

5 For all ever-married women only

(a) Age at marriage x

(b) Number of children surviving at present

Male x Female x Total x

(c) Number of children ever born alive

Male x Female x Total x

6 For currently married women only

Any child born alive during last one year x

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII-9

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No. 207

Slip No. 1

Location Code 21/2/1/22 (27) Sl. No. of Household [32]

1 Name RAMCHANDRA

2 Relationship to head Head

3 Male (1)/Female (2) 1

4 Age 65

5 Marital status W

6 Mother tongue Bengali

7 Two other languages known
Assamese
Tripuri

8 Religion H

9 Whether S.C. (1) or S.T. (2) x

10 Name of caste/tribe x
x

11 Literate (1)/Illiterate (2) 1

12 Educational attainment B.A. (Pass)

13 Attending school/college, Yes(1)/No(2) 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) yes

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) 1

15A Main activity last year ? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O) C

If HHI/OW in 15A

(i) Name of establishment x

(ii) Description of work x

(iii) Nature of industry, trade or service x

(iv) Class of worker x

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No / 14B No—Work done any time last year ? (C/AL/HHI/OW) AL

If HHI/OW in 15B

(i) Name of establishment x

(ii) Description of work x

(iii) Nature of industry, trade or service x

(iv) Class of worker x

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) x

Appendix VII-9

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Sample) — CONFIDENTIAL

1 Birth place

(a) Place of birth ..... PL .....

(b) Rural (1)/Urban (2) ..... x .....

(c) District ..... x .....

(d) State/Country ..... x .....

2 Last residence

(a) Place of last residence ..... PL .....

(b) Rural (1)/Urban (2) ..... x .....

(c) District ..... x .....

(d) State/Country ..... x .....

3 Reasons for migration from place of last residence (Code)* ..... x .....

4 Duration of residence at the village or town of enumeration ..... x .....

5 For all ever-married women only

(a) Age at marriage ..... x .....

(b) Number of children surviving at present

Male [x] Female [x] Total [x]

(c) Number of children ever born alive

Male [x] Female [x] Total [x]

6 For currently married women only

Any child born alive during last one year ..... x .....

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII-10

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No. 207

Slip No. 2

Location Code 21/2/1/22 (27) Sl. No. of Household [32]

1 Name SULOCHANA DEVI

2 Relationship to head: Brother's wife

3 Male (1)/Female (2): 2

4 Age: 35

5 Marital status: W

6 Mother tongue: Assamese

7 Two other languages known: Bengali; Khasi

8 Religion: H

9 Whether S.C. (1) or S.T. (2): x

10 Name of caste/tribe: x; x

11 Literate (1)/Illiterate (2): 1

12 Educational attainment: V Standard

13 Attending school/college, Yes(1)/No(2): 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O): Yes

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2): 2

15A Main activity last year ? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O): H

If HHI/OW in 15A

(i) Name of establishment: x

(ii) Description of work: x

(iii) Nature of industry, trade or service: x

(iv) Class of worker: x

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No
14B No—Work done any time last year ? (C/AL/HHI/OW): HHI

If HHI/OW in 15B

(i) Name of establishment: Sulochana Knitting

(ii) Description of work: Knitting woollen Sweaters

(iii) Nature of industry, trade or service: Knitting woollen hosiery by hand

(iv) Class of worker: SW

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2): 1

Appendix VII-10

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Sample) — CONFIDENTIAL

1 Birth place

(a) Place of birth Shillong

(b) Rural (1)/Urban (2) 2

(c) District Khasi Hills

(d) State/Country Meghalaya

2 Last residence

(a) Place of last residence Gauhati

(b) Rural (1)/Urban (2) 2

(c) District Kamrup

(d) State/Country Assam

3 Reasons for migration from place of last residence (Code)* 4

4 Duration of residence at the village or town of enumeration 20

5 For all ever-married women only

(a) Age at marriage 15

(b) Number of children surviving at present

Male 2 Female 1 Total 3

(c) Number of children ever born alive

Male 2 Female 2 Total 4

6 For currently married women only

Any child born alive during last one year x

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII-11

CENSUS OF INDIA 1981

INDIVIDUAL SLIP
(Universal)

CONFIDENTIAL

Pad No. 600

Slip No. 35

Location Code 21/3/3/64 (110) Sl. No. of Household [92]

1 Name BASMATIA

2 Relationship to head wife

3 Male (1)/Female (2) 2

4 Age 25

5 Marital status M

6 Mother tongue Bhojpuri

7 Two other languages known
Bengali
Hindi

8 Religion H

9 Whether S.C. (1) or S.T. (2) x

10 Name of caste/tribe x
x

11 Literate (1)/Illiterate (2) 1

12 Educational attainment
Higher Secondary

13 Attending school/college, Yes(1)/No(2) 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) yes

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) 2

15A Main activity last year ? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O) H

If HHI/OW in 15A
(i) Name of establishment x
(ii) Description of work x
(iii) Nature of industry, trade or service x
(iv) Class of worker x

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No
14B No—Work done any time last year ? (C/AL/HHI/OW) OW

If HHI/OW in 15B
(i) Name of establishment Bhojpur Sweet house
(ii) Description of work making sweets
(iii) Nature of industry, trade or service Manufacture and sale of sweetmeats
(iv) Class of worker FW

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) 2

Appendix VII-11

CENSUS OF INDIA 1981 INDIVIDUAL SLIP (Sample) CONFIDENTIAL

1 Birth place

(a) Place of birth Karisath

(b) Rural (1)/Urban (2) 1

(c) District Bhojpur

(d) State/Country Bihar

2 Last residence

(a) Place of last residence Karisath

(b) Rural (1)/Urban (2) 1

(c) District Bhojpur

(d) State/Country Bihar

3 Reasons for migration from place of last residence (Code)* 4

4 Duration of residence at the village or town of enumeration 5

5 For all ever-married women only

(a) Age at marriage 20

(b) Number of children surviving at present

Male 1 Female 1 Total 2

(c) Number of children ever born alive

Male 1 Female 1 Total 2

6 For currently married women only

Any child born alive during last one year yes

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII – 12

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No. 315

Slip No. 1

Location Code 21/28/3/72 (148) Sl. No. of Household [69]

1 Name RUKMINI DEVI

2 Relationship to head Head

3 Male (1)/Female (2) 2

4 Age 42

5 Marital status M

6 Mother tongue TAMIL

7 Two other languages known
Telugu
English

8 Religion H

9 Whether S.C. (1) or S.T. (2) ×

10 Name of caste/tribe ×

11 Literate (1)/Illiterate (2) 1

12 Educational attainment
B.A. (Philosophy)

13 Attending school/college, Yes(1)/No(2) 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) H

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) ×

15A Main activity last year ? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O) ×

If HHI/OW in 15A

(i) Name of establishment ×

(ii) Description of work ×

(iii) Nature of industry, trade or service ×

(iv) Class of worker ×

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No
14B No—Work done any time last year ? (C/AL/HHI/OW)

If HHI/OW in 15B

(i) Name of establishment ×

(ii) Description of work ×

(iii) Nature of industry, trade or service ×

(iv) Class of worker ×

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) 2

Appendix VII-12

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Sample) — CONFIDENTIAL

1 Birth place

(a) Place of birth Madras

(b) Rural (1)/Urban (2) 2

(c) District Madras

(d) State/Country Tamil Nadu

2 Last residence

(a) Place of last residence Madras

(b) Rural (1) Urban (2) 2

(c) District Madras

(d) State/Country Tamil Nadu

3 Reasons for migration from place of last residence (Code)* 3

4 Duration of residence at the village or town of enumeration 12

5 For all ever-married women only

(a) Age at marriage 18

(b) Number of children surviving at present

Male 1 Female 3 Total 4

(c) Number of children ever born alive

Male 2 Female 3 Total 5

6 For currently married women only

Any child born alive during last one year yes

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII-13

CENSUS OF INDIA 1981

INDIVIDUAL SLIP
(Universal)

CONFIDENTIAL

Pad No. 400
Slip No. 32

Location Code 22/1/I/12 (82) Sl. No. of Household [22]

1 Name N. RAGHUBIR SINGH

2 Relationship to head Sister's husband

3 Male (1)/Female (2) 1

4 Age 52

5 Marital status M

6 Mother tongue Manipuri

7 Two other languages known
Meithei
Hindi

8 Religion HAOKIP

9 Whether S.C. (1) or S.T. (2) x

10 Name of caste/tribe x
x

11 Literate (1)/Illiterate (2) 1

12 Educational attainment
VII Standard

13 Attending school/college, Yes(1)/No(2) 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) R

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) x

15A Main activity last year ? Yes in 14B (C/AL/HHI/OW) / No in 14B (H/ST/D/R/B/I/O) x

If HHI/OW in 15A

(i) Name of establishment x

(ii) Description of work x

(iii) Nature of industry, trade or service x

(iv) Class of worker x

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No
14B No—Work done any time last year ? (C/AL/HHI/OW) x

If HHI/OW in 15B

(i) Name of establishment x

(ii) Description of work x

(iii) Nature of industry, trade or service x

(iv) Class of worker x

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) 1

Appendix VII-13

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Sample) — CONFIDENTIAL

1 Birth place

(a) Place of birth Churachandpur

(b) Rural (1)/Urban (2) 2

(c) District Manipur South

(d) State/Country Manipur

2 Last residence

(a) Place of last residence Ukhrul

(b) Rural (1)/Urban (2) 2

(c) District Manipur East

(d) State/Country Manipur

3 Reasons for migration from place of last residence (Code)* 5

4 Duration of residence at the village or town of enumeration 1

5 For all ever-married women only

(a) Age at marriage x

(b) Number of children surviving at present

Male x Female x Total x

(c) Number of children ever born alive

Male x Female x Total x

6 For currently married women only

Any child born alive during last one year x

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

Appendix VII-14

CENSUS OF INDIA 1981 — INDIVIDUAL SLIP (Universal) — CONFIDENTIAL

Pad No. 50

Slip No. 14

Location Code 27/1/II/1 (12) Sl. No. of Household [25]

1 Name MADAN KUMAR

2 Relationship to head Head

3 Male (1)/Female (2) 1

4 Age 35

5 Marital status M

6 Mother tongue Khari Boli

7 Two other languages known Hindi, English

8 Religion H

9 Whether S.C. (1) or S.T. (2) x

10 Name of caste/tribe x

11 Literate (1)/Illiterate (2) 1

12 Educational attainment M.A. (Eco.), Dip. in Stat.

13 Attending school/college, Yes(1)/No(2) 2

14A Worked any time at all last year ? Yes / No (H/ST/D/R/B/I/O) yes

14B If yes in 14A, did you work for major part of last year ? Yes (1)/No (2) 1

15A Main activity last year ? Yes in 14B (C/AL/HHI OW) / No in 14B (H/ST/D/R/B I O) OW

If HHI/OW in 15A

(i) Name of establishment Office of the Registrar General, India

(ii) Description of work Systems Analyst (Computer)

(iii) Nature of industry, trade or service Central Government

(iv) Class of worker EE

15B 14B Yes—Any other work any time last year ? Yes (C/AL/HHI/OW)/No C
14B No—Work done any time last year ? (C/AL/HHI/OW)

If HHI/OW in 15B

(i) Name of establishment x

(ii) Description of work x

(iii) Nature of industry, trade or service x

(iv) Class of worker x

16 If No in 14A or 14B seeking/available for work ? Yes (1)/No (2) x

Appendix VII-14

CENSUS OF INDIA 1981 INDIVIDUAL SLIP (Sample) CONFIDENTIAL

1 Birth place

(a) Place of birth Agra

(b) Rural (1)/Urban (2) 2

(c) District Agra

(d) State/Country U.P.

2 Last residence

(a) Place of last residence Kanpur

(b) Rural (1) Urban (2) 2

(c) District Kanpur

(d) State Country U.P.

3 Reasons for migration from place of last residence (Code)* 1

4 Duration of residence at the village or town of enumeration 10

5 For all ever-married women only

(a) Age at marriage x

(b) Number of children surviving at present

Male x Female x Total x

(c) Number of children ever born alive

Male x Female x Total x

6 For currently married women only

Any child born alive during last one year x

*Employment (1) Education (2) Family moved (3) Marriage (4) others (5)

APPENDIX VIII

STATEMENT SHOWING DEGREE HOLDER AND TECHNICAL PERSONNEL SCHEDULES RECEIVED, ISSUED AND RETURNED.

Name of Town/Village.....Location Code.....

1. Total Number of forms received _____

2. Number of forms handed over to Households _____

3. Number of filled in forms collected _____

4. Number of undistributed forms _____

Dated signature of Enumerator

APPENDIX 3

SUPERVISORS' MANUAL

SUPERVISORS' DUTIES AT THE TIME OF ENUMERATION

The enumeration period is 9 February to 28 February 1981 and the reference date for the 1981 Population Census is the sunrise of 1st March 1981. During this period the two documents namely household schedule and the individual slip will be filled-in in respect of each household and the persons living in it. This work will be of great national importance as the data thrown up by these two documents would form the very bases for planning in various socio-economic fields. As a supervisor, your work will be of great importance and your effective supervision on the enumerator's work will go a long way to improve the quality of the data. Your role, therefore, is of great significance in the census.

As a supervisor, your main job is to see that the enumeration in your circle is carried out by the enumerators smoothly and efficiently. Intensive and close watch over the work of your enumerators alone can yield good quality data. For this, you will yourself have to be very thorough with the instructions for filling up the various questions included in the household schedule and individual slip.

Your work starts immediately after your training and ends only when you have submitted all the completed records to your charge officers. During this entire period you will have to be constantly vigilant and extend to your enumerators the benefit of your superior knowledge, training and experience. The instructions given below will enable you to perform your job effectively and efficiently. While executing your task you have to observe the following simple rules which will go a long way in making your supervision effective and smooth :

(i) know all your enumerators and establish good relationship with them,

(ii) be polite in answering questions put to you by your enumerators, so that they do not feel embarrassed to ask questions when in doubt,

(iii) encourage your enumerators to discuss problem cases which may arise in their areas,

(iv) keep the instruction booklets, manual and other literatures handy for consultation whenever necessary,

(v) do not hesitate to approach your Charge Officer and other Census Officers, if you have any doubt or if you face any difficulty which you are not able to solve yourself,

(vi) This being a time-bound operation, make sure that the work starts on the day fixed for it and is completed as per scheduled programme.

Before you start your work, you will have to make sure that you are thorough with the instructions for all the schedules namely the household schedule Parts I and II and the individual slip. You have also to be thorough with the work of compilation of the working sheets and the enumerator's abstract which will form the basis for the provisional totals and later the Primary Census Astract. The accuracy of the data will depend mainly on the accuracy of these two statements which will be prepared from part II of the filled up household schedule.

Your main duties as supervisor will be as follows :—

PART A : General

1. As already mentioned, you have to meet all the enumerators of the circle allotted to you and ensure that all of them have received thorough training in the various operations.

2. If the enumerator of any particular block is absent due to certain reasons you have to report the same immediately to the Charge Officer and ensure that another person from the reserve list is put on the job so that the wor kmay not be interrupted. You have to further ensure that the enumerator has got thorough knowledge of the filling of the various documents. In case there is something lacking you have to train him again emphasising the importance of the operation itself.

3. If on account of illness or for any other genuine reason the enumerator requires leave, or if due to the negligence or careless work or misconduct you want to remove him, you have to report this immediately to your charge officer and get the replacement so that the work does not suffer.

4. Before starting the actual operations, please check that all the enumerators have received the required stationery and other articles and that you have also received some reserve stock of stationery etc. as noted below :

(i) Instruction Booklets for filling up household schedule and individual slip ;

(ii) Copies of summary Instruction sheets and supplementary instructions, if any, issued from time to time ;

(iii) Identity Cards/Appointment orders ;

(iv) Pads of household schedules ;

(v) Pads of individual slips ;

(vi) Sufficient number of forms of enumerator's working sheets and enumerator's abstracts ;

(vii) Degree Holder and Technical Personnel Schedules ;

(viii) Abridged houselist of the blocks assigned ;

(ix) Notional map sheets ;

(x) Lay-out sketch sheets ;

(xi) List of scheduled castes/scheduled tribes.

5. As a preliminary step you should go round your circle to make sure that no area of your circle is left out and no area overlaps with the adjoining circles. In case of doubt, you should discuss this with the supervisor of the adjoining circle and also consult your Charge Officer. Also ensure that the limits of all the Enumeration blocks in your Supervisory circle as indicated in Annexure-I are correct.

6. Carefully study the Housenumbering System in the Panchayats/town of the area allotted to you. This is very necessary in order to ensure that the Enumerator enumerates all the houses/households within his enumeration block.

7. Please ensure that the enumerators go round their blocks to get themselves acquainted with their blocks and also to ensure that all the buildings or houses have all been listed in the Abridged Houselist.

8. Please ensure that the lay-out sketch of the enumeration block has ben properly drawn/up-dated showing all the streets/lanes/footpaths and other topographical details and the buildings. All buildings used for residential and/or non-residential purposes whether pucca or kutcha, whether legal or illegal should be covered as per the instructions laid down.

9. Please ensure that each enumerator covers the block assigned to him completely and without any overlap with adjoining blocks.

10. You should check that the Enumerator has covered, particularly the following type of houses/households which are generally being missed/omitted by the Enumerators :

(i) Illegal constructions, if any, within blocks.

(ii) Labour households staying in the vicinity of new constructions, road, drainage and other major works by erecting temporary huts etc.

(iii) Labour households staying within buildings which are under construction.

(iv) Persons working in hotels, restaurants, bars, boarding and lodging houses and residing there.

(v) Households staying as tenants etc. in a portion of the building which are sometimes not reported by the owner or the Enumerator has missed presuming that there is only one house/household in that building.

(vi) New buildings which have been occupied recently.

11. You should see that your Enumerator has not left out any houses (specially new constructions/huts etc.) particularly on the borders of the enumeration block presuming that these are being covered by another Enumerator. If these are within your Supervisory circle instruct the concerned Enumerator to cover them. If the same are outside your Supervisory circle, report this fact to the Enumerator/Supervisor working in the adjacent block/supervisory circle.

12. You should also check that the location codes for state/district/tehsil and villages in case of rural areas and state, district, town and wards in case of urban areas and enumerator's block number are available with each enumerator. In fact for rural areas, state, district, and tehsil codes and for urban areas, state, district and town codes would have already been rubber stamped on each Individual Slip and Household Schedule. If not, please make sure that all the entries alongwith the codes are supplied by the Charge Officer are recorded on each form or document by the enumerator.

13. Please ensure good quality of enumeration and proper filling of household schedule and individual slip. You should particularly see that the Enumerator is making a thorough and detailed enquiry, wherever necessary, by asking certain probing questions. This is necessary in order to ensure that no information missed and only correct information is recorded.

14. Please communicate promptly to your enumerators any clarification on instructions that you may receive during the enumeration period.

15. Please ensure adequate and timely supply of forms of household schedule and individual slip to your enumerators, in case of shortage etc.

16. Please ensure proper filling up of the enumerator's working sheet and the enumerator's abstract.

17. Check carefully that each Enumerator has covered *all the households within his block as given in the Abridged Houselist*. In case an Enumerator is not in a position to locate a particular house, you should contact the panchayat/municipality/Census Charge Officer and seek their guidance in locating the same. Also ensure that he has recorded reasons for missing houses, if any, in Section 2 of the Abridged Houselist.

18. If any enumerator has been assigned more than one block, he will have to prepare and fill the documents/forms separately for each enumerator's

block. You should advise him to complete the enumeration in one block and then take up the next block.

19. Please meet all the enumerators in your circle soon after the revisional round in order to ensure that all the above mentioned items of work have been done according to your satisfaction.

20. Please receive all the completed documents duly signed by the enumerators.

21. Please hand over all the completed records to your Charge Officer after proper checking.

PART B : The work to be done during the actual enumeration period (9 February to 28 February 1981).

1. Please visit all the blocks in your circle and get the work started from 9th February in all the enumerator's blocks under your charge and send a report (as per Annexure-II) to your Charge Officer. This report should be submitted *on or before 11-2-1981*.

2. Be with your enumerators in their day to day work during the first week of the start of enumeration, to the extent possible. This is a critical period.

3. Please ensure that the enumerator is making enquiries in each building and house and filling the relevant schedules. In particular, ensure that persons living in big multistoreyed buildings or the new households are not left out.

4. Ensure that serial No. of the household has been filled in correctly on each individual slip.

5. Please ensure that each enumerator is doing the work systematically and is not allowing it to fall into arrears. This particularly relates to the copying of entries from Individual slip into the population record from col. 8 onwards. This work should not be allowed to accumulate.

6. Check that the notional map indicates important land marks and demarcation of the enumerators' block. In case there is anything lacking try to correct it even at this stage by making physical verification of the actual sites.

7. At the Charge level two meetings of all the Supervisors will be called by the Charge Officers on *17-2-1981* and *26-2-1981* to review the progress of work. You must attend this meeting without fail. You should also bring the progress report as per Annexure III for the said meetings.

8. Please go round with your enumerators by turn on the evening and night of 28 February 1981 for the enumeration of houseless persons. If you have reasons to believe that there will be too many houseless persons in a particular block you have to report to the Charge Officer. If necessary, enumeration of the houseless population may be done on two nights, i.e. 27th and 28th February 1981.

9. You have to do complete checking of the entries made in the household schedule as well as in the individual slips, and also to sign on the cover page of the household schedules and individual slips in token of having checked the entries.

10. Household Schedule.—You have to be vigilant in checking the work of the enumerators when he is filling up the household particulars in the household schedule.

(i) Ensure that the location code has been entered properly and correctly as described earlier.

(ii) You have to see that the entries against Q. 3 and 4 relating to Scheduled Caste/ Scheduled Tribe have been filled in properly according to instructions and the names find place in the list of Scheduled Caste/Scheduled Tribe supplied to the enumerator. The entry relating to scheduled caste in these questions should be checked with reference to Q. 2 — Religion of the head of household. Scheduled caste can belong to either Hindu or Sikh religion. Scheduled tribes can belong to any religion.

(iii) While the work is going on you have to see that the enumerator is filling columns 1 to 7 of the population record first and then going over to fill in the individual slips. If any enumerator avoids this procedure it must be emphasised that he should do so as this has been prescribed with a view to ensure complete coverage so that no person in any household may not be mised. This will also ensure better recording of age.

(iv) Ensure that the enumerator is making repeated enquiries about young children, newly born babies and visitors not enumerated elsewhere.

(v) Verify that the enumerator is entering serial No. of mother if present in the household against her son and daughter aged 10 and below. If not please get it done.

(vi) Further you have to check that proper codes are entered within the box given against various questions in this schedule.

11. **Individual slip.**—(i) Check that the entry against question 4 relating to age has been properly filled in completed years.

(ii) Ensure that the name of scheduled caste/ scheduled tribe has been entered in accordance with the list supplied to the enumerator. Further you have to check the entries relating to Scheduled Caste with reference to question 8 relating to religion. Please note that scheduled castes can belong only to Hindu and Sikh religions. Scheduled tribes can belong to any religion.

(iii) You have further to be vigilant that the enumerator is recording the mother tongue correctly in question 6 as given by the respondent. The mother tongue as given by the respondent should be recorded faithfully.

(iv) You have also to be very vigilant and careful in checking the entries relating to economic questions from 14A to 16. You have to impress upon the enumerators that the economic questions i.e. 14A to 16 must be canvassed for every person irrespective of age or sex. Every person must be asked question 14A including the very young or very old and the answer to this question must be filled in correctly. You have to ensure that each enumerator is asking the probing questions in case of those who are not regular workers. It is particularly important to ask such probing questions regarding the work done at any time last year or any one of the seasons in the reference period in the case of women and children in the rural areas. You have to invariably tell the enumerators that he should ask question 14A, 14B, 15A and 15B together and then fill up the details. You have also to ensure that the description of work and the nature of industry, trade or service under questions 15A and 15B are filled in sufficient details so that it may facilitate the work of coding later on. Giving the description and nature of work in short form will be of no use in the proper classification of industries and occupations. You have also to check the entries in question 16 relating to seeking/available for work, with reference to answers to question 14A or 14B. The information against this question will be filled only in case there is 'No' in 14A or 14B.

(v) In the sample slip you have to ensure that the enumerator has noted the last place of residence correctly. Similarly there may be some doubts while filling up the codes against question 3 of sample slip which enlists the reasons for migration. You have to emphasise that only the five codes as given below the sample individual slip are used. You will doubtless note that duration of residence at the place of enumeration, (Q. 4) as recorded is less than the age of the person. The number of children surviving will always be equal or less than the number of children ever born as recorded in Q. 5 (b) and (c).

12. Ensure that the degree holder and technical personnel cards are being distributed according to instructions and also the enumerator is collecting them back from the individuals to whom he had issued earlier. You have also to verify that the enumerator is keeping the record of the total number of cards distributed and the cards received back by him.

13. **Abridged Houselist.**—(i) Check that the location codes have been given correctly. In case of missing codes, get them filled in your presence.

(ii) Ensure that each enumerator is checking properly whether each census house and household listed in Section 2 of the Abridged houselist is actually there. Also check that the instructions for deleting or amending entries in Section 2 or for filling Section 3 in the various situations are being followed by the enumerators in the manner given in the instructions.

(iii) Please ensure that reason for any change made in section 2 is given in col. 8. If any enumerator has not done so, you should get it done.

(iv) If by chance any enumerator has failed to enter the population of enumerator's block and number of household in section I of the abridged houselist you should get it done during checking.

14. **Enumerator's working-sheet and the Enumerator's Abstract.**—(i) Please ensure that the enumerator's working sheet is being filled everyday. When the enumerator fills in Part II of the Population Record from the Individual slip daily, he should also post the totals for the households from the Population Record in the working sheet the same day. Ensure also that changes, if any, observed during the revisional round are made in population record as well as working sheet.

(ii) You have to check up carefully whether the totals are being struck correctly in the working sheets. You will please see that all entries have been correctly copied out in the enumerator's abstract from the working sheets. After checking these two documents you have to affix your signatures below these documents separately.

PART C : The work to be done after the enumeration (between 1st and 5th March, 1981).

During this period your duties will be as follows :

1. Please check that the work of revisional round has started on 1st March in all the enumerator's blocks under your charge.

2. Please check whether the enumerator has correctly scored the slips relating to any person who has unfortunately died during the enumeration period and has made subscquent correction in the population record, working sheets and enumerator's abstracts.

3. If any new birth has taken place before the sunrise of 1st March 1981 and the child is alive you have to check whether the individual slip in respect of him or her has been properly filed in and also relevant entries have been made in the population record alongwith changes in the totals. You have to check that on such new slips the serial number of household has been properly filled in.

4. There may be cases where an enumerator has used two forms of household schedule for recording entries of new birth or visitor. In such cases you have to ensure that the enumerator has properly filled in location code and other particulars in the second household schedule form also. Check also whether the relevant correction against the entry of the question 6 of sample slip if applicable has been made. Further you have to ensure that he is writing on the top right hand corner of the fresh household

schedule (continued) and noting the book and form number of the connected household number. Similarly you have to note whether on the connected schedule he is noting the word 'concluded' and giving the book and form number of the additional household form.

Needless to point out that changes in the population record like additions for new birth or recording of visitors or deletion of entry in respect of deaths, should be done neatly and subsequent changes in the totals should be made. It is this final total that must be entered in Q. 15 of Part-I of the household schedule.

5. Ensure whether the enumerator is filling properly the slips in respect of the persons living in Dak bangalows, Dharmshalas, Hospitals, Jails or Orphanages etc. according to the prescribed instructions.

6. On the evening of 5th March 1981 you have to call a meeting of all the enumerators to check whether they have filled up all the documents correctly. Thereafter you have to take all the filled in documents from the enumerators of each block and arrange them properly in the following manner.

1. Notional map ;
2. Lay-out sketch map ;
3. Filled in and updated Abridged Houselist ;
4. Filled in household schedule books ;
5. Filled in individual slip pads ;
6. Working sheets for enumerator's abstract ; in three sets taged together ;
7. The Enumerator's Abstract form ;
8. Filled in degree holder and technical personnel schedules ;
9. Statement showing the number of degree holders and technical personnel schedule received, issued, filled in schedules collected and blank schedules returned ;
10. Blank forms, household schedule books and individual slip pads referred to above ;
11. Blank degree holder and technical personnel schedules.

The above documents will be handed over duly tagged in respect of each block of your circle to your Charge Officer alongwith an inventory.

The Charge Officer in his turn will give you the necessary receipt of the various documents.

APPENDIX 4

A TEST QUESTIONNAIRE

(To be used in the third round of training)

I—GENERAL

1.1. *Fill in the blanks* .

(a) The reference date for the 1981 Census is the sunrise of.....1981.

(b) The actual enumeration work will commence on.....and will be completed on.....1981.

(c) The houseless population will be enumerated on the night of.....

(d) The Revisional Round will be from....to....

1.2 A Notional Map is prepared for each enumeration block in order to :

(a) identify the block boundary with an indication of certain permanent features such as roads, rivers, temples, churches, etc.

(b) identify all the houses.

(c) find out important households.

ANS: ( )

1.3 A Layout-sketch is prepared for each enumeration block in order to:

(a) identify all the households

(b) identify each building

(c) identify all the roads, streets, lanes and to locate each building/census house in the enumeration block.

ANS: ( )

1.4 Please state which of the following census houses are residential and which are non-residential.

Answer

(a) A school building

(b) A temple

(c) A tea-shop-cum-residence

(d) A house comprising of a poultry unit and the owner's residence.

(e) A bank office in which a Chowkidar (watchman) lives.

(f) A dispensary on the ground floor and the doctor's residence on the first floor.

1.5. What is an Abridged Houselist ?

ANS :

1.6 How many sections are there in the Abridged Houselist ?

ANS :( )

1.7 Indicate the procedure to be followed while updating the Abridged Houselist in the following situations: Answer

(a) A new building/new house has come up after the Houselisting in March/April 1980.

(b) A new household has moved into a vacant or non-residential census house.

(c) A household listed in Section 2 has moved out and a new household has moved in its place.

(d) A household listed in Section 2 has moved out leaving the census house vacant.

(e) A building or a census house listed in Section 2 has been demolished.

1.8 Please state whether there will be any change in the serial number of the household (col. 7 of the Abridged Houselist) in situations (c), (d) and (e).

ANS: (c)

(d)

(e)

1.9 When will Section 1 of the Abridged Houselist be filled.

ANS:

1.10 Part A of Section 1(Population of Enumerator's block) will be copied from col. 3, item 1 of the .....

1.11 Part 6 of Section 1 (No. of occupied residential house) will be obtained by :

(a) counting the entries in col. 3 of both sections 2 and 3 of the Abridged Houselist,

(b) counting the entries in col. 5 of both sections 2 and 3 of the Abridged Houselist.

(c) counting the entires in col. 3 of both sections 2 and 3 of the Abridged Houselist only in case there is a corresponding entry with 'wholly residential' or 'partly residential' in col. 4.

ANS: ( )

1.12 Part C of Section 1 of the Abridged Houselist (No: of households) will be obtained by counting the entries in col.....in sections 2 and 3 of the Abridged Houselist.

1.13 In the Abridged Houselist, the houseless households

(a) need not be listed.

(b) will be entered serially in Section 3 after the last residential household is covered.

ANS: ( )

1.14 For the houseless households in col. 7 of the Abridged Houselist.

(a) no serial No. need be assigned.

(b) continuous serial No. will be assigned with a prefix 'O' separated by a dash '—'.

ANS: ( )

1.15 During the enumeration period you should visit :

(a) Only those houses which are shown as 'Residence' in col. 4 of the Abridged Houselist.

(b) Only those houses which are either shown as 'wholly residential' or 'partly residential' in the Abridged Houselist.

(c) Every Census house irrespective of its use.

ANS: ( )

II—HOUSEHOLD SCHEDULE

2.1 In one Household Schedule Book, there are either 10 or 25 forms. Each form consists of 4 pages. Each form has to be given a serial number on its first page. This form number will run serially :

(a) from 1 in each book

(b) from 1 in the first book upto the last book used in block.

ANS: ( )

2.2 There are three types of household viz. Normal, Institutional and Houseless. Please give atleast four examples of Institutional Household.

ANS: 1. 3.
2. 4.

2.3 The serial No. of the household to be entered in the Household Schedule is given in col..... of the Abridged Houselist.

2.4 There are two types of boxes provided in the Household Schedule—dotted line box and thick line box. In which type of box no entry will be made by the enumerator.

ANS:

2.5 Questions 1 to 4 of the Household Schedule relate to the :

(a) head of the household,

(b) every member of the household.

ANS: ( )

2.6 Match the entries under B to entries under A:

A	B
(1) Normal Household	(a) Questions 1 and 15 only relevant.
(2) Institutional Household.	(b) Questions 1 to 5 and 11 to 15 only relevant.
(3) Houseless Household.	(c) All the 15 questions are relevant.
	(d) No question is relevant.

ANS: (1)
(2)
(3)

2.7 Which are the types of rooms to be excluded for counting the living rooms in occupation of the household? (Item 10).

ANS:

2.8 If either of the spouse is away from the household on temporary visit during the enumeration, will you count this couple as usually living in the household or not? (Item 11).

ANS:

2.9 State which of the following crops are to be considered as 'cultivation crops' (Item 12):

	Answer Yes or No
(a) Paddy, wheat. 'nacini'	
(b) Sugarcane	
(c) Betelnut (arecanut)	
(d) Cashewnut	
(e) Groundnut	
(f) Coconut	
(g) Vegetables	
(h) Flowers	
(i) Mangoes, bananas, pineapples	
(j) Chillies, spices	
(k) Pulses	

2.10 Indicate in which of the following situations you will consider that the household cultivates land :

Answer Yes or No

(a) Head of the household is not a cultivator, but his son cultivates paddy on encroached land.

(b) One or more member of the household is engaged in cultivation of owned land.

(c) A member of the household whose main activity is teddy tapping is growing paddy situated in the adjacent village.

(d) A government servant working at Panaji is cultivating a piece of Comunidade land at Siridao by engaging hired labour.

(e) A visitor in a household has sugarcane cultivation in his village.

(f) Mr. Naik is a labourer working for wages in the arecanut gardens of Mr. Prabhu.

2.11 You have to fill in cols. 1 to 7 of the Population Record (Part II of the Household schedule) first and then fill the Individual Slips in order to :—

(a) ensure complete coverage so that no person in a household is missed and also to ensure better recording of age.

(b) to expedite the work.

(c) to make sure that the persons enumerated have not been already enumerated elsewhere.

ANS: ( )

2.12 Serial No. of the mother will be recorded in brackets in col. 3 of Part II of the Household Schedule in the case of :

(a) all children enumerated in the household.

(b) children of age 10 years and below if the mother is also enumerated in the same household.

(c) for adopted children of age 10 years and below.

ANS: ( )

III—INDIVIDUAL SLIP (UNIVERSAL)

(Demographic questions)

3.1 Please state in which household the following types of persons will be enumerated by referring, if necessary, to para 54 of English/Marathi booklet and 56 of Gujarati booklet :—

Answer

(a) A servant who stays throughout the day in his master's house and takes his food there, but goes to sleep to his own house at night.

(b) A night watchman working in a factory or Office.

(c) A working girl staying as a paying guest with a family at Panaji but going to her parents' house every week-end at Curtorim(Salcete).

(d) A student who is a boarder in the Don Bosco Hostel, Panaji. His parents are staying at Caranzalem, Panaji.

(e) A Goan sailor who is working on a cargo ship and is out of the country during the entire enumeration period, though his wife and children are staying at Chicalim, Mormugao. (The sailor's name is recorded in the family's Ration Card and also in the Electoral Roll).

(f) A foreigner staying in the Tourist Hostel, Calangute during the entire period of enumeration.

(g) A foreigner who arrived in India on 20th February, 1981, and staying at the Mandovi Hotel, Panaji from 25th February, 1981, to 5th March, 1981.

(h) A waiter working in a hotel who takes his food there and also sleeps there.

(i) A mother who has been enumerated, delivered a child in the hospital and both are still in the hospital on 1st March, 1981. The hospital it is located in another block. Where will you enumerate the child ?

(j) A child born in a household after the household was enumerated in block 'A' and the entire household have moved to Block 'B' before 28th February 1981.

(k) A normal member of the household who has gone to Bombay on 30th January, 1981, and is expected to return on 10th March, 1981.

(l) A normal member who has been admitted to the Goa Medical College Hospital on 15th February, 1981, for treatment and the expected date of his return is not known to the household.

(m) Mr. A's wife has gone to her mother's place on 1st February, 1981, and she is expected to return on 20th February, 1981.

(n) Mr. Camilo's brother and his family have come to Goa from Portugal on 18th February, 1981, on holidays. They are expected to leave Goa on 25th March, 1981.

(o) A and B are neighbours staying in Margao. A's wife goes for work at Vasco every morning and returns home every evening. B's sister also works at Vasco but stays with a relative at Vasco from Monday to Saturday. Where will A's wife and B's sister be enumerated.

3.2 How would you record the ages (Qn. No 4) in the following cases:—

Answer

(a) A child born on 15th April, 1980;
(b) A lady has completed 22 years and 7 months of age on the date of your visit.
(c) A baby born on 10th February, 1981, and you visit that household on 11th February, 1981.

3.3 What will be the marital status (Qn. No. 5) of the following persons :—

Answer

(a) A lady whose husband is working in Kuwait;
(b) A person whose wife died some years back and
  (i) is remarried .....
  (ii) is not remarried.....
(c) An 18 year old girl whose engagement has taken place but the marriage function will be performed in May, 1981.
(d) A man and woman staying together without legal marriage.

ANS:

3.4 For a person whose mother tongue is Konkani and who also knows Marathi, in Q. 7(Two other languages known) you should record :—

(a) Both Kokani and Marathi on the two lines provided.
(b) Marathi on the first line and 'x' in the second line.
(c) Kokani and Marathi on one line.

ANS: ( )

3.5 For a child of 4 years or less in age, what entries will be made against questions 11 and 12.

ANS:

3.6 For a person who is mentally retared or dumb and for whom you are not in a position to obtain full details:

(a) you need not enumerate such a person.
(b) you should ensure that such a person is enumerated by writing the available information such as sex, approximate age etc. For Q.14-A, such person may be treated as 'B' and for Q.16, Code 2 may be used.

ANS: ( )

3.7 In which of the following cases will you issue the Degree Holder Technical Personnel Schedules.

	Answer Yes/No
(a) A person holding a Diploma in Civil Engineering.	
(b) A person holding an I.T.I. Certificate for Mechanical Draftsman.	( )
(c) A person holding a Certificate in typing and shorthand from a private institution.	( )
(d) A person holding a Certificate on Secretarial course from I.T.I.	( )
(e) A person who has passed VIIth year Lyceum course.	( )
(f) An untrained Dai/mid-wife	( )
(g) A person who has passed the Auxilliary nursing course.	( )
(h) A primary teacher who has passed the P.T.C. (Primary Teacher's Certificate).	( )
(i) A person holding a Certificate in cooking bakery from the Food Craft Institute.	( )
(j) A 'quack' working as a medical practitioner.	( )
(k) A music teacher holding a Certificate in music.	( )

IV—INDIVIDUAL SLIP-UNIVERSAL

(Economic Questions)

4.1 A girl is a whole-time student. What entry would you make against Q.14A? Would the entry be above the dotted line or below the dotted line?

ANS:

4.2 A young boy attends school in the day, and helps his father in a tailoring shop in the evening. What entry would you make against Q.14A? Would the entry be above the dotted line or below the dotted line?

ANS:

4.3 If a person is purely a non-worker and recorded as such in Q.14A, will Questions 14B and 15A be relevant in his case?

ANS:

4.4 If a person had worked only for about a month in the year but was a whole-time student for the remaining 11 months, what entry would you make against Q.14A? Will Questions 14B and 15A be relevant in his case?

ANS:

4.5 What is meant by "worked for major part of last year"(Qn. 14B)?

ANS:

4.6 Please indicate who is a worker for the major part in the cases.

(a) A person who worked for less than 6 months or 183 days in the last one year.

(b) A person who worked for 10 months in the last one year but is unemployed at the time of your visit.

(c) A person who has done 3 different jobs in the last one year each having a duration of more than 2 months but less than 3 months.

ANS: ( )

4.7 If answer to Q. 14B is 'No'(i.e. code 2 is used), will Q. 15A be relevant? If it is relevant, will the entry be above the dotted line or below the dotted line?

ANS:

4.8 If the answer is 'No' against Q. 14A, will Q. 15B be relevant? Justify your answer.

ANS:

4.9 If a person is a major time cultivator but also goes for agricultural wage labour whenever possible, how will you treat him for Q. 15B?

ANS:

4.10 In which situation there will be an answer to be recorded below the dotted line against Q.15B?

ANS:

4.11 The term "any other work" in Q. 15B means:

(a) main activity of the person

(b) secondary work of the main worker.

(c) tertiary activity of the main worker.

ANS: ( )

4.12 Please state in which of the following situations Q.16 will be relevant(Answer Yes or No).

Answer

(a) A ten year boy is not doing any work except occasionally helping his father in cultivation.

(b) A housewife attends to household duties only.

(c) A person who is a cultivator or agricultural labourer for the major part of the year.

(d) A person who has worked for about 4 months in a sugar Factory but was unemployed for the test of the year.

(e) A person who worked for 8 months but is unemployed for the last 4 months.

4.13 A person works in his own field and also accepts wage employment in other forms. How would you decide whether his main activity is cultivation or agricultural labour.

ANS:

4.14 Do you consider all bakery units in Goa as household industry units? Please justify your answer.

ANS:

4.15 How do you distinguish between persons engaged in household industry and those engaged in other work? Please give at least five examples of other workers.

ANS:

4.16 What do you understand by 'Nature of industry trade or service? How does this differ from "Description of work"? (Qn. 15A(ii) and (iii).)

ANS:

4.17 Please indicate the class of worker in the following cases. (Q. 15A(iv)):—

Answer

(a) A barber who runs his own shop.

(b) The barber's wife who works as a maid servant in another person's house.

(c) A bank manager under whom a number of clerks work.

(d) A goldsmith who works along with his father and other brothers in their shop.

(e) Owner of a departmental store where 10 persons work as shop assistants.

(f) A person who cultivates his own paddy field for 3 months but works as a labourer in a coconut garden for 7/8 months in a year.

V—INDIVIDUAL SLIP(SAMPLE)

(Migration and Fertility)

5.1 Your place of enumeration is Ponda town. What entries will be made against Question I(place of Birth) in the case of four persons enumerated by you who were born at Ponda, Margao, Nagpur and New York respectively :—

ANS:—

(1)	(2)	(3)	(4)
(a)			
(b)			
(c)			
(d)			

5.2 Your place of enumeration is Village Curtorim in Salcete Taluka. What will be the entries against Question No. 2 (Last residence) in the following situation?

(1) The person was born at Curtorim, sent for education in Panaji for 2 years and now residing at Curtorim.

(2) The person was born in Margao hospital and has been all his life staying at Curtorim.

(3) The person was born in Lucknow, worked in Calcutta, Madras and Bombay before settling down at Curtorim.

(4) The person was born in Mapusa, spent 30 years in Lisbon and returned to settle in Curtorim.

ANS:—

(1)	(2)	(3)	(4)
(a)			
(b)			
(c)			
(d)			

5.3 A girl student from Margao has come to panaji for higher education. Her mother also has accompanied her and staying with her for the sake of protection to the girl. What is the reason for migration for the girl and her mother. (Place of enumeration Panaji):

(a) Reason for migration is 'Education' (2) for the girl as well as to the mother.

(b) Reason for migration is Education(2) for the girl and others(5)for the mother.

ANS:— ( )

54 What will be the reason for migration for the mother in the above question if the mother and the girl are the only two members of their household ?

(a) The reason for migration for the mother is 'family' moved(3)

(b) The reason for migration for the mother is Education(2)

(c) The reason for migration for the mother is other(5)

ANS:— ( )

5.5 If the duration of residence of person at the Village or Town of enumeration is 6 months, how will you enter answer for Question 4 ?

(a) 6 months in the box.

(b) 0 in the box.

(c) 1 in the box.

ANS:— ( )

5.6 Ever married women mean :

(a) All women who are married at present.

(b) All women who are married, remarried, widowed, divorced or separated.

(c) All women who are divorced or separated only.

ANS :— ( )

5.7 Currently married women mean :

(a) Women who are married for the first time or another time and whose marriage is subsisting at the time of enumeration with the spouse living.

(b) Women who are recently married only.

(c) Women who are legally married only.

ANS:— ( )

5.8 A woman was first married at the age of 20. Unfortunately, she became widow at the age of 22. She remarried at the age of 25. What is her age at marriage ?

(a) 22

(b) 20

(c) 25

ANS :- ( )

VI—MISCELLANEOUS

6.1 Indicate whether the statements given below are right(√) or wrong (×)

(a) The Pad No. Slip No. and the location Code No. on each Household Schedule form and each Individual Slip should be filled in before commencement of enumeration. ( )

(b) Separate pads should be used for each enumeration block. ( )

(c) You need not enumerate a household missed by you during the enumeration period but subsequently detected during the revisional round. ( )

(d) In case a house is locked during your visit, you can treat the same as 'Vacant'. ( )

(e) Do not enter into any kind of argument with the respondents. ( )

(f) Ask questions covering the economic questions (from 14 to 16 and sub-questions) of the Individual Slip together and then fill in the details. ( )

(g) Ensure that no household has been left out, particularly on the borders of your Enumeration Block, under the presumption that these might be covered by another enumerator. (

(h) Make a thorough and detailed enquiry, whenever necessary, by asking certain probing question to ensure that no information is missed and only correct information is recorded. ( )

(i) Use only international numerals (viz. 1, 2, 3) for recording age, codes etc. ( )

(j) Use pen or ballpen for filling all the schedules, forms etc. ( )

(k) In case of wrong entry, strike out and write again. Do not do overwriting. ( )

(l) No question should be left blank. Whenever not relevant put a cross except in the case of question 12, where a dash should be put. ( )

(m) Use abbreviations wherever provided for in the instructions. ( )

(n) Do not write anything in the dotted boxes. ( )

APPENDIX 5

THE CENSUS ACT, 1948

Act No. 37 of 1948

An Act to provide for certain matters in connection with the taking of census.

[3rd September, 1948]

Whereas it is expedient to provide for the taking of census in [1]* * * India or any part thereof whenever necessary or desirable and to provide for certain matters in connection with the taking of such census ;

It is hereby enacted as follows :—

1. **Short title and extent.**—(1) This Act may be called the Census Act, 1948.

[2][(2) It extends to the whole of India[3] * * *]

[4][**Rule of Consruction respecting enactments not extending to Jammu and Kashmir.**—2. Any reference in this Act to the Indian Penal Code (45 of 1860) or the Indian Evidence Act, 1872, (1 of 1860) shall, in relation to the State of Jammu and Kashmir, be construed as a reference to the corresponding enactment in force in that State].

3. **Cenral Government to take census.**—The Central Government may, by notification in the Official Gazette, declare its intention of taking a census in the whole or any part of the territories to which this Act extends, whenever it may consider it necessary or desirable so to do, and thereupon the census shall be taken.

4. **Appointment of census staff.**—(1) The Central Government may appoint a Census Commissioner to supervise the taking of the census throughout the area in which the census is intended [5] to be taken, and Directors of Census Operation to supervise the taking of the census within the several States.

(2) The State Government may appoint persons as census-officers to take, or aid in, or supervise the taking of, the census within any specified local area and such persons, when so appointed, shall be bound to serve accordingly.

(3) A declaration in writing, signed by any authority authorised by the State Government in this behalf, that any person has been duly appointed a census-officer for any local area shall be conclusive proof of such appointment.

(4) The State Government may delegate to such authority as it thinks fit the power of appointing census-officers conferred by sub-sction (2).

(5) **Status of census authorities as public servants.**—The Census Commissioner, all Directors of Census Operations[1] and all Census-officers shall be deemed to be public servants within the meaning of the Indian Penal Code (45 of 1860).

(6) **Discharge of duties of census-officers in certain cases.**—(1) Where the District Magistrate or such authority as the State Government may appoint in this behalf, by a written order so directs—

(a) Every officer in command of any body of men belonging to the naval, military or air force, or of any vessel of war, of India,

(b) every person (except a pilot or harbour-master) having charge or control of a vessel,

(c) every person in charge of a lunatic asylum, hospital, workhouse, prison, reformatory or lock-up or of any public, charitable, religious or educational institution,

(d) every keeper, secretary or manager of any serai, hotel, boarding-house, lodging-house, emigration depot or club,

(e) every manager or officer of a railway or any commercial or industrial establishment, and

(f) every occupant of immovable property wherein at the time of the taking of the census persons are living.

shall perform such of the duties of a census-officer in relation to the persons who at the time of the taking of the census are under his command or charge, or are inmates of his house, or are present on or in such immovable property or are employed under him as may be specified in the order.

1. The words "the provinces and Acceding States" were rep. by the A. O. 1950.
2. Sub. ibid. for the former sub-section.
3. The words "except the State of Jammu and Kashmir" omitted by Act 22 of 1959, S. 2
4. Ins. by S. 3, ibid, The original S. 2 was omitted by Act 36 of 1957 S. 2 and sch.
5. Subs. for the words "Superintendents of Census Operations" by Sec. 3 of the Repealing and Amending Act, 1974. (Act No. 56 of 1974),
1. Subs. for the words "Superintendents of Census operations" by Sec. 3 of the Repealing and Amending Act, 1974. (Act No. 56 of 1974)

(2) All the provisions of this Act relating to census-officers shall apply, so far as may be, to all persons while performing such duties under this section, and any person refusing or neglecting to perform any duty which under this section he is directed to perform shall be deemed to have committed an offence under section 187 of the Indian Penal Code. (45 of 1860).

7. **Power to call upon certain persons to give assistance.**—The District Magisrate, or such auhority as the State Government may appoint in this behalf for any local area, may, by written order which shall have effect throughout the extent of his district or of such local area, as the case may be, call upon—

(a) all owners and occupiers of land, tenure-holders, and farmers and assignees of land revenue, or their agents,

(b) all members of the district, municipal, panchayat and other local authorities and officers and servants of such authorities, and

(c) all officers and members of staff of any factory, firm or establishment, to give such assistance as shall be specified in the order towards the taking of a census of the persons who are, at the time of the taking of the census, on the lands of such owners, occupiers, tenure-holders, farmers and assignees, or in the premises of factories, firms and other establishments, or within the areas for which such local authorities are established, as the case may be, and the persons to whom an order under this section is directed shall be bound to obey it and shall, while acting in pursuance of such order, be deemed to be public servants within the meaning of the Indian Penal Code. (45 of 1860).

8. **Asking of questions and obligation to answer.**—(1) A census-officer may ask all such questions of all persons within the limits of the local area for which he is appointed as, by instructions issued in this behalf by the State Government and published in the Official Gazette, he may be directed to ask.

(2) Every person of whom any question is asked under sub-section (1) shall be legally bound to answer such questions to the best of his knowledge or belief :

Provided that no person shall be bound to state the name of any female member of his household, and no woman shall be bound to state the name of her husband or deceased husband or of any other person whose name she is forbidden by custom to mention.

9. **Occupier to permit access and fixing of numbers.**—Every person occupying any house, enclosure, vessel or other place shall allow census-officers such access thereto as they may require for the purposes of the census and as having regard to the customs of the country, may be reasonable and shall allow them to paint on, or affix to, the place such letters, marks or numbers as may be necessary for the purposes of the census.

10. **Occupier or manager to fill up schedule.**—(1) Subject to such orders as the State Government may issue in this behalf, a census-officer may, within the local area for which he is appointed, leave or cause to be left a schedule at any dwelling-house or with the manager or any officer of any commercial or industrial establishment, for the purpose of its being filled up by the occupier of such house or of any specified part thereof or by such manager of officer with such particulars as the State Government may direct regarding the inmates of such house or part thereof, or the persons employed under such manager or officer, as the case may be at the time of the taking of the census.

(2) When such schedule has been so left, the said occupier, manager or officer, as the case may be, shall fill it up or cause it to be filled up to the best of his knowledge or belief so far as regards the inmates of such house or part thereof or the persons employed under him, as the case may be, at the time aforesaid, and shall sign his name thereto and, when so required, shall deliver the schedule so filled up and signed to the census-officer or to such person as the census-officer may direct.

11. **Penalties.**—(1) (a) Any census-officer or any person lawfully required to give assistance towards the taking of a census who refuses or neglects to use reasonable diligence in performing any duty imposed upon him or in obeying any order issued to him in accordance with this Act or any rule made thereunder, or any person who hinders or obstructs another person in performing any such duty or in obeying any such order, or

(b) any census-officer who intentionally puts any offensive or improper question or knowingly makes any false return or, without the previous sanction of the Central Government or the State Government, discloses any information which he has received by means of, or for the purposes of, a census return, or

(c) any sorter, compiler or other member of the census staff who removes, secretes, damages or destroys any census document or deals with any census document in a manner likely to falsify or impair the tabulations of census results, or

(d) any person who intentionally gives a false answer to, or refuses to answer to the best of his knowledge or belief, any question asked of him by a census-officer which he is legally bound by section 8 to answer, or

(e) any person occupying any house, enclosure, vessel or other place who refuses to allow a census-officer such reasonable access thereto as he is required by section 9 to allow, or

(f) any person who removes, obliterates, alters, or damages any letters, marks or numbers which have been painted or affixed for the purposes of the census, or

(g) any person who, having been required under section 10 to fill up a schedule, knowingly and without sufficient cause fails to comply with the provisions of that section, or makes any false return thereunder, or

(h) any person who trespasses into a census office, shall be punishable with fine which may extend to one thousand rupees and in case of a conviction under part (b) or (c) shall also be punishable with imprisonment which may extend to six months.

(2) Whoever abets any offence under subsection (1) shall be punishable with fine which may extend to one thousand rupees.

12. **Sanction required for prosecution.**—No Prosecution under this Act shall be instituted except with the previous sanction of the State Government or of an authority authorised in this behalf by the State Government.

13. **Operation of other laws not barred.**—Nothing in this Act shall be deemed to prevent any person from being prosecuted under any other law for any act or omission which constitutes an offence under this Act :

Provided that no such prosecution shall be instituted except with the previous sanction referred to in section 12.

14. **Jurisdiction.**—No Court inferior to that of a Presidency Magistrate or a Magistrate of the second class [1]* * * shall try, whether under this Act or under any other law, any act or omission which constitutes an offence under this Act.

15. **Records of census not open to inspection not admissible in evidence.**—No person shall have a right to inspect any book, register or record made by a census-officer in the discharge of his duty as such, or any schedule delivered under Section 10, and notwithstanding anything to the contrary in the Indian Evidence Act, 1872, (1 of 1872) no entry in any such book, register, record or schedule shall be admissible as evidence in any civil proceeding whatsoever or in any criminal proceeding other than a prosecution under this Act or any other law for any act or omission which constitutes an offence under this Act.

16. **Temporary suspension of other laws as to mode of taking census in municipalities.**—Notwithstanding anything in any enactment or rule with respect to the mode in which a census is to be taken in any municipality, the municipal authority, in consultation with the Director of Census Operations[1] or with such other authority as the State Government may authorize in this behalf, shall, at the time appointed for the taking of any census cause the census of the municipality to be taken wholly or in part by any method authorized by or under this Act.

17. **Grant of statistical abstracts.**—The Census Commissioner or any Director of Census Operations or such person as the State Government may authorise in this behalf may, if he so thinks fit, at the request and cost (to be determined by him) of any local authority or person, cause abstracts to be prepared and supplied containing any such statistical information as can be derived from the census returns for [3][India or any State], as the case may be, being information which is not contained in any published report and which is his opinion it is reasonable for that authority or person to require.

18. **Power to make rules.**—(1) The Central Government may make rules for carrying out the purposes of this Act.

(2) In particular and without prejudice to the generality of the foregoing power, the Central Government may make rules providing for the appointment of census-officers and of persons to perform any of the duties of census-officers or to give assistance towards the taking of a census, and for the general instructions to be issued to such officers and persons.

1. The words "or in a part B State, A Magistrate corresponding to a Magistrate of the second class" ins. by Act 51 of 1950, 5.4 omitted by the Adaption of Laws (No. 3) order, 1956.

2. Subs. for the words "Superinterdents of Census Operations" by Sec. 3 of the Repealing and Amending Act, 1974. (Act No. 56 of 1974)

3. Subs. for the words "Superinterdent of Census Operations" by Sec. 3 of the Repealing and Amending Act, 1974. (Act No. 56 of 1974)

4. Subs. by the A. O. 1950, for "the Provinces of India or the Provinces."

APPENDIX 6

LIST OF TABULATIONS

Priority	Series/Table No.	Title	Lowest level of presentation	
			All-India Volume	State Volume
1	2	3	4	5
	A—SERIES : GENERAL POPULATION TABLES			
Priority I	A—1	Area, Houses and Population	District	Tehsil & Town
	Appendix—1	Statement showing 1981 territorial units and changes during 1971—81	District	Tehsil
	Appendix—2	Number and Population of villages with population of 5,000 and over and of towns with population under 5,000.	District	Tehsil
	Appendix—3	Houseless and Institutional population	District	Tehsil & Town
	A—2	Decadal variation in population since 1901	State	District
	Appendix	States and Districts at the 1981 Census showing 1971 area and population according to territorial jurisdiction in 1971, change in population of 1971 adjusted to jurisdiction of 1981	District	District
	A—3	Villages classified by population size	District	Tehsil
	A—4	Towns and urban agglomerations classified by population in 1981 with variation since 1901	Town	Town
	Appendix—1	New Towns added in 1981 and towns in 1971 declassified in 1981	Town	Town
	Appendix—2	Places with a population of under 5,000 classified as towns for the first time in 1981.	Town	Town
	Appendix—3	Places with a population of under 5,000 in 1971 which were towns in 1971 but have been declassified in 1981	Town	Town
	Appendix—4	Changes between 1971 and 1981 in area and population of towns and reasons for change in area	Town	Town
	A—5	Standard Urban Areas	Town & out-growth of town	Town & out-growth of town
		Union/State Primary Census Abstract	District	Tehsil & Town
		Urban/Village Primary Census Abstract *Appendix*	—	Ward & Village
		Total, Scheduled Castes and Scheduled Tribes Population—Urban block-wise	—	Urban block
	B—SERIES : GENERAL ECONOMICS TABLES			
Priority I	*B—1	Main workers, marginal workers and non-workers classified by age and sex	State	District
	B—1 Part A	Main workers, marginal workers and non-workers in cities, and non-city urban areas classified by age and sex	State, U.A.& City	District, U.A. & City
	*B—2	Main workers, marginal workers and non-workers by age, sex and literacy— Urban	State	District
	*B—3	Main workers classified by industrial category, age and sex	State, U.A. & City	District, U.A. & City
	*B—4 Part A	Main workers classified by industrial category, educational level and sex—Urban	State	District
	*B—4 Part B	Main workers classified by industrial category, educational level and sex—Rural	State	District
	*B—5 Part A	Main workers by age, sex and educational level—Urban	State	District
	*B—5 Part B	Main workers by age, sex and educational level—Rural	State	District
	B—6	Other work of main workers and work of marginal workers by broad category cross-classified by main activity	State	District
	*B—7	Marginal workers by industrial category, age and sex	State	District

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	*B—8 Part A	Marginal workers by industrial category and non-workers by educational level and sex—Urban	State	State
	*B—8 Part B	Marginal workers by industrial category and non-workers by educational level and sex—Rural	State	State
	*B—9	Persons seeking/available for work by marginal workers/non-workers, age and sex	State	District
	*B—10 Part A	Persons seeking/available for work by age, sex and educational level—Urban	State	State
	*B—10 Part B	Persons seeking/available for work by age, sex and educational level—Rural	State	State
Priority II	B—11	Female main workers classified by industrial category, age and marital status	State	State
	*B—12	Industrial classification of main workers other than cultivators and agricultural labourers by sex and by divisions, major groups and minor groups	State	District
	*B—13	Main workers in manufacturing, processing, servicing and repairs by household industry and non-household industry	State	State
	B—14	Industrial classification of main workers in manufacturing, processing, servicing and repairs on household industry basis by sex and class of worker	State	District
	B—15	Classification of main workers in non-household industry, trade, business, profession or service by class of worker, age and sex	State	District
	B—16	Industrial classification of main workers in non-household industry, trade, business, profession or service by class of worker and sex	State	District
	B—17	Industrial classification of marginal workers engaged in work other than cultivation and agricultural labour by sex	State	District
	*B—18	Occupational classification of main workers other than cultivators and agricultural labourers by sex	State	State
	B—19	Occupational classification of main workers in non-household industry, trade, business, profession or service by class of worker and sex	State	State
	B—20 Part A	Occupational classification of main workers other than cultivators and agricultural labourers by sex and age—Urban	State	District
	B—20 Part B	Occupational classification of main workers other than cultivators and agricultural labourers by sex and age—Rural	State	District
	B—21 Part A	Occupational classification of main workers other than cultivators and agricultural labourers by sex and educational level—Urban	State	District
	B—21 Part B	Occupational classification of main workers other than cultivators and agricultural labourers by sex and educational level—Rural	State	District
	B—22	Marginal workers and non-workers by main activity, age, sex and whether seeking/available for work	State	State
	C—SERIES : SOCIAL AND CULTURAL TABLES			
Priority I	*C—1	Age, sex and marital status	State	District
	*C—2	Age, sex and level of education—All areas	State	District
	*C—2 SC	Age, sex and level of education for Scheduled Castes—All areas	State	District
	*C—2 ST	Age, sex and level of education for Scheduled Tribes—All areas	State	District
	*C—2 Part A	Age, sex, and level of education—Urban	State	District
	*C—2 SC Part A	Age, sex and level of education for Scheduled Castes—Urban	State	District
	*C—2 ST Part A	Age, sex and level of education for Scheduled Tribes—Urban	State	District
	*C—3 Part A	Attending school/college by completed level of education, age and sex—Urban	State	District
	*C—3 Part B	Attending school/college by completed level of education, age and sex—Rural	State	District
	*C—4	Children (Ages 5—14) by single year of age, school attendance and economic activity	State	District
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	*C—6	Population by five year age groups and sex	State	District
Priority II	C—7	Mother Tongue (Alphabetical order)	State	State
	C—8	Bilingualism	State	State
	*C—9	Religion	State	District
	C—10	Households by composition and size	State & City	District & City
	D—SERIES : MIGRATION TABLES			
Priority I	*D—1	Population classified by place of birth	State	District
	*D—2	Migrants classified by place of last residence and duration of residence in place of enumeration	State	State
	*D—3	Migrants by sex, place of last residence, duration of residence and reason for migration	State	State
	*D—4	Main workers, marginal workers, non-workers, those seeking/available for work and literacy among migrants reporting, 'Employment' as reason for migration by age, sex and duration of residence	State & City	State & City
Priority II	D—5	Migrants from rural areas within State of enumeration reporting 'Employment' as reason for migration by age, sex, educational level and duration of residence—Urban	State & City	State & City
	D—6	Migrants from urban areas within the State of enumeration reporting 'Employment' as reason for migration by age, sex, educational level and duration of residence—Urban	State & City	State & City
	D—7	Migrants from rural areas outside the State of enumeration reporting 'Employment' as reason for migration by age, sex, educational level and duration of residence—Urban	State & City	State & City
	D—8	Migrants from urban areas outside the State of enumeration reporting 'Employment' as reason for migration by age, sex, educational level and duration of residence—Urban.	State & City	State & City
	*D—9	Migrants reporting 'Employment' as reason for migration, now seeking/available for work by age, sex, educational level and duration of residence—Urban	State & City	State & City
	D—10	Migrants reporting 'Education' as reason for migration, now seeking/available for work by age, sex, educational level and duration of residence—Urban	State & City	State & City
	D—11	Migrants from place of last residence to cities by age, sex, marital status and educational level.	City	City
	D—12	Migrant workers of cities reporting 'Employment' as reason for migration by duration of residence, educational level, occupational division and sex	City	City
	D—13	Persons born in other districts of the State and enumerated in this district	@	@
	F—SERIES : FERTILITY TABLES			
Priority I	*F—1 Part A	Ever Married and Currently Married Women by Present Age, Age at Marriage and Religion, Scheduled Castes and Scheduled Tribes—Urban	State	State
	*F—1 Part B	Ever Married and Currently Married Women by Present Age, Age at Marriage and Religion, Scheduled Castes and Scheduled Tribes—Rural	State	State
	*F—2 Part A	Ever Married and Currently Married Women by Present Age, Age at Marriage and Educational Level—Urban	State	State
	*F—2 Part B	Ever Married and Currently Married Women by Present Age, Age at Marriage and Educational Level—Rural	State	State

LIST OF TABULATIONS—(*Contd.*)

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	F—3 Part A	Ever Married and Currently Married Women by Present Age, Age at Marriage and Occupation—Urban	State	State
	F—3 Part B	Ever Married and Currently Married Women by Present Age, Age at Marriage and Occupation—Rural	State	State
	*F—4 Part A	Currently Married Women by Present Age and Religion and Births to them during the last year by Birth Order—Urban	State	State
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	*F—5 Part A	Currently Married Women by Present Age and Educational Level and Births to them during last year by Birth Order—Urban	State	State
	*F—5 Part B	Currently Married Women by Present Age and Educational Level and Births to them during last year by Birth Order—Rural	State	State
	*F—6 Part A	Currently Married Women of Scheduled Castes and Scheduled Tribes by Present Age and Births to them during last year by Birth Order—Urban	State	State
	*F—6 Part B	Currently Married Women of Scheduled Castes and Scheduled Tribes by Present Age and Births to them during last year by Birth Order—Rural	State	State
	F—7 Part A	Currently Married Women by Present Age and Occupation and Births to them during last year by Birth Order—Urban	State	State
	F—7 Part B	Currently Married Women by Present Age and Occupation and Births to them during last year by Birth Order—Rural	State	State
	*F—8 Part A	Currently Married Women by Present Age, Duration of Marriage and religion and Births to them during last year—Urban	State	State
	*F—8 Part B	Currently Married Women by Present Age, Duration of Marriage and Religion and Births to them during last year—Rural	State	State
	*F—9 Part A	Currently Married Women by Present Age, Duration of Marriage and Educational Level and Births to them during last year—Urban	State	State
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	*F—10 Part A	Currently Married Women of Scheduled Castes and Scheduled Tribes by Present Age, Duration of Marriage and Births to them during the last year—Urban	State	State
	*F—10 Part B	Currently Married Women of Scheduled Castes and Scheduled Tribes by Present Age and Duration of Marriage and Births to them during last year—Rural	State	State
	F—11 Part A	Currently Married Women by Present Age, Duration of Marriage and Occupation and Births to them during last year—Urban	State	State
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	*F—12 Part A	Ever Married Women by Present Age, Parity and Religion and Total Children Ever Born to them by Sex—Urban	State	State
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	*F—13 Part A	Ever Married Women by Present Age, Parity and Educational level and Total Children Ever Born to them by Sex—Urban	State	State
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	*F—14 Part A	Ever Married Women of Scheduled Castes and Scheduled Tribes by Present Age and Parity and Total Children Ever Born to them by Sex—Urban	State	State
	*F—14 Part B	Ever Married Women of Scheduled Castes and Scheduled Tribes by Present Age and Parity and Total Children Ever Born to them by Sex—Rural	State	State

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	F—16 Part A	Currently Married Women by Present Age, Duration of Marriage, Parity and Religion and Total Children Ever Born to them by Sex—Urban	State	State
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	F—19 Part A	Currently Married Women by Present Age, Duration of Marriage, Parity and Occupation and Total Children Ever born to them by Sex—Urban	State	State
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	F—21	Ever Married and Currently Married Women by Present Age and Parity and Total Children ever born to them by Sex	@	State
	F—22	Ever Married and Currently Married Women by Present Age and Age at Marriage	@	District
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	*F—24 Part A	Currently Married Women by Present Age, Duration of Marriage, Number of Surviving Children and Educational Level and their Total Surviving Children by Sex—Urban	State	State
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	F—25 Part A	Currently Married Women of Scheduled Castes and Scheduled Tribes by Present Age, Duration of Marriage and Number of Surviving Children and their Total Surviving Children—Urban	State	State
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	F—28	Currently Married Women by Duration of Marriage and Births to them during last year by Birth Order.	State	District
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	H—2	Disabled population by type of disability	District & City	Tehsil & Town
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	HH—1 Part B	Distribution of households by predominant materials of roof, wall and floor of Census houses occupied by them—Rural	State	District
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	HH—3	Households by number of married couples usually living in households and number of rooms occupied	State & City	District & City
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	HH—5	Households cultivating and not cultivating land by household size and tenure status of house occupied	District	Tehsil
	HH—5 SC	Scheduled Caste households cultivating and not cultivating land by household size and tenure status of house occupied	District	Tehsil
	HH—5 ST	Scheduled Tribe households cultivating and not cultivating land by household size and tenure status of house occupied	District	Tehsil
	HH—6 Part A	Households and population by availability of electricity and toilet facilities and tenure status of house occupied—Urban	State & City	District & Town
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	HH—7	Households by source of drinking water	District & City	Tehsil & Town
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	HH—8 SC	Scheduled Caste households cultivating and not cultivating land by tenure and household size	District & City	Tehsil & Town
	HH—8 ST	Scheduled Tribe households cultivating and not cultivating land by tenure and household size	District & City	Tehsil & Town
	HH—9	Households by size and number of main workers	State	District
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	HH—9 ST	Scheduled Tribe households by size and number of main workers	State	District
	HH—10	Households by size and number of members seeking/available for work	State	District
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	HH—11	Households by size and number of literate members	State	District
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	HH—12 ST	Members of cultivating and non-cultivating Scheduled Tribe households classified as main workers, marginal workers, non-workers and seeking/available for work	State	District
	HH—13 SC	Scheduled Caste households and population classified by literacy, main workers, marginal workers, non-workers and seeking/available for work	District & City	Tehsil & Town
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	HH—14 SC	Households and population by literacy for each Scheduled Caste	District & City	Tehsil & Town
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	HH—15	Household population by religion of head of household	District & City	Tehsil & Town
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	ST—2	Industrial category of work of marginal workers of Scheduled Tribes by seeking/available, not seeking/available for work and sex	District & City	Tehsil & Town
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*The table will also be presented as Advance Tabulation at national level.

@Will not be presented in the volume.

**No format for this Appendix is prescribed as it is only a list.
†Will be presented only in District Census Handbooks.

PART II-B
PRIMARY CENSUS ABSTRACT

24—214 Census Goa/83

GENERAL NOTE

The Primary Census Abstract (PCA) is the basic table prepared on a full count basis. It is an important general population table which indicates the basic socio-economic characteristics of the population of the territory. It presents the data in respect of area, occupied residential houses, households, population by sex, population of the scheduled castes and the scheduled tribes, literates, main workers classified under four broad industrial categories, marginal workers and non-workers by sex in respect of each area unit upto taluka/town level. This table corresponds to PCA of the 1971 census. However, a departure is made in the presentation of PCA data in the 1981 census in respect of industrial classification of main workers. In 1971, the main workers were classified into nine industrial categories viz. I-Cultivator, II-Agricultural labourer, III-Live Stock, Forestry, Fishing, Hunting, Plantations and Orchards and allied activities, IV-Mining and Quarrying, V-Manufacturing, Processing, Servicing and Repairs (a) Household Industry (b) Other than Household Industry, VI-Construction, VII-Trade & Commerce, VIII-Transport, Storage and Communications and IX-Other Services. In the present PCA only four categories of main workers viz. I-Cultivators, II-Agricultural Labourers, V(a) Household Industry and Other Workers which include industrial categories III, IV, V(b) to IX are given. This is as per the recommendations of the Planning Commission and the Central Statistical Organisation.

Definitions of the different categories of workers and non-workers used in 1981 are as follows :

Workers, Main Workers and Marginal Workers

In the 1981 census, a worker is defined as a person who has done any economically productive work during the last one year preceding the date of enumeration. According to this definition the term workers include all the fulltime workers, seasonal workers, part time workers, and even those workers whose contribution to work will generally be considered insignificant. The workers are further classified into 'main workers' and 'marginal workers'. Main workers are those who worked for the major part of the year i.e. six months and more preceding the date of enumeration. Thus all the workers who worked for six months and more are considered as main workers. Marginal workers are those who worked any time in the last one year preceding the date of enumeration, but for a period of less than six months.

1. *Cultivators*

For purposes of the census a person is considered as cultivator if he or she is engaged either as employer, single worker or family worker in cultivation of land owned or held from government or held from private persons or institutions for payment in money, kind or share of crop. Cultivation includes supervision or direction of cultivation.

A person who has given out his/her land to another person or persons for cultivation for money, kind or share of crop and who did not even supervise or direct cultivation of land is not treated as cultivator. Similarly, a person working in another person's land for wages in cash or kind or a combination of both is not treated as cultivator.

Cultivation involves ploughing, sowing and harvesting and production of cereals and millet crops such as wheat, paddy, jowar, bajra, ragi etc. and pulses, raw jute and kindred fibre crop, cotton etc. but did not include fruit growing, vegetable growing or keeping orchards or groves or working on plantations like tea, coffee, rubber, cinchona and other medicinal plantations.

2. *Agricultural Labourer*

A person who works in another person's land for wages in cash, kind or share of crop is regarded as an agricultural labourer. Such person has no risk in cultivation but merely works in another person's land for wages. An agricultural labourer has no right of lease or contract on land on which he worked.

3. *Household Industry*

Household industry is defined as an industry conducted by the head of the household himself/herself and/or by the members of the household at home or within the village in rural areas, and only within the precincts of the house where the household lives in urban areas. A larger proportion of workers in household industry should consist of members of the household including the head. The industry should not be run on the scale of a registered factory.

The main criterion of a household industry is the participation of one or more members of a household. This criterion will apply in urban areas too. Even if the industry is not actually located at home in rural areas there is greater possibility of the members of the household participating even if it is located anywhere within the village limits. In the urban areas where organised industry takes greater prominence, the household industry should be confined to the precincts of the house where the participants live. In urban areas even if the members of the household by themselves run an industry but at a place away from the precincts of their home, it is not considered a household industry.

A household industry relates to production, processing, servicing, repairing or making and selling (but not merely selling) of goods. It did not include

professions such as those practised by pleader or doctor or barber, musician, dancer, dhobi, astrologer, etc.

4. *Other Workers*

All those who have been engaged in any field of economic activity other than cultivation, agricultural labour or household industry are 'other workers'. The types of worker that came under this category includes factory workers, plantation workers, those in trade, commerce, business, transport, mining, construction, political or social work, all government servants, municipal employees, teachers, priests, entertainment artists etc.

The non-workers include the following categories of persons (i) those attending to household duties at home (ii) students (iii) dependents (iv) retired persons or rentiers (v) beggars etc. (vi) inmates of institutions and (vii) other non-workers. These seven categories of non-workers are defined as under :

(i) *Household duties.*—This covers all persons who are engaged in unpaid home duties and who did not do other work or have not done any work at all during the last one year preceeding the date of enumeration.

(ii) *Students.*—This covers all full-time students and children attending school.

(iii) *Dependents.*—This category includes all dependents such as infants and children not attending school or persons permanently disabled from work because of illness or old age. It includes even able-bodied persons who cannot be categorised in any other category of non-workers but are dependent on others. If such persons who are dependent on others for subsistence are seeking work, they are categorised as other non-workers.

(iv) *Retired persons or Rentiers.*—A person who has retired from service and is doing no other work i.e. not employed again in some full-time or part-time work or not engaged in some other work such as cultivation, business, trade etc. or a person who is a rentier or living on agricultural royalty, rent or dividend or any other person of independent means for securing which he/she does not have to work, come under this category.

(v) *Beggars, etc.*—This covers beggars, vagrants or cases such as persons without indicating of source of income and those with unspecified sources of subsistence who are not engaged in any economically productive work.

(vi) *Inmates of institutions.*—This covers convicts in jails or inmates of penal, mental or charitable institutions even if such persons are compelled to do some work such as carpentry, carpet weaving, vegetable growing etc. in such institutions. But an undertrial prisoner enumerated in a jail is recorded for the work he/she was doing before he/she was apprehended. Similarly, a person temporarily in a hospital or similar institution is recorded for the kind of work he/she was doing before he/she was admitted into the hospital or institution. But for a long-term undertrial prisoner or convict in a prison or for a long-term inmates of penal or charitable or mental institutions, the person's previous work is not recorded.

(vii) *Other non-workers.*—This includes all non-workers who may not come under any of the above six categories but who are looking for work. A boy or girl who has completed education or stopped studying and is looking for work come under this category. A person who is merely spending his/her time at home as a dependent and is not doing any work and is not seeking any work is not considered as other non-worker but covered under dependents. A person irrespective of age and whether educated or not, if he/she reports that he/she is not engaged in any other activity but is seeking work is covered under this category.

Primary Census Abstract for Scheduled Castes and Scheduled Tribes.

Besides the primary census abstract for the total population it is for the first time a special PCA separately for the scheduled caste and the scheduled tribe population are also prepared on the lines of general PCA on a full count basis. They present the data in respect of number of SC/ST households, population of SC/ST by sex, literates, main workers—further classified under four broad industrial categories, marginal workers and non-workers by sex in respect of each area unit upto taluka/town. These PCAs are also included in this volume.

Census Houses and Households.

Columns 5 and 6 of the PCA give the total number of occupied residential census houses and the number of households respectively. Definitions of a census house and a household are given in the fly-leaf of table A.I of Part II-A. However, it may be mentioned here that inmates of institutions like jails, hospitals, lodging houses, hostels, friend's clubs etc. are treated as members of institutional households and thus they are distinguished from family type households. Further, the persons who had no fixed points of residence and were on the move from place to place and were passing their nights on road-sides, corridors, footpaths, railway platforms, open grounds, sea beach, under the trees or bridges etc. without erecting huts or any other structures for residences, are treated as the member(s) of the houseless households. They were specially enumerated on the night of 28th February, 1981. Thus, the number of households given in col. 6 of primary census abstract includes the number of institutional as well as houseless households also.

According to the 1981 census there are 19183 occupied residential houses in Dadra & Nagar Haveli, which accommodated 19428 households. In other words there are more households than the occupied residential houses which is not an unusual phenomenon since there can be more than one household living in one house. For example a house without an independent entrance for the portions occupied by more than one household is a single house shared by 2 or more households. On the other hand separation of kitchen divided the group or persons living in the same house into two or more households. The below given statement shows the number of households per 1000 occupied residential census houses and the number of households per km² in rural and urban areas of Dadra & Nagar Haveli.

STATEMENT 1

Number of households per 1000 *residential census houses and the number of households per km²*, 1981

U.T./District	Number of households per 1000 residential census houses			Number of households per km²		
	Total	Rural	Urban	Total	Rural	Urban
1	2	3	4	5	6	7
DADRA & NAGAR HAVELI.	1,013	1,012	1,017	40	37	195
District Dadra & Nagar Haveli.	1,013	1,012	1,017	40	37	195

It can be observed from the above statement that there are 1013 households per 1000 census houses in the territory in 1981. This average was 1023 a decade back. Thus, only 1% of the households shared houses with others in 1981 as against about 2% in 1971. It is an indication of improvement in housing facilities in the territory. The statement further reveals that this average is slightly higher in urban areas (1017) than in rural areas (1012), which is not unexpected.

Columns 5, 6 and 7 of statement-1 shows density of households i.e. the number of households per km² in the territory. According to 1981 census the density of households works out to 40 as against 27 in 1971. Thus, there is an increment of 13 households per km² during the decade in the territory. Higher density of households in urban areas (195) than in rural areas (37) is not surprising since people always flocked to urban areas in large numbers because of employment opportunities and certain other factors favourable to human habitations like concentration of business and trade activities, manufacturing units, public offices, educational institutions, transport and communication facilities etc.

Scheduled Castes and Scheduled Tribes

The population figures of scheduled castes and scheduled tribes and their break-up by sex are given in columns 10 to 15 of the PCA.

According to the Constitution, the term 'scheduled caste' refers to such castes, races, tribes or parts of or groups within such castes, races, or tribes as were declared to be Scheduled Castes by the President of India under Article 341 of the Constitution of India. The term 'scheduled tribes' means such tribes or tribal communities or part of or groups within such tribes or tribal communities as were declared to be scheduled tribes by the President of India under Article 342 of the constitution.

By the President's orders under the above Articles of the Constitution the lists of Scheduled Castes and Scheduled Tribes for Dadra & Nagar Haveli were declared as under:

List of Scheduled Castes

The Constitution (Dadra & Nagar Haveli) Scheduled Castes Order, 1962.

1. Bhangi
2. Chamar
3. Mahar
4. Mahyavanshi, Dhed

List of Scheduled Tribes

The Constitution (Dadra & Nagar Haveli) Scheduled Tribes Order, 1962.

1. Dhodia
2. Dubla, including Halpati
3. Kathodi
4. Kokna
5. Koli Dhor including Kolgha
6. Naikada or Nayaka
7. Varli

It might be mentioned here that the scheduled castes were to be found only among Hindus and Sikhs while the scheduled tribes could be found in any religion.

Each enumerator was furnished with a list of scheduled castes and scheduled tribes applicable for Dadra & Nagar Haveli. He was instructed to record a person as belonging to scheduled caste or scheduled tribe as returned by the persons, if it figured in the list.

It is important to note the limitations of the data on Scheduled Caste/Scheduled Tribe. In the first place there is an area restriction i.e. the President's order specified certain castes and tribes as scheduled castes or scheduled tribes for a particular area. For example, if a person whose caste is declared as a scheduled caste in area A but not so declared in area B, moves to area B and is enumerated there, he/she will not be considered as belonging to a scheduled caste in area B though he/

she would have been so considered had he/she been enumerated in area A. In the second place, two persons may be following identical occupations in their respective areas and may also be socially stratified in exactly the same manner, yet one person may be enumerated as scheduled caste in one area while the other residing in another area may not be so enumerated. These limitations will have to be borne in mind while using the census data on scheduled castes and scheduled tribes.

In the 1981 census of Dadra & Nagar Haveli, 2041 persons (957 males and 1084 females) are enumerated as Scheduled Castes and 81,714 persons (40486 males and 41228 females) as scheduled tribes, which account for 1.97 per cent and 78.82 per cent of the territory's total population.

The statement below gives the percentage distribution of members of Scheduled Castes and Schedule Tribes as well as for both together in rural and urban areas to the total population.

STATEMENT 2

Percentage distribution of members of Scheduled Castes and Scheduled Tribes in rural and urban areas to the total population, 1981

Union Territory/District	Percentage of Scheduled Castes									Percentage of Scheduled Tribes		
	Total			Rural			Urban			Total		
	P	M	F	P	M	F	P	M	F	P	M	F
1	2	3	4	5	6	7	8	9	10	11	12	13
DADRA & NAGAR HAVELI	1·97	1·82	2·12	1·88	1·73	2·03	3·23	3·11	3·36	78·82	77·09	80·58
District Dadra & Nagar Haveli.	1·97	1·82	2·12	1·88	1·73	2·03	3·23	3·11	3·36	78·82	77·09	80·58

Union Territory/District	Percentage of Scheduled Tribes						Percentage of Scheduled Castes & Scheduled Tribes								
	Rural			Urban			Total			Rural			Urban		
	P	M	F	P	M	F	P	M	F	P	M	F	P	M	F
1	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
DADRA & NAGAR HAVELI.	81·57	79·97	83·20	40·29	38·76	42·03	80·79	78·91	82·70	83·45	81·70	85·23	43·52	41·87	45·39
District Dadra & Nagar Haveli .	81·57	79·97	83·20	40·29	38·76	42·03	80·79	78·91	82·70	83·45	81·70	85·23	43·52	41·87	45·39

It can be seen from the above statement that the Scheduled Caste population accounts for 1.97 per cent and that of Scheduled Tribe for 78.82 per cent to the total population of the territory. Their corresponding proportions in 1971 were 1.80 per cent and 86.89 per cent respectively. The statement further reveals that the proportion of Scheduled Caste is comparatively higher in urban areas being 3.23 per cent than rural areas being only 1.88 per cent. Whereas, in respect of Scheduled Tribe population its proportion is higher in rural areas being 81.57 per cent than in urban areas being 40.29 per cent. It may be noted that the proportion of females is higher than that of males in total as well as rural and urban areas among both the Scheduled Caste and Scheduled Tribe population.

The proportions of Scheduled Caste and Scheduled Tribe, if taken together, account for 80.79 per cent of the territory's total population. Among rural and urban areas its proportion is considerably higher in rural areas being 83.45 per cent than in urban areas being 43.52 per cent.

The statement below gives the percentage distribution of Scheduled Castes and Scheduled Tribes population to the total population of Scheduled Castes and Scheduled Tribes.

STATEMENT-3

Statement showing the percentage distribution of members of Scheduled Casts and Scheduled Tribes in Rural and Urban areas to the total popualtion 1981

Union Territory/District	Percentage of Scheduled Castes								
	Total			Rural			Urban		
	P	M	F	P	M	F	P	M	F
1	2	3	4	5	6	7	8	9	10
DADRA & NAGAR HAVELI .	100·00	100·00	100·00	89·07	88·09	89·94	10·93	11·91	10·06
District Dadra & Nagar Haveli .	100·00	100·00	100·00	89·07	88·09	89·94	10·93	11·91	10·06

Union Territory/District	Percentage of Scheduled Tribes								
	Total			Rural			Urban		
	P	M	F	P	M	F	P	M	F
1	11	12	13	14	15	16	17	18	19
DADRA & NAGAR HAVELI .	100·00	100·00	100·00	96·59	96·49	96·69	3·41	3·51	3·31
District Dadra & Nagar Haveli .	100·00	100·00	100·00	96·59	96·49	96·69	3·41	3·51	3·31

It can be seen from the above statement that a very large proportion of Scheduled Caste (89.07 per cent) as well as Scheduled Tribe (96.59 per cent) population are residing in rural areas of the territory.

Literacy.

Columns 16, 17 and 18 of the Primary Census Abstract gives the figures of literate persons by sex. Conceptually a 'literate' person is one who can both read and write in any language with understanding. A person who can merely read but cannot write was not to be treated as literate. The test for reading was the ability to read a portion of any printed matter. The test for writing was the ability to write a simple letter. Children aged 4 and below were treated as illiterate even if going to school and may have picked up reading and writing a few words.

According to the 1981 census data 27,655 persons (19,072 males and 8,583 females) of this territory are literate. This gives a literacy rate of 26.67 per cent as against 14.97 per cent recorded a decade back.

The statement below gives percentage of literates by sex among the total as well as rural and urban population of this territory.

STATEMENT 4

Literacy rates in 1981

Union Territory/District	Among the total population			Among the rural population			Among the urban population		
	P	M	F	P	M	F	P	M	F
1	2	3	4	5	6	7	8	9	10
DADRA & NAGAR HAVELI .	26·67	36·32	16·78	24·71	34·32	14·91	54·17	62·91	44·28
District Dadra & Nagar Haveli .	26·67	36·32	16·78	24·71	34·32	14·91	54·17	62·91	44·28

It can be seen from the above statement that 26.67 per cent of the total population of Dadra & Nagar Haveli is literate. The rate of literacy among males is 36.32 per cent and that among females is 16.78 per cent as against 22.15 per cent and 7.84 per cent respectively in 1971. Progress in the rate of literacy among males and females during the decade 1971-81 is very impressive. The statement further reveals that more than 50 per cent of urban dwellers are literate as against about 25 per cent of rural dwellers. A very low rate of literacy in rural area of this territory is not surprising since 78.82 per cent of the total rural population is constituted of scheduled tribes, who are socially backward.

Classification of Workers by Industrial Categories

Concept of worker—1961-1981.

Relatively more detailed information regarding economic activity of the population is collected in 1981 Census, than what was done in the 1971 and 1961 censuses. The 'work' concept of 1961 and 1971 censuses, as opposed to the 'income' or 'economic independence' concept of the censuses prior to 1961 is however retained in 1981 Census also. But the criterion for classification of person as workers has undergone changes. While in 1961 and 1971 censuses different approaches, namely, usual status and current status were adopted with a reference period of one year and one week for seasonal and for regular work respectively, at the 1981 census the usual status approach is adopted uniformly for all work. In the 1961 and 1971 censuses classification as worker or non-worker was made through different criteria. In 1961 a person was qualified as a worker if he had worked regularly during the last season or if he had worked at least for a day in regular (non-seasonal) work during the preceding fortnight. At the 1971 Census a person was treated as a worker only if he had spent his time mainly in work or if he had worked at least for a day in regular (non-seasonal) work during the preceding week.

The dichotomy of worker and non-worker of 1961 and 1971 censuses is discarded at the 1981 Census and instead a trichotomy as main worker, marginal worker and non-worker is adopted. For main worker the time criterion of engagement in work was the major part of the year i.e. at least 183 days in the preceding one year, while those who worked for some time during the last year but not for the major part of the year are treated as marginal workers. Those who had never worked during the last one year are considered as non-worker. This trichotomy partially permits a comparability of 1981 Census economic data with that of 1971 as well as 1961. It is expected that the term main worker of 1981 will correspond to the worker of 1971 and the main worker and marginal worker together of 1981 will correspond to the worker of 1961.

The following statement shows the percentage distribution of population of each sex into total workers, main workers (main workers further distributed by broad industrial categories) marginal workers and non-workers.

STATEMENT-5

Percentage distribution of population of each sex into workers, marginal workers and non-workers in Union Territory/ District in (1981 Main workers being further distributed by broad industrial categories of 1981 Census).

Union Territory/ District	Sex	Total Population	Total Workers	Total Main Workers	Main Workers			Other Workers [III,IV, V(b) & VI to IX]	Marginal Workers	Non-Workers
					Cultivators I	Agricultural labourers II	Household Industry, Manufacturing, Processing, Servicing and Repairs (a)			
1	2	3	4	5	6	7	8	9	10	11
DADRA & NAGAR HAVELI	Persons	100·00	48·92	40·81	25·22	4·43	0·32	10·84	8·11	51·08
	Males	100·00	56·31	55·11	31·09	4·89	0·49	18·64	1·20	43·69
	Females	100·00	41·33	26·14	19·19	3·95	0·16	2·84	15·19	58·67
District Dadra & Nagar Haveli.	Persons	100·00	48·92	40·81	25·22	4·43	0·32	10·84	8·11	51·08
	Males	100·00	56·31	55·11	31·09	4·89	0·49	18·64	1·20	43·69
	Females	100·00	41·33	26·14	19·19	3·95	0·16	2·84	15·19	58.67

It can be seen from the above statement that the work participation rate (including marginal workers) in the Union Territory is 48.92 per cent in 1981. The male work participation is 56.31 per cent and that of female is 41.33 per cent. The work participation of main workers, works out to 40.81 per cent in 1981. The distribution among the males and females is 55.11 per cent and 26.14 per cent respectively.

It may be interesting to compare the work participation rates of 1962 and 1971 censuses with those of 1981 Census. The following statement shows the rates of work participation in 1962, 1971 and 1981 Censuses in the Union Territory of Dadra & Nagar Haveli.

Work Participation Rates 1962-1981

	1962	1971	1981	
			Total workers	Main workers
Persons . .	60.03	47.17	48.92	40.81
Males . .	62.04	55.43	56.31	55.11
Females . .	57.94	38.96	41.33	26.14

(Total workers of 1981 consisted of main workers and marginal workers).

The work participation rates of main workers of 1981 are slightly higher to those of 1971, whereas it is considerably lower when compared with those of 1962, especially among females.

The main workers are further classified into four broad industrial categories viz. Cultivators, agricultural labourers, workers in household industry and other workers. Of the main workers who constituted 40.81 per cent of the total population the majority of them are cultivators being 25.22 per cent, followed by other workers with 10.84 per cent, agricultural labourers with 4.43 per cent and workers in household industry with 0.32 per cent.

Column 10 of the statement 5 reveals the proportion of marginal workers to total population. The marginal workers are those who had worked anytime in the last one year preceding the date of enumeration, but for a period of less than six months. For example, a housewife who mainly attended to her household duties might have helped her husband in cultivation or stitched clothes for others on payment basis etc. If she worked on these occupations for less than six months in the year preceding the date of enumeration she is considered a marginal worker. The proportion of such marginal workers is 8.11 per cent to total population of this territory. The proportions among the males and females are 1.20 per cent and 15.10 per cent respectively. Higher percentage of female workers in this category is not surprising.

Column 11 of the statement i.e. "non'workers" reveals that a little more than half (51.08 per cent) of the total population of this territory is categorised as non-workers. This category includes housewives, students, dependents, retired persons and rentiers, beggars, inmates of institutions and other non-workers mostly unemployed and seeking work. Its corresponding proportions for males and females are 43.69 per cent and 58.67 per cent respectively. In other words, about 44 per cent of the male population and 59 per cent of the famale population is dependent upon the working population.

The following statement shows the rural urban differentials in the work participation rates by distribution of 1000 persons, males and females, among the main workers, marginal workers and non-workers and for each category of main workers.

STATEMENT-6

Distribution of 1,000 persons, males and females of total, rural and urban areas among the main workers, marginal workers and non-workers and for each category of main workers, 1981

Union Territory/ District	Total Rural Urban	Total Population			Total Workers			Total Main Workers			Main Workers: Cultivators (I)		
		P	M	F	P	M	F	P	M	F	P	M	F
1	2	3	4	5	6	7	8	9	10	11	12	13	14
DADRA & NAGAR HAVELI	Total	1,000	1,000	1,000	489	563	413	408	551	261	252	311	192
	Rural	1,000	1,000	1,000	494	564	423	412	554	267	264	327	199
	Urban	1,000	1,000	1,000	420	553	268	358	514	181	93	101	84
District Dadra & Nagar Haveli.	Total	1,000	1,000	1,000	489	563	413	408	551	261	252	311	192
	Rural	1,000	1,000	1,000	494	564	423	412	554	267	264	327	199
	Urban	1,000	1,000	1,000	420	553	268	358	514	181	93	101	84

Union Territory/District	Total Rural Urban	Main Workers: Agricultural Labourers (II)			Main Workers: Household Industry, Manufacturing, Processing, Servicing and Repairs V(a)			Main Workers: Other Workers [III, IV, V(b) and VI to IX]			Marginal Workers			Non-Workers		
		P	M	F	P	M	F	P	M	F	P	M	F	P	M	F
1	2	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
DADRA & NAGAR HAVELI	Total	44	49	39	3	5	2	109	186	28	81	12	152	511	437	587
	Rural	46	52	41	3	4	2	99	171	25	82	10	156	506	436	577
	Urban	15	13	18	7	10	3	243	390	76	62	39	87	580	447	732
District Dadra & Nagar Haveli	Total	44	49	39	3	5	2	109	186	28	81	12	152	511	437	587
	Rural	46	52	41	3	4	2	99	171	25	82	10	156	506	436	577
	Urban	15	13	18	7	10	3	243	390	76	62	39	87	580	447	732

It can be seen from the above statement that 489 per 1000 persons are categorised as workers (inclusive of marginal workers) in this territory in 1981. The work participation of total workers is higher in rural areas (494) than in urban areas (420). The work participation by sex, also reveals the same trend. The work participation of main workers is 408 per 1000 persons in the territory. The rural urban differentials are maintained among the main workers too. However, the work participation by sex among the main workers shows that the female work participation in rural areas is considerably higher being 267 per 1000 as against 181 in urban areas.

The distribution of main workers into four broad industrial categories by sex reveals that the work participation among the males as well as females is higher in rural areas than in urban areas in the categories of cultivators and agricultural labourers, which is but natural since both these economic activities are largely rural based. There is a higher proportion of urban males and females in household industry and other workers.

The work participation of marginal workers in the territory is 81 per 1000 persons. The rural and urban proportions are 82 and 62 per 1000 persons. The work participation of female marginal workers is considerably higher being 152 as compared to males which is only 12 per 1000 persons.

The distribution of non-workers in the territory is higher in urban areas among both the sexes.

PRIMARY CENSUS ABSTRACT

FLY-LEAF

The Primary Census Abstract (PCA) is the basic general population table prepared on full count basis. This table runs into 39 columns and presents data in respect of area in km^2 occupied residential houses, number of households, total population by sex, population of scheduled castes/scheduled tribes, literates, main workers further classified by four broad industrial categories viz. cultivators, agricultural labourers, workers in household industry and other workers, marginal workers and non-workers by persons, males and females for the district/taluka and town of the Union Territory of Dadra & Nagar Haveli.

This PCA corresponds to the PCA of the 1971 Census. However, there is a departure in the presentation of industrial classification of workers. In 1971 Census, workers were classified into nine industrial categories, whereas, in the present PCA they are classified into four broad industrial categories, details of which has been given in the general note of this report. Information in respect of marginal workers is an innovation of the 1981 census. Concepts of the different categories of workers and of non-workers have also been explained in the general note of this report.

Union Population Totals—1981 giving the final population data in respect of each State and Union Territory of India by rural/urban break-up is also presented at the end of this report.

UNION TERRITORY PRIMARY CENSUS ABSTRACT

Sl. No.	Union Territory/ District	Total Rural Urban	Area in Km²	Number of Occupied Residential Houses	Number of Households	Total Population (including Institutional & Houseless population)			Scheduled Castes			Scheduled Tribes			Literates		
						P	M	F	P	M	F	P	M	F	P	M	F
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	DADRA & NAGAR HAVELI	T	491.0	19,183	19,428	1,03,676	52,515	51,161	2,041	957	1,084	81,714	40,486	41,228	27,655	19,072	8,583
		R	484.3	17,900	18,123	96,762	48,846	47,916	1,818	843	975	78,928	39,064	39,864	23,910	16,764	7,146
		U	6.7	1,283	1,305	6,914	3,669	3,245	223	114	109	2,786	1,422	1,364	3,745	2,308	1,437
1.	District Dadra and Nagar Haveli	T	491.0	19,183	19,428	1,03,676	52,515	51,161	2,041	957	1,084	81,714	40,486	41,228	27,655	19,072	8,583
		R	484.3	17,900	18,123	96,762	48,846	47,916	1,818	843	975	78,928	39,064	39,864	23,910	16,764	7,146
		U	6.7	1,283	1,305	6,914	3,669	3,245	223	114	109	2,786	1,422	1,364	3,745	2,308	1,437

Sl. No.	Union Territory/ District	Total Rural Urban	Main Workers: Total Main-Workers (I—IX)			Cultivators (I)			Agricultural Labourers (II)			Household Industry, Manufacturing, Processing, Servicing and Repairs V(a)			Other Workers (III, IV, V(b) and VI to IX)			Marginal Workers			Non-workers		
			P	M	F	P	M	F	P	M	F	P	M	F	P	M	F	P	M	F	P	M	F
1	2	3	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39
	DADRA & NAGAR HAVELI	T	42,315	28,942	13,373	26,144	16,324	9,820	4,592	2,570	2,022	338	259	79	11,241	9,789	1,452	8,404	632	7,772	52,957	22,941	30,016
		R	39,842	27,057	12,785	25,502	15,955	9,547	4,486	2,523	1,963	293	222	71	9,561	8,357	1,204	7,977	488	7,489	48,943	21,301	27,642
		U	2,473	1,885	588	642	369	273	106	47	59	45	37	8	1,680	1,432	248	427	144	283	4,014	1,640	2,374
1.	District Dadra and Nagar Haveli	T	42,315	28,942	13,373	26,144	16,324	9,820	4,592	2,570	2,022	338	259	79	11,241	9,789	1,452	8,404	632	7,772	52,957	22,941	30,016
		R	39,842	27,057	12,785	25,502	15,955	9,547	4,486	2,523	1,963	293	222	71	9,561	8,357	1,204	7,977	488	7,489	48,943	21,301	27,642
		U	2,473	1,885	588	642	369	273	106	47	59	45	37	8	1,680	1,432	248	427	144	283	4,014	1,640	2,374

P—Stands for Persons M—Stands for Male 5 F—Stands for Females

DISTRICT PRIMARY CENSUS ABSTRACT

Sl. No.	Union Territory/ District/Taluka/ Town	Total Rural Urban	Area in Km²	Number of occupied residential houses	Number of households	Total population (including Institutional and Houseless population)			Scheduled Castes			Scheduled Tribes			Literates		
						P	M	F	P	M	F	P	M	F	P	M	F
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	DADRA & NAGAR HAVELI	Total	491.0*	19,183	19,428	1,03,676	52,515	51,161	2,041	957	1,084	81,714	40,486	41,228	27,655	19,072	8,583
		Rural	484.3	17,900	18,123	96,762	48,846	47,916	1,818	843	975	78,928	39,064	39,864	23,910	16,764	7,146
		Urban	6.7	1,283	1,305	6,914	3,669	3,245	223	114	109	2,786	1,422	1,364	3,745	2,308	1,437
1.	District Dadra & Nagar Haveli	Total	491.0	19,183	19,428	1,03,676	52,515	51,161	2,041	957	1,084	81,714	40,486	41,228	27,655	19,072	8,583
		Rural	484.3	17,900	18,123	96,762	48,846	47,916	1,818	843	975	78,928	39,064	39,864	23,910	16,764	7,146
		Urban	6.7	1,283	1,305	6,914	3,669	3,245	223	114	109	2,786	1,422	1,364	3,745	2,308	1,437
1.	Dadra & Nagar Haveli Taluka	Total	491.0	19,183	19,428	1,03,676	52,515	51,161	2,041	957	1,084	81,714	40,486	41,228	27,655	19,072	8,583
		Rural	484.3	17,900	18,123	96,762	48,846	47,916	1,818	843	975	78,928	39,064	39,864	23,910	16,764	7,146
		Urban	6.7	1,283	1,305	6,914	3,669	3,245	223	114	109	2,786	1,422	1,364	3,745	2,308	1,437
	Silvassa (C.T.)	. Urban	6.65	1,283	1,305	6,914	3,669	3,245	223	114	109	2,786	1,422	1,364	3,745	2,308	1,437

Sl. No.	Union Territory/ District/Taluka/ Town	Total Rural Urban	Main Wokers												Marginal Workers			Non-workers		
			Total Main workers (I—IX)			Cultivators (I)			Agricultural Labourers (II)			Household Industry Manufacturing, Processing, Servicing & Repairs (V(a))			Other workers (III, IV V(b)&VI to IX)								
			P	M	F	P	M	F	P	M	F	P	M	F	P	M	F	P	M	F	P	M	F
1	2	3	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39
	DADRA & NAGAR HAVELI	Total	42,315	28,942	13,373	26,144	16,324	9,820	4,592	2,570	2,022	338	259	79	11,241	9,789	1,452	8,404	632	7,772	52,957	22,941	30,016
		Rural	39,842	27,057	12,785	25,502	15,955	9,547	4,486	2,523	1,963	293	222	71	9,561	8,357	1,204	7,977	488	7,489	48,943	21,301	27,642
		Urban	2,473	1,885	588	642	369	273	106	47	59	45	37	8	1,680	1,432	248	427	144	283	4,014	1,640	2,374
1.	District Dadra & Nagar Haveli	Total	42,315	28,942	13,373	26,144	16,324	9,820	4,592	2,570	2,022	338	259	79	11,241	9,789	1,452	8,404	632	7,772	52,957	22,941	30,016
		Rural	39,842	27,057	12,785	25,502	15,955	9,547	4,486	2,523	1,963	293	222	71	9,561	8,357	1,204	7,977	488	7,489	48,943	21,301	27,642
		Urban	2,473	1,885	588	642	369	273	106	47	59	45	37	8	1,680	1,432	248	427	144	283	4,014	1,640	2,374
1.	Dadra & Nagar Haveli Taluka	Total	42,315	28,942	13,373	26,144	16,324	9,820	4,592	2,570	2,022	338	259	79	11,241	9,789	1,452	8,404	632	7,772	52,957	22,941	30,016
		Rural	39,842	27,057	12,785	25,502	15,955	9,547	4,486	2,523	1,963	293	222	71	9,561	8,357	1,204	7,977	488	7,489	48,943	21,301	27,642
		Urban	2,473	1,885	588	642	369	273	106	47	59	45	37	8	1,680	1,432	248	427	144	283	4,014	1,640	2,374
	Silvassa (C.T.)	. Urban	2,473	1,885	588	642	369	273	106	47	59	45	37	8	1,680	1,432	248	427	144	283	4,014	1,640	2,374

NOTE :—* These represent provisional "geographical area" figures as supplied by the Surveyor General India. Figure for Urban area is supplied by the Administration of Dadra & Nagar Haveli.

2. C. T. stands for Census Town.

3. P—Stands for Persons M—Stands for Male and F—Stands for female.

PRIMARY CENSUS ABSTRACT FOR SCHEDULED CASTES AND SCHEDULED TRIBES

FLY-LEAF

A special Primary Census Abstract (PCA) for Scheduled Castes and Scheduled Tribes on the line of the general PCA is prepared for the first time in the 1981 Census. This table runs into 31 columns and presents data in respect of the number of households, population, literates, main workers further classified by four broad industrial categories viz. cultivators, agricultural labourers, workers in household industries and other workers, marginal workers and non-workers by persons, males and females, for the district/taluka/town of the Union Territory of Dadra & Nagar Haveli.

Definitions of Scheduled Castes/Scheduled Tribes and the different categories of workers are given in the general note of this report. This is an important table which presents the socio-economic characteristics of the Scheduled Castes/Scheduled Tribes population which may help the planners in formulating the various developmental schemes for the weaker sections of this territory.

PRIMARY CENSUS ABSTRACTS FOR SCHEDULED CASTES

Sl. No.	Union Territory/ District/Taluka/ Town	Total Rural Urban	Number of house-holds with SC members	Total Scheduled Castes Population			Literates			Total main Workers (I-IX)			Main Workers		
													Cultivators (I)		
				P	M	F	P	M	F	P	M	F	P	M	F
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	DADRA & NAGAR HAVELI	Total	361	2,041	957	1,084	1,045	560	485	537	431	106	159	84	75
		Rural	319	1,818	843	975	954	517	437	490	386	104	159	84	75
		Urban	42	223	114	109	91	43	48	47	45	2	..	..	..
1	District Dadra & Nagar Haveli.	Total	361	2,041	957	1,084	1,045	560	485	537	431	106	159	84	75
		Rural	319	1,818	843	975	954	517	437	490	386	104	159	84	75
		Urban	42	223	114	109	91	43	48	47	45	2	..	..	..
1	Dadra & Nagar Haveli Taluka	Total	361	2,041	957	1,084	1,045	560	485	537	431	106	159	84	75
		Rural	319	1,818	843	975	954	517	437	490	386	104	159	84	75
		Urban	42	223	114	109	91	43	48	47	45	2	..	..	..
	Silvassa (C.T.)	Urban	42	223	114	109	91	43	48	47	45	2	..	..	..

Sl. No.	Union Territory/ District/Taluka/ Town	Total Rural Urban	Main Workers									Marginal Workers			Non-Workers		
			Agricultural Labourers (II)			Household Industry, Manufacturing, Processing, Servicing & Repairs (V(a))			Other Workers (III, IV, V(b) and VI to IX)								
			P	M	F	P	M	F	P	M	F	P	M	F	P	M	F
1	2	3	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	DADRA & NAGAR HAVELI	Total	35	28	7	37	31	6	306	288	18	316	26	290	1,188	500	688
		Rural	35	28	7	36	30	6	260	244	16	265	8	257	1,063	449	614
		Urban	..	..	..	1	1	..	46	44	2	51	18	33	125	51	74
1	District Dadra & Nagar Haveli	Total	35	28	7	37	31	6	306	288	18	316	26	290	1,188	500	688
		Rural	35	28	7	36	30	6	260	244	16	265	8	257	1,063	449	614
		Urban	..	..	..	1	1	..	46	44	2	51	18	33	125	51	74
1	Dadra & Nagar Haveli Taluka	Total	35	28	7	37	31	6	306	288	18	316	26	290	1,188	500	688
		Rural	35	28	7	36	30	6	260	244	16	265	8	257	1,063	449	614
		Urban	..	..	..	1	1	..	46	44	2	51	18	33	125	51	74
	Silvassa (C.T.)	Urban	..	..	..	1	1	..	46	44	2	51	18	33	125	51	74

P—Stands for Persons, M—Stands for Male and F—Stands for female.

PRIMARY CENSUS ABSTRACT FOR SCHEDULED TRIBES

Sl. No.	Union Territory/ District/Taluka/ Town	Total Rural Urban	Number of house-holds with ST Members	Total Scheduled Tribes Population			Literates			Total Main Workers (I—IX)			Main Workers		
													Cultivators (I)		
				P	M	F	P	M	F	P	M	F	P	M	F
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	DADRA & NAGAR HAVELI	Total	14,619	81,714	40,486	41,228	13,779	10,309	3,470	34,246	21,973	12,273	25,031	15,437	9,594
		Rural	14,113	78,928	39,064	39,864	12,878	9,671	3,207	33,138	21,242	11,896	24,435	15,107	9,328
		Urban	506	2,786	1,422	1,364	901	638	263	1,108	731	377	596	330	266
1	District Dadra & Nagar Haveli	Total	14,619	81,714	40,486	41,228	13,779	10,309	3,470	34,246	21,973	12,273	25,031	15,437	9,594
		Rural	14,113	78,928	39,064	39,864	12,878	9,671	3,207	33,138	21,242	11,896	24,435	15,107	9,328
		Urban	506	2,786	1,422	1,364	901	638	263	1,108	731	377	596	330	266
1	Dadra & Nagar Haveli Taluka	Total	14,619	81,714	40,486	41,228	13,779	10,309	3,470	34,246	21,973	12,273	25,031	15,437	9,594
		Rural	14,113	78,928	39,064	39,864	12,878	9,671	3,207	33,138	21,242	11,896	24,435	15,107	9,328
		Urban	506	2,786	1,422	1,364	901	638	263	1,108	731	377	596	330	266
	Silvassa (C.T.) .	Urban	506	2,786	1,422	1,364	901	638	263	1,108	731	377	596	330	266

Sl. No.	Union Territory/ District/Taluka/ Town	Total Rural Urban	Main Workers									Marginal Workers			Non-Workers		
			Agricultural Labourers (II)			Household Industry, Manufacturing, Processing, Servicing & Repairs, (V(a)).			Other workers (III, IV, V(b) and VI to IX)								
			P	M	F	P	M	F	P	M	F	P	M	F	P	M	F
1	2	3	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	DADRA & NAGAR HAVELI	Total	4,398	2,431	1,967	63	55	8	4,754	4,050	704	7,551	524	7,027	39,917	17,989	21,928
		Rural	4,319	2,400	1,919	61	53	8	4,323	3,682	641	7,245	421	6,824	38,545	17,401	21,144
		Urban	79	31	48	2	2	..	431	368	63	306	103	203	1,372	588	784
1	District Dadra & Nagar Haveli	Total	4,398	2,431	1,967	63	55	8	4,754	4,050	704	7,551	524	7,027	39,917	17,989	21,928
		Rural	4,319	2,400	1,919	61	53	8	4,323	3,682	641	7,245	421	6,824	38,545	17,401	21,144
		Urban	79	31	48	2	2	..	431	368	63	306	103	203	1,372	588	784
1	Dadra & Nagar Haveli Taluka.	Total	4,398	2,431	1,967	63	55	8	4,754	4,050	704	7,551	524	7,027	39,917	17,989	21,928
		Rural	4,319	2,400	1,919	61	53	8	4,323	3,682	641	7,245	421	6,824	38,545	17,401	21,144
		Urban	79	31	48	2	2	..	431	368	63	306	103	203	1,372	588	784
	Silvassa (C.T.) .	Urban	79	31	48	2	2	..	431	368	63	306	103	203	1,372	588	784

P—Stands for Persons, M—Stands for Males and F—Stands for Females.

UNION POPULATION TOTALS—1981

India/State/Union Territory	Total Rural Urban	Total Population (Persons)
1	2	3
*INDIA@.	Total	685,184,692
	Rural	525,457,335
	Urban	159,727,357
State		
1. Andhra Pradesh . . .	Total	53,549,673
	Rural	41,062,097
	Urban	12,487,576
2. Assam†	Total	19,896,843
	Rural	17,849,657
	Urban	2,047,186
3. Bihar	Total	69,914,734
	Rural	61,195,744
	Urban	8,718,990
4. Gujarat	Total	34,085,799
	Rural	23,484,146
	Urban	10,601,653
5. Haryana	Total	12,922,618
	Rural	10,095,231
	Urban	2,827,387
6. Himachal Pradesh . . .	Total	4,280,818
	Rural	3,954,847
	Urban	325,971
7. Jammu & Kashmir@. . .	Total	5,987,389
	Rural	4,726,986
	Urban	1,260,403
8. Karnataka	Total	37,135,714
	Rural	26,406,108
	Urban	10,729,606
9. Kerala	Rotal	25,453,680
	Rural	20,682,405
	Urban	4,771,275
10. Madhya Pradesh . . .	Total	52,178,844
	Rural	41,592,385
	Urban	10,586,459
11. Maharashtra	Total	62,784,171
	Rural	40,790,577
	Urban	21,993,594
12. Manipur	Total	1,420,953
	Rural	1,045,493
	Urban	375,460
13. Meghalaya	Total	1,335,819
	Rural	1,094,486
	Urban	241,333
14. Nagaland	Total	774,930
	Rural	654,696
	Urban	120,234
15. Orissa	Total	26,370,271
	Rural	23,259,984
	Urban	3,110,287
16. Punjab	Total	16,788,915
	Rural	12,141,158
	Urban	4,647,757
17. Rajasthan	Total	34,261,862
	Rural	27,051,354
	Urban	7,210,508
18. Sikkim	Total	316,385
	Rural	265,301
	Urban	51,084
19. Tamil Nadu	Total	48,408,077
	Rural	32,456,202
	Urban	15,951,875
20. Tripura	Total	2,053,058
	Rural	1,827,490
	Urban	225,568
21. Uttar Pradesh	Total	110,862,013
	Rural	90,962,898
	Urban	19,899,115

* Includes projected figures of Assam where census could not be held owing to disturbed conditions there.

† Projected figures for 1981.

@The population figures exclude population of area under unlawful occupation of Pakistan and China where census could not be taken.

UNION POPULATION TOTAL—1981

India/State/Union Territory	Total Rural Urban	Total Population (Persons)
1	2	3
22. West Bengal	Total	54,580,647
	Rural	40,133,926
	Urban	14,446,721
Union Territories		
1. Andaman & Nicobar Islands	Total	188,741
	Rural	139,107
	Urban	49,634
2. Arunachal Pradesh	Total	631,839
	Rural	590,411
	Urban	41,428
3. Chandigarh	Total	451,610
	Rural	28,769
	Urban	422,841
4. Dadra & Nagar Haveli	Total	103,676
	Rural	96,762
	Urban	6,914
5. Delhi	Total	6,220,406
	Rural	452,206
	Urban	5,768,200
6. Goa, Daman & Diu	Total	1,086,730
	Rural	734,922
	Urban	351,808
7. Lakshadweep	Total	40,249
	Rural	21,620
	Urban	18,629
8. Mizoram	Total	493,757
	Rural	371,943
	Urban	121,814
9. Pondicherry	Total	604,471
	Rural	288,424
	Urban	316,047

GIPN—S1—214 Census Goa/83—13-3-84—1000

ERRATA

Page Number	Particulars	Table Number	Col. Number	For	Read
1	2	3	4	5	6
2	Permanent Housenumbering Scheme, 3rd line	—	—	Diffiicent	Deficient
2	Location Code Number 3rd para, 11th line	—	—	(Silvsaesa)	(Silvassa)
3	The Houselist, 2nd para, 13th Line . .	—	—	Handicaped	Handicapped
8	Tabulation, 1st para 21st and 22nd Lines .	—	—	Schuled Castes Scheuled Tribes	Scheduled Castes Scheduled Tribes.
9	Part XI	—	—	Ethnographic Notes and Special Studies on Schedeuled Castes and Schduled Tribes	Ethnographic Notes and Special Studies on Scheduled Castes and Scheduled Tribes.
15	The Census House and Household, 3rd para 9th Line.	—	—	A conical-shaped, but	A conical shaped hut.
22	Sex Ratio 2nd para 11th Line . . .	—	—	favourved	favoured
47	Q. 2: Religion of the head of household 22nd para, 11th Line	—	—	Budhists	Buddhists

LIST OF AGENTS FOR THE SALE OF GOVT. OF INDIA PUBLICATIONS AS ON 22-4-82

Station	Sl. No.	Name of the party	Cat. of Agents
AGRA	1	S/s. Banwari Lal Jain Publishers, Moti Katra.	(Reg.)
	2	Sumit Law Agency, 30,97, Pipal Mandi.	(Rest.)
	3	Agarwal Law Co., 8,121, Hing Ki Mandi.	(Rest.)
AHMEDABAD	4	Chandra Kant Chiman Lal Vora, (Reg.) 57-2 Gandhi Road, E.B. No. 163.	
	5	New Order Book Co., Gandhi Road Eillis Bridge.	(Reg.)
	6	Kunal Subscription Agency, Mina Park Society, Nava Wadaj	(Reg.)
	7	Gujarat Law House, Near Municipal Swimming Bath Bhadra.	(Rest.)
	8	Mahajan Bros. Super Market Basemen Ashram Road, Navrangpura.	(Reg.)
	9	Himenshu Book Co. 10 Mission Market. Near Gujarat College.	(Rest.)
	10	Academic Book Centre, 10, Walkes war Society, Polytechinque	(Rest.)
	11	Educational Booksellers Gandhi Road.	(Reg.)
	12	Lawyers Credit & Supply Coop. Society Std. City Court Compound, Bhadra.	(Rest.)
	13	Indian Law House, 252 1st Floor Kashipura, outside Raipur Gate.	(Rest.)
	13A	Roshan Ranjit Brothers, 371/7 Baba Ayaram Road.	(Rest.)
AHMEDNAGAR	14	V. P. Jorewekar Prop. Rama General Stores, Navi Path.	(Rest.)
AJMER	15	Book Land, 663, Madar Gate	(Reg.)
ALLAHABAD	16	University Book Agency 15-B, Elgin Raod.	(Reg.)
	17	Kitabistan, 30, Chak Road .	(Reg.)
	18	Law Book Co., Sardar Patel Marg P. B.	(Reg.)
	19	Ram Narain Lal Beni Prasad, 2 Katra, Road.	(Reg.)
	20	Universal Book Co., 20 M.G. Road.	(Reg.)
	21	A. H. Wheeler & Co., Private Ltd. City Book Shop.	(Rest.)
	22	New Book House, 32, Tashkant Road.	(Reg.)
	23	Universal Book Shop M. G. Road.	(Reg.)
	24	Law Publisher, Sardar Patel Marg, P. B. No. 77	(Reg.)
AMBALA CANTT.	25	English Book Depot . .	(Reg.)
AMRITSAR .	26	Law Book Agency, GT Road Putlirgarh.	(Reg.)
	27	The Book Lovers, Retreat Hall Bazar.	(Reg.)
ANAND .	28	Vijaya Magazine Agency, Station Road.	(Rest.)
ANANTPUR .	29	Shri Vani Stores, Kamala Nagar	(Rest.)
AIZAWAL .	30	Modern Book Stall, Hospital Road Bora Bazar.	(Rest.)
BALLABGARH	31	Om Trade Well Unchagaon Gate.	(Reg.)
BANGALORE .	32	International Book House (P) Ltd., 4 M. G. Road.	(Reg.)
	33	S. S. Book Emporium 118, Mount Joy Road, Hanumant Nagar.	(Reg.)
	34	Standard Book Depot, Avenue Road.	(Reg.)
	35	Vichara Sahitya Ltd. Balapet .	(Reg.)
	36	Coming Man, Residency Road	(Rest.)
	37	Bhagyalakashmi Stores, 5 24, Shrinagar Main Road, Barashankari.	(Rest.) (Rest.)
BANSDROM .	38	Current Books & Periodicals Agencies, C Block No. 25	(Rest.)
BARELLY .	39	Pathak Pustak Bhawan, Ram Narian Park.	(Reg.)
	40	Ashok Book Depot, Bara Bazar	(Rest.)
BHAGALPUR	41	Paper & Stationery Stores, D. M. Singh Road, Bhagalpur.	(Reg.)
BARODA .	42	New Medical Book House, 540 Madan Zampa Road.	(Reg.)
	43	Baroda Productivity Council (Book Division) Productivity Road.	(Rest.)
	44	Hamdip Agencies, Maden Zampa Road.	(Rest.)
BHOPAL .	45	Iyall Book Depot, Moh. Din Budlding Sultania Road.	(Reg.)
BHUBANESHWAR	46	The Modern Book Depot Unit, 111, Stational Square.	(Reg.)
	47	Vani Vikash, B-1, Saheed Nagar	(Rest.)
BHAV NAGAR	48	Shah Parshotam Das Gigabhai, M. G. Road.	(Rest.)
BHOLPUR	49	Bholpur Pustakalaya, Rabindra Sarani.	(Rest.)
BIJAIPUR .	50	Shah D. V. Deshpande Prop. Vinod Book Depot, Near Sherabhethe Chowk.	(Rest.)
	51	Ajay Law Agency, Hospital Chowk (Best Chopra) Bagwan Bazar.	(Rest.)

Station	Sl. No.	Name of the party	Cat. of Agents
BOMBAY .	52	Charlos Lambert & Coy. 101 M. G. Road P.B. 1032.	(Reg.)
	53	Current Book House, Maruti Lane Raghunath Dadaji Street.	(Reg.)
	54	Current Technical Literature Co. Pvt. Ltd., India House, 1st Floor, Opp. G.P.O.	(Reg.)
	55	C. Jamnadas & Co., Bookseller 146 C, Princes Street.	(Reg.)
	56	International Book House, Ltd. Indian Mercantile Mission (Extension) Madame Cama Road.	(Reg.)
	57	Kothari Book Depot., Acharya Dande Marg Parli.	(Reg.)
	58	Lakhani Book Depot., Girgaum	(Reg.)
	59	N. M. Tripathi Pvt. Ltd. Princes Street.	(Reg.)
	60	Lok Vang Maya Griha Pvt. Ltd. 190/B Khetwadi Main Road.	(Reg.)
	61	World Literature Pyara Singh Chug House, Lal Bhadur Shastri Marg, Bhandup.	(Rest.)
	62	M & J Services, 2-A Mohan Kunj, 68 Jyoteba Fule Road Dadar.w	(Reg.)
	63	Popular Book Dept, Dr. Bhadkamkar Road.	(Reg.)
	64	Sunder Das Gian Chand/601 Girgaum Road, Near Princess Street.	(Reg.)
	65	Thacker & Co. Rampart Row	(Reg.)
	66	All India Book Supply Co., Kalbadevi Road.	(Reg.)
	67	Usha Book Depot., 585/A Chira Bazar.	(Reg.)
	68	Dhan Lal Bros., 5 Ghandhi Road.	(Reg.)
	69	Bhayani Book Depot, 150 Princess Street.	(Reg.)
	70	Shree Agency 6, Harish 72-D Dixet Road Vile Parle.	(Reg.)
	71	Universal Book Depot Corporation, 546 Jar Mahal, Dhobi Talao.	(Reg.)
	72	Subscribers Subscription Services India, 190 Pazar Gate Street.	(Rest.)
	73	C. Shanti Lal & Co. 86 Princess Street.	(Reg.)
	74	Creative Books and Periodicals Pvt. Ltd , 17, Police Court Lane.	(Reg.)
	75	A. K. Agencies L2/15 Luxmi Raman Society, Bangur Ngr.	(Reg.)
	76	Jaina Book Agency (India) 649A Goragaon Road, Dhoabi Talao.	(Reg.)
	77	Giri Trading Agency, Bhandarkar Road, Matunga.	(Rest.)
	78	BombayLaw House, 76Madows Street.	(Rest)
	79	K. K. Bhuyneshwar. 42 Paria Narwan Street.	(Rest.)
	80	Executive Book Service. 74 Princess Street.	(Rest.)
	81	G. A. Brothers 50 Princess Street.	(Rest.)
	82	Davendra S. Sharma, Sattan Chawal, R-7 H.F. Society Road, 5th Natwar Nagar Road, Jogeshwari (E).	(Rest.)
	82A.	Nav Bharat Sahitya Mandir, 162-Shamldas Gandhi Marg, Princess Street, Bombay.	(Rest.)
CALCUTTA .	83	Das Gupta & Co. Ltd. 54/2 College Street.	(Reg.)
	84	R. Chambrary & Co. Ltd. Kant House P-33 Mission Row Ext.	(Reg.)
	85	S. K. Lahiri & Co. Ltd. College Street.	(Reg.)
	86	W. Newsman & Co. Ltd. 3 Old Court House Street.	(Reg.)
	87	Mukherjee & Coy P-27B—C.I. T. Road, Scheme M-52.	(Rest.)
	88	K. K. Roy 55 Gariahat Road P. P.B. 10210.	(Rest.)
	89	Manimala, 123 Bow Bazar Street	(Reg.)
	90	Modern Book Deport, 78 Chowringhee Centre.	(Reg.)
	91	New Script 172/3 Rash Behari Avenue.	(Reg.)
	92	Mukherjee Library, 1 Gapi Mahe Datta Lane.	(Rest.)
	93	K.L.M. (P) Ltd. 257 B. B. Ganguly Street.	(Reg.)
	94	Scientific Book Agency, 103 Netaji Subash Road.	(Rest.)
	95	P. D. Updhyay, 16 Munshi Sardaruddin lane.	(Reg.)
	96	G. A. Enterprise 15/1/1 Centre Sinthee Road.	(Reg.)
	97	K. P. Bagchi 286, B. B. Ganguly Street.	(Reg.)
	98	Overseas Publications, 14 Hare Street	(Reg.)
	99	Bogk Corporations, 1 Mangoe Lane	(Reg.)
	100	S.C. Sarkar & Sons Pv . Ltd. Law Publishers & Book Sellers 10 Bankim Chaterjee srteet I 700073.	(Reg.)
	101	Techno Books International, P4 New Howrah Approach Road.	(Rest.)
	102	Bansaniwal Enterprises, 309 Bipin Behari Ganguly Street	(Rest.)
	103	Best Books, IA College Row .	(Rest.)
	104	Lahari & Co. 8/1A, Ashtes Road	(Rest.)
	104A.	Unique Forms Centre, Mangoe Lane	(Rest.)
CHANDIGARH	105	Jain Law Agency Shop No. 5 Sector 22-D.	(Reg.)
	106	Rama News Agency, Book sellers Sector-22.	(Reg.)
	107	Universal Book Store, Sector 17-D.	(Reg.)
	108	English Book Depot No. 34 Sector 22-B.	(Rest.)
	109	Jain General House, Sector No. 70-72(2) Sec 17-D.	(Reg.)
	110	Manik Book Shop, 70-72, 5 Sec. 17D.	(Reg.)
	111	Naveen Book Agency, 80-82 Sec 17-D.	(Rest.)

Station	Sl. No.	Name of the party	Cat. of Agents
	112	Chandigarh Law House, 1002 Sector 22B	(Rest.)
	113	Variety Book Stores, 69, Sector 17-D.	(Rest.)
CUTTACK	114	Manager Cuttack Law Times, Cuttack.	(Reg.)
	115	Books International, Bank Bazar.	(Rest.)
	116	Woodlands' Bangali Sahi	(Rest.)
	117	Legal Reliables, Biswanath Lane.	(Rest.)
COIMBATORE	118	Marry Martin, 9/79 Gokhale Street.	(Reg.)
	119	Continental Agencies 4-A, Sakthi Vihar.	(Rest.)
	120	Radhi Mani Stores, 60-A, Raja Street.	(Rest.
CHIRALA	121	Maha Lakshmi Enterprises, opp. Mohan Theatre.	(Rest.)
DEHRADUN	122	Bishan Singh Mahendra Pal Singh, 318 Chukhuwala.	(Reg.)
	123	Jagal Kishore & Co. 23-C Rajpur Road.	(Reg.)
	124	Natraj Publishers, 52 Rajpur Road.	(Reg.)
	125	International & Book Distributor, 1st floor, 913 Rajpur Road.	(Reg.
DAMOK	126	Ramesh Kumar Agarwalal, 253, Asati ward-2.	(Rest
DELHI	127	Atma Ram & Sons Kashmiri Gate.	(Reg
	128	Bahri Bros· 248 Lajpat Rai Market.	(Reg
	129	Bookwell, 85 Sant Nirankari Colony, P.B. 1565 Delhi-9.	(Reg.)
	130	Dhanwantri Medica & Law Book House, 1522, Lajpat Market.	(Reg.)
	131	Federal Law Depot Kashmiri Gate.	(Reg.)
	132	Indian Army Book Depot 3 Ansari Road, Daryaganj.	(Reg.)
	133	J. M. Jaina & Bros. Mori Gate	(Reg.)
	134	K. L. Sethi, B-55 Shakarpur	(Reg.)
	135	Universal Book & Stationery Co. 16, Netaji Subhash Marg.	(Reg.)
	136	Universal Book Traders, 80, Gokhle Market.	(Reg.)
	137	Young Man & Co. Nai Sarak	(Reg.)
	138	General Book Depot, 161 Nai Sarak.	(Reg.)
	139	Munshi Ram Manohar Lal Oriental Bookseller & Publishers P.B. 1165 Nai Sarak	(Rest.)
	140	Premier Book Co. Nal Sarak	(Reg.)
	141	Moti Lal Banarsi Das Bunglow Road, Jawahar Nagar.	(Reg.)
	142	Sangam Book Depot, Main Market Gupta Colony.	(Reg.)
	143	University Book House, 15 U.B. Bungalow Road, Jawahar nagar.	(Rest.)
	144	Om Law Book House Gokhale Market Civil Court Compound.	(Reg.)
	145	Ashok Book Agency Poorvi Salimar Bagh.	(Reg.)
	146	D. K. Book Organisation 74-D Anand Nagar.	(Reg.)
	147	Hindustan Book Agencies (India) 17 U. B. Jawahar Nagar.	(Rest.)
	148	Eagle Book Service Ganesh Pura.	(Reg.)
	149	Krishna Law House, Tis Hazari.	(Reg.)
	150	Raj Book Agency A-99 Shiv Puri.	(Reg.)
	151	Indian Documentation Service, Anseri Road.	(Rest.)
	152	Standard Bookseller 402 Kercha Bulaji Chandni Chock, Dariba Dariba Kalan.	(Reg.)
	153	Shyam Bros. IX/5134 East Old Salimpur Delhi.	(Reg.)
	154	Capital Law House, Viswas Nagar Shahdara.	(Reg.)
	155	Ekta Book Co. Majlis Park, Adarsh Nagar.	(Regs.)
	156	Commercial House, 1478 Dewan Hali Road (Near Moti Cinema).	(Rest.)
	157	Venus Enterprises Bookseller & Publishers' B2/85 Ashok Vihar, Floor-11.	(Reg.)
	158	Fine Book Service. 10529 Bagichi Purki Subzi Mandi, Delhi	(Reg.)
	159	Texla Law Agency, Gurdwara Marg, Shahdara.	(Rest.)
	160	EMVEE Enterprises, 632 Bhai Parmanad Colony.	(Rest.)
	161	All Indian Educational Supply, Co. Jawahar Nagar.	(Rest).
	162	Roop Rai Bros., 208 Bhai Parmanand Colony.	(Reg.)
	163	Delhi Law House, 77 Gokhale Market.	(Rest.)
	164	Medical House (Regd·) 3656 Qutab Road.	(Rest.)
	165	Sher-e-Punjab Law Book House, 3/8 Kuncha Mir Ashiq, Chawri Bazar.	(Rest.)
	166	Capital Agneicies, Balbir Nagar, Shadara.	(Reg.)
	167	Law Literature House, 2646, Bilimaran.	(Rest.)
	168	Ajanta Book International, 1UB Jawahar Nagar.	(Rest.)
	169	Academy Publishers, 10A Shakar Pur.	(Rest.)
	170	Pustak Jagat, Moti Nagar	(Rest.)
	170-A	Jitendra Book Service, Sita Ram Bazar.	(Rest.)
	170-B	Researches, 1865, Tri Nagar.	(Rest.)
DHANBAD	171	New Skotoch Press, Post Box 26	(Rest.)
	171-A	F. M. Ansari, Hirapur	
DHARBHANGA	172	Sahitya Sagar P. B. 12, P.O. Imhorisarai.	(Rest.)
ERNAKULAM.	173	Pai & Copy, Broadway	(Reg.)
FEROZPUR CANTT.	174	English Book Depot 78, Jhok Road.	(Reg.)

Station	Sl No.	Name of party	Cat. of. Agents
AUHATI	175	United Publishers Pan Bazar Main Road.	(Rest.)
	176	Ashoka Publishing House .	(Rest.)
GAYA .	177	Sahitya Sadan Gautum Budh Marg.	(Reg.)
	178	Book Mans Nagamatia Garriage Sworajpuri Road.	(Rest.)
GOA .	179	Savitri Book Agency, Indira Niwas, Bordem, Bicholim.	(Rest.)
	180	Prabhu Book Service, Nai Zubzi Mani.	(Reg.)
	181	Indian Publication, 2652 Sectors Urban Estate.	(Rest.)
GANDHIDHAM	182	Abdee Agency, T.BZ. 26 .	
GWALIOR	183	Loyal Book Depot, Saraswati Sadan, Patankar Bazar.	(Reg.)
	184	Tatar Bros. Sarafa Bazar, Lashkar.	(Reg.)
	185	Anand Pustak Sadan, Shinde Ke Chhaoni.	(Reg.)
	186	M. C. Daftar Bros. M. B. Jain Sarafa Lashkar.	(Rest.)
	187	Adarsh Pustak Sadan, 5/26, Bhan Ka Bazar.	(Reg.)
	188	A. Gupta Book Agency Anand, Nivas, Falka Bazar,	(Rest.)
HYDERABAD	190	Book Syndicate, Devka Mahal, Opp. Central Bank.	(Reg.)
	191	Labour Law Publications, 873 Sultan Bazar.	(Reg.)
	192	Asia Law House, Opp. High Court.	(Reg.)
	193	Book Links Corporations Marayangoda	(Reg.)
	194	Ratna, 16-11-493 Dilsukh Nagar Colony.	(Rest.)
	195	National Law House, 4-3-714, Ramkute.	(Rest.)
HARDWAR	196	Pandit, Salyeshwara Nand Kailash Chand Pandey, Saraswati.	(Rest.)
	197	Rudrakash Mala Pustakalaya, Bara Bazar,	(Rest.)
HATHRAS	198	Jain Book Depot, Rohtak Wala Nohara Agra Road .	(Rest.)
INDORE .	199	Modern Book House, Shiv Vilas Palace.	(Reg.)
	200	Surya Kant Dinesh Kant, Swaroop Sahitya Sadan, 213, Khajuri, Bazar, M. G. Road.	(Rest.)
IMPHAL .	201	P. C. Jain Co. Imphal, Manipur	(Rest.)
JAIPUR .	202	Bharat Law House, Booksellers & Publiserhes. Opp. Press Prakash Cinema.	(Reg.)
	203	Kishore Book Depot, Sardar Patel Marg.	(Reg.)
	204	Pitaliya Pustak Bhandar, Mishra Rajaji-ka-Rasta.	(Reg.)
JAMSHEDPUR	205	Gupta Stores Dhatkidith .	(Reg.)

Station	Sr. No.	Name of the Party	Cat. of Agent
JAMNAGAR	206	Swadeshi Vastu Bhandar Ratnabai Masjid Road.	(Reg.)
	206-A	Scientific & Technical Literature Co. Tin Batto.	(Rest.)
JODHPUR	207	Dwarka Das Rathi, Wholesale Books, Cinema and News Agents, Outia Sujatigarh.	(Reg.)
	208	Rajasthan Law House, High Court Road.	(Rest.)
	209	Kanpoon Prakashak, Opp. Gurudwara, Anand Cinema, Road.	(Reg.)
	210	United Book Traders, Opp. Police Lane.	(Res .)
JABALPUR	211	Modern Book House, 286 Jawaharganj.	(Reg.)
	212	Paras Book, 129 Cantt. .	(Reg.)
JHANSI .	213	Universal Law House, Manik Chowk.	(Rest.)
JAMMU .	214	Heldia Publishers, 128-A Gandhi Nagar.	(Rest.)
JHUNJHUNU.	215	Shashi Kumar Sharat Chander, Jhun Jhunu.	(Reg.)
JULLUNDER CITY	216	Law Book Depot Adda Basti, G. T. Road.	(Rest.)
KAKINADA	216-A	N. Venkateshwar Rao Mangapathy Agencies.	(Rest.)
KANPUR	217	Advani & Co. P. Box 100 The Mall.	(Reg.)
	218	Sahitya Niketan, Sharadahanand Park.	(Reg.)
	219	Universal Book Stall, The Mall.	(Reg.)
	220	Law Book Emporium 16/60 Civil Lines.	(Reg.)
	221	Pustak Bhawan, 40/69 Paredi.	(Rest.)
KARAIKALA	221-A	Salvi Sotre House, 185-88, Thirunallar Road.	(Rest.)
KUMTA .	222	S. V. Kamat, Kumta . .	(Reg.)
KURSEONG	223	Ashoka Bros. 69 Hill Cart Road Cart Road P. O. Kurseong.	(Rest.)
KOTTAYAM	224	Law India Book Sellers & Publishers.	(Rest.)
KESHTWAR	225	Wazir Book Dept. (J & K) .	(Rest.)
LUCKNOW	226	Balkrishna Book Co. B-12, A Nirala Nagar.	(Reg.)
	227	British Book Depot, 84, Hazaratganj.	(Reg.)
	228	Eastern Book Co. 24 Lalbagh Road.	(Reg.)
	229	Ram Advani Hazaratganj, P.B. 154.	(Reg.)
	230	S. Kumar and Associates, Guru Govind Singh Marg.	(Reg.)
	231	Aquirium Supply Co. C-14, Vivekanandpuri.	(Rest.)
	232	Law Book Academy, 195, Rajendra Nagar.	(Rest.)
LUDHIANA	233	Layall Book Depot, Chawra Bazar.	(Reg.)

Station	Sl. No.	Name of the Parry	Cat. of Agents
	234	Moihindra Bros. Kachori Road	(Rest.)
	235	Nanda Stationery Bhandar, Pustak Bazar.	(Reg.)
MADRAS	236	C. Subha Chetty & Co. 62, Big Street, Tripalicane.	(Reg.)
	237	P. Vardhachary & Co. 8, Linghi Chetty St.	(Reg.)
	238	C. Sitaraman & Co., 33, Royapettech High Road.	(Reg.)
	239	Madras Book Agency, 42 Tirumangalam Road.	(Reg.)
	240	Swamy Publishers P. B. No. 2368	(Rest.)
	241	Sangam Publishers, 11 S.S. Street	(Reg.)
	242	G. Somasundaram, 44 Areat Road, Vadapalain.	(Rest.)
	243	Giri Trading Agency, 10 Sannadhi Street, Mylapore.	(Rest.)
	244	M. M. Subscription Agencies, Har ngton Road	(Rest.)
	245	Hira & Hema (Book Sellers), Housing Board Colony Thiruvanmiyur P.O.	(Rest.)
	246	Les Lives, 710 T. H. Road	(Rest.)
MEERUT.	247	Loyal Book Depot, Near Govt. College.	(Reg.)
	248	Angira Library, 51 Victoria Park Octroi.	(Rest.)
	248-A	Bharat Education Store, Chippi Road.	(Reg.)
MORADABAD	249	Rama Book Depot Station Road.	(Rest.)
	250	Ragini Law Agency, Shyamkirti Pirghaib.	
MHOW CANTT	251	Oxford Book Depot Main Street.	(Rest.)
	252	A. N. Gupta Railway Book Stall Railway Station.	(Rest.)
MUSSOURI	253	Hind Traders, Ramanand Shop, Deodhar Road.	(Rest.)
MYSORE	254	People Book House, Opp. Jagan Mohan Place.	(Reg.)
	255	Geeta Book House, New State Circle.	(Reg.)
NAINITAL	256	Council Book Depot, Bara Bazar	(Reg.)
NAGPUR	257	Western-Book Depot, Residency Road.	
	258	Tribal Research Centre, Block, No. 11, Surajbali Road Sadar.	(Rest.)
NADIAD	259	R. S. Desna Station Road	(Rest.)
NANDED	259-A	Chaware Yeshwant Rao Gyannobarao, Knowlege Book Agency, Shivaji Nagar.	(Rest.)
NASIK	260	G. K. Bros. Main Road	(Reg.)
NEW DELHI	261	Atlantic Publishers and Distributors B-2, Vishal Enclave New Delhi-27.	(Reg.)
	262	Amrit Book Co. Connought Circus.	(Reg.)
	263	Aparana Enterprises, New Delhi	(Rest.)
	264	Central News Agency, 23/90, Connought Circus.	(Reg.)
	265	English Book Stores, 7-2, Cannought Circus.	(Reg.)
	266	Jain Book Agnency C/o Prem House, Cannought Circus.	(Reg.)
	267	Jyana Book Depot, Karol Bagh	(Reg.)
	268	Lakshmi Book Store, 27, Janpath P. O. Box 558.	(Reg.)
	269	Mehra Bros. 50-G Kalkaji	(Reg.)
	270	Navyug Traders Desh Bandhu Gupta Road, Dev Nagar.	(Reg.)
	271	Oxford Book & Stationery Co. Scindia House.	(Reg.)
	272	People Publishing House (P) Ltd. Rani Jhasni Road.	(Reg.)
	273	Rama Krishna & Sons (Lahore) 16/B Cannought Place.	(Reg.)
	274	R. K. Publishers 23, Beadanupur Karol Bagh.	(Reg.)
	275	International Book House, Nehru Place.	(Rest.)
	276	Ravindra Book Agency 30-C Amar Colon Market., Lajpat Nagar	(Reg.)
	277	Hind Book House, 82 Janpath	(Reg.)
	278	Sat Narain & Sons, 40-A NDMC Market, Babar Road.	(Reg.)
	279	Delhi Book Co., M/12 Connought Circus.	(Rest.)
	280	Navrang P. B. 7, Indrapuri	(Rest.)
	281	Books India Corporation, New Rohtak Road.	(Reg.)
	282	Glob Publishers, C-33 Nizamuddin East.	(Rest.)
	283	Scientific Instruments, Stores, A-355, New Rajinder Nagar.	(Reg.)
	284	Jain Bros, East Park Road, Karol Bagh.	(Rest)
	285	Jain Map & Book Agency, Karol Bagh.	(Reg.)
	286	Eastern Book Enterprises, 1274/3 Hari Singh Nalwa Street, Karol Bagh.	(Rest.)
	287	The Macmillion Copp India, Ltd., Ansari Road.	(Rest.)
	288	Star Publication Pvt. Ltd., 4/5-B Asaf Ali Road.	(Rest.)
	289	Grover Book & Stationery Co. 58-Nehru Place Shop No.109 New Delhi.	(Reg).
	290	Modern Book Centre, H-39 Green Park.	(Reg.)
	291	Stirling Publishers (P) Ltd. Safdarjung Enclave.	(Rest.)
	292	Goldern Book Centre, Bank Street, Karol Bagh.	(Rest.)
	293	Harjeet & Co., Chuna Mandi, Pahar Ganj.	(Rest.)
	294	UBS Publishers, 5 Ansari Road	(Rest.)
	295	Deepi Publications, 154-B Savitri Nagar.	(Rest.)
	296	Minakshi International Publications, G-6/4 Malviya Nagar.	(Rest.)
	297	Sandeep Pustak Bhandar, Rajouri Garden.	(Rest.)
	298	Print India, 11 Darya Ganj	(Reg.)
	299	National Literature Palace, WZ 230 Ram Chowk Palam Enclave.	(Reg.)

Station	Sl. No.	Name of the Party	Cat. of Agent
	300	Kamal & Co. 302, Gautam Nagar	(Rest.)
	301	S. Chand & Co. Ltd., P.O. Box No. 5733 Ram Nagar.	(Reg.)
	302	Need Parkashan, D-50, South Extension (NDSC) Part I.	(Rest.)
	303	Satish Book Depot, 51/12 New Market, Karol Bagh.	(Rest.)
	304	Mohan Law House, G-6/7 Malviya Nagar.	(Rest.)
	304	Mohan Law House, G-6/7 Malviya Nagar.	(Rest.)
	305	Mahajan Book Agency, Nagal Raya.	(Reg.)
	306	Rajendra Book Agency, Old III/D-50 Double Storey, Lajpat Nagar.	(Rest.)
	307	Eagle Book Serrice, F-195 Mansarover Garden.	(Reg.)
	308	Suneja Book Centre. Connaught Circus.	(Reg.)
	309	Lakshmi Book Store, Janpath	(Reg.)
	309-A	Metropolitan Book Co., 1 Netaji Subhas Marg.	(Reg.)
	309-B	Progrersive Book Depor, Pahar	(Rest.)
	309-C	Space Age, 1st, B/186, Lajpat Nagar.	(Rest.)
	309-D	Kamal Publications, 33 Bhagat Singh Market, Malviya Nagar	(Rest.)
PALI . .	310	Om Prakash Sunil Kumar, Sarafa Bazar.	(Rest.)
PATNA . .	311	J. N. P. Aggarwala & Co. Padri Ki Haveli.	(Reg.)
	312	Vibhagiya Prakashan Vikri Kendra Atethe Karyalaya, Nava Sachiwalaya.	(Reg.)
	313	Lakshmi Trading Co. Padri Ki-Haveli Patna.	(Reg.)
PONDICHERRY	314	Jagan Nath Pandit & Sons, Arfabad Colony, P. O. Gulzarbagh.	(Rest.)
	315	Puthaghalam, 142, Gandhi Road	(Rest.)
	315-A	Honest Book House, 9 Rua Duplix.	(Rest.)
POONA . .	316	Saraswat, 1321/1, J. M. Road, Opp. Modern High School.	(Reg.)
	317	International Book Service, Deccan Ghym Khama.	(Reg.)
	318	Raka Book Agency Opp. Nathers Chawal Near Appa Balwant Chowk.	(Reg.)
	319	Verma Book Centre, 649 Naraya Path.	(Rest.)
	320	Popular Book House, 75 Deccon GhymKhana.	(Rest.
	321	Dastane Ramchandra & Co. 456, Raviwar Path, Phadke Hand Chowk.	(Rest.)
PUDDUKATA .	322	Meenkashi Pathippagam 4142, East Main Street.	(Rest.)
	323	P. N. Swaminathan & co., Bazar Street.	
RAJKOT . .	324	Vinay Book Depot Opp. Health Visitors School, Bank of India Building.	(Reg.)
	325	Mohan Lal Dossabhai, State Bank of India Building.	(Reg.)

Station	Ser. No.	Name of Party	Cat. of Agent
RAIPUR . .	326	Central Book House, Sadar Bazar.	(Rest.)
RANCHI . .	327	Crown Book Depot, Uppar Bazar.	(Reg.)
RAJGANGPUR	328	Crown Tire & Equipment Co. Block No. 1. Qr. No. 30 O. E. Colony.	(Rest.)
ROBERTSON-PET	329	Eswari Book Centre, 11 & 12 R. K. Market (KGF 563122).	(Rest.)
ROHTAK .	330	Manthan Publiacations, B-111/1629 Para Mohalla.	(Rest.)
SANGRUR .	331	Gandhi Marg Darshan Pustakalay.	(Reg.)
SECONDRA-..BAD	332	Amarpurna Industries 1-3-14 Kalasegada.	(Rest.)
SIMLA . .	333	Minerva Book House, the Mall	(Rest.)
SIKKAM .	333-A	Rachna Development Area, Gangtok.	(Rest.)
SIVAKASI .	334	Ganesh Stores South, Car Street	(Rest.)
SOLAN . .	335	Jain Magazine Agency Rajgarh Road.	(Rest.)
SURAT . .	336	Shri Gajanan Pustakalaya, Tower Road.	(Reg.)
	337	Raghuwanshi Law House Near Nan Pura Gate.	(Rest.)
SOLAPUR .	338	Gazanan Book Store, Main Road.	(Rest.)
SAHARANPUR	339	Chandra Bharata Pustak Bhandar, Court Road.	(Rest.)
SIWAN . .	340	Pandit Tarachand Jyotishi Varanasi Jyotish Bhawan.	(Rest.)
TRICHINO-POLLY	341	Shri Vidiya Book Shop, 62 High Road.	(Rest.)
TRIVANDRUM	342	Siukumai Book Stall Station Road.	(Rest.)
	343	International Book Depot P. B. 4 Main Road.	(Rest.)
	344	Shri Devi Book House, Devli Vilas Compound.	(Reg.)
TUTICORIN .	345	K. Thiagarajan . . .	(Rest.)
UMRETH .	346	Indu Kumar Ochhav Lal Gandhi	(Rest.)
VARANASI .	347	Viswa Vidyalaya Prakashan Chowk.	(Reg.)
	348	International Publicity Service, Bhaironath, Kathki Haveli.	(Reg.)
	349	Chowkham Sanskrit Service Office, P.B. 8	(Reg.)
	349-A	Kalpna Corporations, P. B. No. 5.	(Rest.)
VISAKHAPAT-NAM	350	Gupta Bros (Books) Vizia Building Main Road.	(Reg.)
	351	Book Centre, Main Road .	(Rest.)
VIJYAWADA .	352	Vishalandhra Publishing, Chand Ram Building.	(Rest.)
	353	Novadaya Subscription Agency	(Reg.)
VILLUPURAM	354	Baby Stores, 167-168 Thiruvi- Ka Road.	(Rest.)
VELLOR . .	355	S. Thangavalu, Bhooshan Nagar Solavanpit.	(Rest.

S. & R. AGENTS

1. The Assistant Director Extension Centre, Bhuli Road, Dhanbad.
2. The Asstt. Director Extension Centre Santnagar, Hyderabad-18.
3. The Asstt. Director Govt. of India S. I. S. Ministry of C. & I. Extension Centre Kapilshwar Road, Belgaum
4. The Asstt. Director Extension Centre Krishna Distt. (A.P.).
5. The Asstt. Director Footwear Extension Centre Polo Ground No. 1, Jodhpur.
6. The Asstt. Director Industrial Extension Centre, Nadiad (Guj.).
7. The Development Commissioner, Small Scale Industries Udyog Bhawan, New Delhi.
8. The Dy. Director Incharge S. I. S. I. Co. Chief Civil Admn. Goz Panjim.
9. The Director of Printing & Publications Bureau, Hyderabad.
10. The Director Indian Bureau of Mines, Govt. of India Ministry of Steel, Mines and Fuel, Nagpur.
11. The Director of S. I. S. I. Industrial Extension Centre, Udhan., Surat.
12. The Employment, Officer, Employment Exchange, Dhar Madhya Pradesh.
13. The Employment Officer, Employment Exchange, Gopa Bhavan, Morena.
14. The Employment Officer, Employment Exchange, Jhabua.
15. The Depot Incharge, Govt. Book Depot, Ahmedabad.
16. The Manager, Photozincographic Press, 5 Finance Road, Poona.
17. The Officer-in-charge [illegible] Govt. B. D. Gauhati.
18. The O. I/c. Ex[illegible]e, Club Road Muzaffarpur.
19. The I/c. Extension Centre, Industrial Estate Kokar, Ranchi.
20. The O. I/c. Estate Information Centre, Hyderabad.
21. The O. I/c. S. I. S. I. Extension Centre Malda.
22. The O. I/c. S. I. S. I. Habra Tabaluria, 24 Parganas
23. The O. I/c. University Employment Bureau, Lucknow.
24. The O. I/c. S. I. S. I. Chrontanning Extension Centre, Tangra 33/1, North Topsia Road, Calcutta-46.
25. The O. I. S. I. S. O. Extension Centre (Footwear) Calcutta-2.
26. The O. I. S., S. I. S. I. Model Carpentry Workshop Pyyali Nagar P. O. Burnpur 24 Parganas.
27. Publication Division, Salses Depot, North Block, New Delhi.
28. The Asstt. Director Printing Stationery & Publication, Cuttack.
29. The Registrar of companies, Andhra Bank Bldg. Glinghi Chetty Street P. B. 1530 Madras.
30. Do. Assam, Manipur and Tripura, Shillong.
31. Do. Bihar Jounal Road Patna-1.
32. Do. 162 Brigade Road, Bangalare
33. Do. Everest, 100 Marine Drive Bombay.
34. Do. Gujarat State Samachar Bldg., Ahmedabad.
35. Do. Gwalior (M.P.).
36. The Registrar of companies H. No. 3-5-837, Hyder Gudu, Hyderabad.
37. Do. Kerala, 70 Feet Road, Ernakulam.
38. Do. M. G. Road, West Cott Building, P. O. Box, 334 Kanpur.
39. Do. Naryani Building., Braubourn Road, Calcutta.
40. Do. Orissa, Cuttack Chandi Cuttack.
41. Do. Pondicherry.
42. Do. Punjab and Himachal Pradesh, Link Road, Jullunder City.
43. Do. Rajasthan and Ajmer, Shri Kanta Prasad, House, Ist Floor, 'C' Scheme wAsho Marg, Jaipur.
44. Do. Sunlight Insurance Buld. Ajmeri Gate, Extension, New Delhi.
45. The Registrar of Trade Unions, Kanpur.
46. The Director of Information Soohan Sahity Depot. (State Book Depot) Lucknow.
47. The Dy. Controller Bhupendra State Press, Patiala.
48. Manager, Govt. Press and Book Depot, Nagpur.
49. The Director (Piblications), Govt. Publication Deptt Madras.
50. Supdt., Govt. State Stores and Pubs. P. O. Gulzerbagh Patna.
51. The Supdt., Central Press Publication Branch Rajasthan, Jaipur City.
52. Manager Govt. Printing and Stationery, Rajkot.
53. Supdt., Govt. Printing and Stationery Punjab, Chandigarh.
54. Supdt., Govt. State Emporium V. P. Rewa.
55. Dy Controller, Printing and Stationery Office Himachal Pradesh, Simla.
56. Supdt., Printing and Stationery, Allahabad, Uttar Pradesh
57. Supdt. Printing and Stationery, Madhya Pradesh, Gwalior.
58. The Manager of Publications, Printing and Stationery Charni Road, Bombay.
59. The Controller Ptg. and Sty. Bhopal.
60. The Asstt. Dirrector, Publicity and Information, Vidhan Sabha, Bangalore-1.
61. Supdt. Govt. Press, Trivandrum.
62. Asstt. Information Officer, Press Information Bureau, Information Centre, Srinagar.
63. Chief Controller of Imports and Exports, Panjim, Goa
64. Employment Officer, Employment Exchange (Near Bus Stop) Sindhi (M.P.)
65. The Director, Regional Meteorological Centre, Alipur, Calcutta.
66. The Asstt Director, State Information Centre, Hubli
67. The Director of Supplies and Disposal, Deptt. of Supply 10, Mount Road, Madras.-2.
68. Director of General of Supplies and Disposals, N. I. C. Bldg., New Delhi.
69. The Controller of Imports and Exports, Rajkot.
70. The Inspector, Book Safety, M. & P, Madrar Harbours, Madras.

71. The Inspecting Asstt. Commissioner| Income-Tax, Kerala, Ernakulam.
72. The Under Secretary, Rajya Sabha, Sectt., Parliament House, New Delhi.
73. Controller of Imports and Exports, 7 Portland Park Visakhapatnam.
74. The Senior Inspector, Dock Safety, Botwalla Chambers, Sir P. M. Road, Bombay.
75. Conttroller of Imports and Esports, I. B. 14-P, Pondi cherry.
76. Dy. Direcot of Incharge S. I. S. I., Sahakar Bhavan Trikon Bagicha, Rajkot.
77. The Publicity and Liaison Officer, F rest Research Institute, and Colleges Near Forest P. O., Dehradun.
78. The Astt. Controller of Imports and E ports, Govt. of India, Ministry of Commerce, New Kandla.
79. The Deputy Direcoty (S. D.) Espplande East, Calcutta
80. The Director Govt. of India, S. I. S. I Ministry of I. & S. Industrial Areas-B, Ludhiana.
81. The Govt. Epigraphist for India.
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83. The Direcotor of Suppliers Swarup Nagar, Kanpur
84. The Asstt. Director (Admn.), Office of the Dte. of Supplies and Disposal, Bombay.
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93. The Asstt. Director, I/C, S. I. S. I., Club Road Hubli.
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95. The Director of Inspection, Dte., TG. &. S. Dispnsal 1, Ghanes Chandra Avenue, Calcutta
96. The Collector of Customs, New Custom House Bombay.
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100. The Director Ministry of I. & Supply (Deptt. of Industry), Cuttck.
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106. The Sardar Patel University, Valabh Vidyanagar.
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108. The Principal Publications Officer Sending Commissing for Scientific and Tech. Terminology, UGC Building, New Delhi.
109. The Officer, I/C, Information Centre, Swai Ram Singh Rd., Jaipur.
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112. Do. Calcutta.
113. Do. Bombay.
114. Controller of Aerodromes, Madras.
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117. Acting Secretary, Official Language (Leg.) Commission, Ministry of Law, Bhagwan Dass Road, New Delhi.
118. Registrar General, India, 2/A, Mansingh Road, New Delhi.
119. The Director of Census Operaions Andhra Pradesh, Khusor Manzil, Hyderabad-4.
120. The Director of Census Opertions, Assam, Bemfyle Road, Shillong.
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124. Do. Himachal Pradesh, Bowswl, Simla-5.
125. The Director of Census Operations, Jammu and Kashmir, 19, Karan Nagar, Srinagar.
126. Do. Kerala, Kowdiar, Avenue Road, Trivandrum-3.
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129. Do. Manipur, Imphal.
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133. Do. Orissa, Chandni Chowk, Cuttack-1.
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138. Do. Uttar Pradesh, 6, Park Road Lucknow.
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140. Do. Andaman and Nicobar Islands, Port Blair.
141. Do. Chandigarh, Kothi No. 10 Sector 8-C, Chandigarh.
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149. The District Employment Officer, Distt. Employment Exchange, Malapuram Kerala (St.)
150. Commissioner of Coal Mines, Provident Fund, Dhanbad.
151. Director General, Employees State Insurance Corporation, New Delhi.

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1. S/S. A. H. Wheeler & Co., 15 Elgin Road, Allahabad.
2. S/S. Higginbothams & Co., Ltd., Mount Road, Madras.
3. S/S. Gahlot Bros., K. E. M., Road, Bikaner.

(FOREIGN)

1. S/S. Education Enterprise Private Ltd., Kathmandu (Nepal).
2. S/S. Aktieboglgat, C. E. Eritzes Kungl, Hovbokhandel, Fredsation-2, Box 1656, Stockholm 16 (Sweden).
3. Reise-und-Ver Kehresverlage Stutt Gart. Post 730, Geten leersgtriee 21, Stuttgort Nr. 11245 Stuttgart, den (Germany West).
4. S/S. Book Centre, Lakshmi Mansion, 49, The Mall, Lahore (Pakistan).
5. S/S. Draghi Ranchi International Booksellers, Via Cavour, T-9-11, 35000 Padova, *ITALY.*
6. S/S. Wepf & C., Booksellers, English Deptt. ESENGASS 15 BASEL, *SWITZERLAND.*
7. Otto Harrassowitz, Buchhandiung and Anti quarial 6200 Wosesbaden, Taunstra, *GERMANY.*
8. S/S. A. Ahser & Co., N. Y. Keizersgrach 526, Amsterdam. C. (Holland).
9. S/S. Swets & Zeit Linger N. V. 471 & 487 Keizersgracht Amsterdam (Holland).
10. M. F. Von Plears, Rechitract 62, Eindhcven (Holland).
11. H. K. Lowis & Co. Ltd., Eover Street, London W.C.1.
12. Herbert Willson Ltd., Booksellers & Sub Agents, 161, Borough High Street, London S. E. I. (*ENGLAND*).
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14. S/S Store Nordiske Videnskabdghande, Remersgade 27 DK 1362 Copenhangen, K. (*DENMARK*).
15. The Ex-Libris, Buchandeisgelischaff, Harinnon Owsold & Co. K. G. Frankfurt Main (*GERMANY*).
16. Dr. Ludwig Hantaschel Universitatas—Buchhandiung, 34C Ottingen (*GERMANY*).
17. Otto Kollitz, Antiquaiat, 624 Kofnigstion Taunus Rerrnwaldstr-6 (W. Germany).
18. Asia Library Service, 1841, 69th Avenues, California (*U.S.A.*).
19. Publishing and Distributing Co. Ltd., Mitre House, 177 Regent Street, Bondol. *W.I.*
20. Reise-U-Verx Ehrsveriag 7 Stuttgart—Vaihingen, Postfaih-80-0880, Hosigwiesenstr-25 (*GERMANY*).
21. Artrur Probsthain Oriental Book Sellers & Publisher 41 Great Russel Street, *LONDON. W. C. I.*
22. Independent Publisihing Co., Kennington Lane, *LONDON S.E. II.*
23. Inter Continental Marketing Coroporation, Tokyo, *JAPAN.*
24. Fritzer Kungl Hovbokhondal AB, Stockholem 16, *SWEDEN.*