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Government of NCT of Delhi

Instruction Manual
For
Collection of Household Data
on Socio-Economic Profile
of Residents of Delhi

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GUIDELINES FOR FIELD SURVEYORS

You are entrusted with the work of field survey to collect household data on socio-economic Profile of residents of Delhi and privileged to work with Delhi Government. As Field Surveyor, through collection of quality and reliable data, you will contribute meaningfully to the process of decision making in the government.

Following are the guidelines in brief for the work assigned to you:

Before you begin collecting data for the Survey

- Attend the training classes, study the Questionnaire and Instruction manual carefully and understand all the instructions thoroughly. If any part of the instructions is not clear, ask your trainer or supervisor for clarifications.
- Obtain all the material needed for the survey which includes the Abridged House List (AHL) and layout map pertaining to your allotted EB before you leave the training centre at the end of the training session.
- Ensure that you have been issued an Appointment Letter in the prescribed format and duly signed by the competent authority.
- Ensure that you have been issued an Identity Card in the prescribed format and duly signed by the competent authority.
- You should always carry your Appointment Letter and display your identity card prominently whenever you go for enumeration work.
- In order to ensure complete coverage of all the buildings and houses, households and persons during the survey, it would be necessary to locate and identify each of Enumeration Block with the help of Lay out Map and Abridged House list provided to you.
- Therefore, before undertaking the work of survey, it would be essential for you to go around the Enumeration Block assigned and become familiar with it and its main land marks and boundary. You will have to update or change the lay-out map by marking the boundary suitably whenever a major change is observed during identification of EB boundary.
- Please establish proper rapport with the people of your assigned Enumeration Blocks (EBs) by contacting elderly and prominent persons and explaining to them the purpose of your visit.

During Collection of data for the Survey:

- As the data will be collected on your smart phone, please ensure that your mobile set is fully charged before commencement of each day's field work.
- When you visit any household, never rush through the questionnaire. Always approach the respondent with a smile and welcome address.
- The respondent should be a household member (male or female) who is knowledgeable and able to answer questions about the family; avoid minor children as respondents.
- Any house found locked on the day of 1st visit, should be covered through repeated visits.
- Follow the exact order of the questionnaire.
- Rely solely on self-declared information; do not ask for documents to verify. Don't go for any argument with informants on a particular issue.
- Visit each and every house without exception and have the information entered in your smart phone correctly and completely.
- Schedule must be canvassed to all households in the EB without skipping or exclusion of any household. Do not start work on the next EB without canvassing all households in previous EB for systematic coverage of households.
- Handover the updated Layout Map, Updated AHL, Certificate of complete coverage and all the unused inventory material, I-Card to your supervisor.
- For any difficulty faced during identification of EB or in collection of data from household, you may bring it to the notice of your Supervisor.
- You will be paid honorarium at the rate of Rs. 25 for filling the information in the Schedule per individual member of the Household along with all common household particulars subject to the condition of complete coverage of Enumeration Blocks assigned to you. No payment will be made for partial completion of field work.

CHAPTER 1

INTRODUCTION, COVERAGE, CONCEPT AND DEFINITION

The Government of Delhi has planned to go for collection and updation of each household data in the field of education, health, employment, income, socio-economic vulnerability etc. in Delhi. This real time data will seamlessly provide various official statistics on socio economic status of residents of Delhi to the government and will be used exclusively by the government for the purpose of planning and policy formulation. The proposed work involves collection and updation of socio-economic data in respect of around 40 lakh households with a total estimated population of 2 crore. It will give in-depth data on Delhi's need for basic infrastructure and amenities such as the number of schools, colleges and hospitals required.

The outcome of the project is to make available quality and reliable official data for evidence based policy making, robust decision support system for inclusive planning and smooth implementation of government welfare schemes, ensuring and enabling the social benefits to reach the focussed and targeted beneficiaries.

An exhaustive data base on critical socio-economic indicators of residents of Delhi at household level and individual level will be generated and this data base is to be updated on a regular interval for government use. This survey will be done through mobile application and with the help of web application.

COVERAGE

All the usual residents of Delhi will be covered under this survey on the basis of door-to door visit by Field Surveyors. Individual information of residents will be collected through household approach. All Statutory & Census towns and villages located in National capital Territory of Delhi will be covered in the present survey on Socio- Economic profile of households in Delhi.

CONCEPTS & DEFINITIONS

HOUSE: House is a building or a part of building having separate main entrance from road, common passage, courtyard etc. It may be used for residential or non-residential purpose or both or even may be vacant.

HOUSEHOLD:

A 'HOUSEHOLD' is usually a group of persons who normally live together and take their meals from a common kitchen unless the exigencies of work prevent any of them from doing so. The persons in a household may be related or unrelated or a mix of both. However, if a group of unrelated persons live in a house but do not take their meals from the common kitchen, then they will not collectively constitute a household. Each such person should be treated as a separate household.

There may be one-member households, two-member households or multi-member households. You may come across 03 types of households namely, **i) Normal households**, **ii) Institutional households** and **iii) Houseless households**. In this survey, you are required to

cover only the Normal Households. Institutional and Houseless households are outside the coverage of this survey.

In a few situations, it may be difficult to strictly apply the definition of household as given above. For example, a person living alone in a house, whether cooking meals or not, will have to be treated as a household. Similarly, if husband and wife or a group of related persons are normally living together in a house but are getting cooked meals from outside due to some reason, will also constitute a **Normal Household**.

Institutional Households like Boarding House, Mess, hostels, Hotel, Rescue Home, Night Shelter, Observation Home, Beggars' Home, Jail, Ashram, Old Age Home, Children Home, Orphanage, etc are excluded from this survey. However, the households living inside the campus of institution in the quarters are to be covered.

Example: Quarters of Jailor, Guard etc. located inside the Jail premises, household of Supervisor, Attendant etc. located inside the premises of Boarding house etc. will be enumerated.

Houseless Households which do not live in buildings or houses but live in the open or roadside, pavements, under fly-over and staircases, or in the open in places of worship, mandaps, railway platforms, etc., are also kept outside the coverage of this survey.

Who will be considered as Usual Member of the household for enumeration

- Persons staying continuously at least for a period of 6 months or who has the intention to stay for at least 6 months period as on the date of enumeration.
- Members with temporary stay out with duration of less than 6 months.
- Household member who is away from home for attending educational institution for any duration and is expected to come back home after completion of the course.

Example: A student is away from home and staying in a hostel for a period of 2 years in Hyderabad and expected to come back to his/ her parent's household in Delhi after completion of course, he /she will be enumerated as usual member of the parent's household.

Who will not be considered as Usual Member of the household for enumeration

- Temporary visitors and guests whose total period of stay is less than 6 months as on the date of enumeration.
- Members who have permanently migrated or left the household due to marriage, employment etc., even if they occasionally visit the household
- A resident employee or domestic servant or a paying guest taking common meal and living with the household will not be treated as household member. However, they will be treated as separate household provided that their stay or intention to stay is at least for 6 months at the present address.

HEAD OF THE HOUSEHOLD:

The head of the household for the purpose of this survey is a person who bears the main responsibility for the maintenance of the household and takes most of the decisions on behalf of the household and recognized as such in the household. The head of the household need not necessarily be the eldest male member, but can be a female or a younger member of either sex normally residing in the household.

HOUSEHOLD PREMISES:

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

REFERENCE TIME/ PERIOD:

Normally, it is the date of enumeration of household. For some specific indicators like Income, Work Participation etc. the reference period will be last 365 days (one year) preceding the date of enumeration.

CHAPTER-2

COLLECTION OF DATA ON SOCIO-ECONOMIC PROFILE OF HOUSEHOLDS

SCHEDULE DESIGN:

The indicators in the schedule for data collection are presented in 04 blocks, details of which are as under:

- Block A: Location particulars
- Block B: Detail of House
- Block C: Particular of Household Amenities and Assets
- Block D: Particulars of individuals regarding Date of Birth, Marital Status, Religion & Caste etc., Use of Transport, Occupation- Employment- Income, Education , Health, Status of Disability, Social & Family welfare Issues

Schedule for data collection is enclosed in the annexure part of this instruction manual.

BLOCK (A): LOCATION PARTICULARS

A.1 – District: There are 11 Districts in Delhi. The code of the respective District will be entered/auto filled in the e-Schedule.

A.2- Local Body: There are five Local Bodies in Delhi. The code will be entered/ auto-filled in e-Schedule.

The detail of Districts and Local bodies codes are given below:

District	Code	District	Code
North West	01	West	07
North	02	South West	08
North East	03	South	09
East	04	Shahdara	10
New Delhi	05	South East	11
Central	06		

Local Body	Code
North MCD	1
South MCD	2
East MCD	3
NDMC	4
Delhi Cantt.	5

A.3- Ward no. (Old) & A.4- Ward No. (New), A.5 -Enumeration Block Number and A.6- Village/Town (code) will be copied / auto filled (in mobile application) from the List of enumeration Block.

ENUMERATION BLOCK/SUB-BLOCK:

The Enumeration Block (EB) is the basic unit for enumeration and consisting of geographical area of 100-120 households to be identified with EB map. These are the EBs used during the Population Census 2011, now to be used for enumeration in the present survey. The purpose of demarcating EB is to ensure complete coverage of an area without omission or duplication in the household survey. The field surveyor will first visit the allotted EB and identify its boundaries and in case if there is any change, it will be brought to the knowledge of their Supervisors. The concept on Houselisting /Enumeration Block is explained in Chapter-3.

BLOCK (B): DETAIL OF HOUSE

B.1 House Number: All the houses, residential or partly residential will be listed giving a house number. Efforts should be made to enter the number given by the local bodies, other government authority or census house numbers may be entered wherever available. In case, no such house numbers are available, a separate running serial number starting from 1 within bracket is to be assigned.

Address of house in detail will be entered in the following sub-items:

- B.1.1:** Floor Number,
- B.1.2:** Gali number and Name and
- B.1.3:** Block/Pocket/Mohalla name

B.2 Use of House: Only those houses will be covered which are residential or partly residential. Following codes are to be given :
Residential-1, Residence-cum-commercial-2, Residential cum other use-3

B.3 Ownership Status of House: Record the ownership status of the household dwelling. Give the code 1 if the house is owned by household, 2 if the house dwelling is taken on rent and 3 for any other (like rent free accommodation, encroached or otherwise possessed etc).

- **Owned House** - If a household is occupying the house owned by itself and is not making payments in the form of rent to anyone, then the household may be considered as living in owned house. A household living in a Flat or a house taken on 'ownership' basis on payment of instalments , will also be regarded as owning the house, notwithstanding the fact that all the instalments have not been paid. In all such cases, write '1' in this column.
- **Rented House** -A housing unit is rented if rent is paid or contracted for by the household in cash or even in kind. In a few cases, it may also be possible that the

household has actually taken the house on rent but not paying the rent on account of dispute with the owner or for some other reason. In this situation too, the household would be treated as living in a rented house.

B.4 Location of House: Relevant codes are:

Approved colony-1, Regularized unauthorized colony-2, Unauthorized colony-3, Resettlement Colony-4, JJ cluster/ slum basti -5, Urban Village-6, Rural Village-7

Approved colony: An approved colony exists as per legal norms and therefore, property owners of these areas hold clear title to their land.

Regularized Unauthorized Colony: Regularisation is a process by which unapproved/unauthorised colonies are made legal and the property titles in them are recognised by law and can be registered with the authorities. There are various rules for regularisation of colonies across the country. In Delhi, a UAC is eligible for regularisation if it has a resident's welfare association (RWA).

Unauthorized Colony: Unauthorised or Unapproved colonies are residential/ industrial colonies that come up without the authorisation of authorities. As unauthorised colonies exist in violation of legal norms, property owners of these areas do not hold clear title to their land.

Resettlement Colony: With the objective to clear all the squatter and slum colonies from notified slum areas in Delhi, resettlement colonies have been built in the outskirts of the city.

JJ cluster/ Slum basti: JJ cluster/ slum basti comprised of slum like squatter settlements with poorly build tenements, mostly of temporary nature, crowded together, usually with inadequate sanitary and drinking water facilities in unhygienic conditions. A slum may be notified by the municipalities, corporations, local bodies or development authorities or may be non-notified.

Urban Village: The villages which satisfy the following three criteria are treated as urban villages (Census Towns as per census 2011):

- i) a minimum population of 5000
- ii) at least 75% of the male working population are engaged in non- agricultural activities and
- iii) the density of population of at least 400 per sq. km

Rural Village: All remaining revenue villages which do not satisfy the criteria to be an urban village in Delhi will be covered under this category.

B.5 Number of Dwelling Rooms: Total number of dwelling rooms possessed by the household on the date of enumeration will be entered against this item. The answer may be 0,1,2,3,4,..... and so on.

Dwelling Room: A room is treated as a dwelling room if it has walls with a doorway and a roof and should be wide and long enough for a person to sleep in. A dwelling room would include living room, bedroom, dining room, drawing room, study room, servant's room and other habitable rooms. Kitchen, bathroom, latrine, store room, passageway and veranda which are not normally usable for living are not considered as dwelling rooms. A room, used for multipurpose such as sleeping, sitting, dining, storing, cooking, etc. is regarded as a dwelling room. **A dwelling room, which is shared by more than one household, has not been counted for any of them.** In that case number of dwelling room will be '0' for each household. **The room(s) used for purposes other than residence will not be recorded as a dwelling room.**

B.6 Household Serial number: All normal households will be given a running serial number starting from 1 within the enumeration block.

B.7 Household Size: Total number of usual members of household will be entered here.

B.8 Average Monthly Expenditure of Household (in Rs.): Household consumer expenditure (HCE) is the sum total of monetary values of all goods and services consumed (out of purchase or procured otherwise) by the household on domestic account during a reference period. The usual monthly consumer expenditure of the household may be collected as:

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

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

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

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

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

BLOCK(C): PARTICULARS OF HOUSEHOLD AMENITIES AND ASSETS

Column 1: Major Source of Drinking water: Information in respect of the household's major source of drinking water is to be collected in this item.

The relevant codes for this item are:

Tap water within premises	1
Tap water outside the premises	2
Tanker (Govt.).....	3
Tanker (Pvt.).....	4
Tube well.....	5
Hand Pump	6
Bottled water.....	7
Other Sources	8

Tanker: Govt. / private: In 'tanker-truck', drinking water is supplied to the households of the locality. If the 'tanker-truck' is operated by any government agencies and the household

reports that it is their principal source of drinking water, then the source of drinking water of the household will be recorded as 'Tanker (Govt.)'. In case the 'tanker-truck' is operated by any private agencies (NGOs, trusts etc.) and the household reports that it is their principal source of drinking water, then the source of drinking water of the household will be recorded as tanker (Pvt.).

Column 2: Functional water meter available: The question will only be asked if the source of drinking water is tap water within premises i.e. code 1 in column 1.

If functional meter is available, code -1 will be entered, otherwise code will be 2.

Column 3: Electric Connection available (Yes-1/ No-2): If the household is having electric meter installed in his / her house, then Code-1 will be given. In case, no electric meter is installed, then Code-2 will be given.

Column 4: Sanctioned Load of electricity (if code 1 in Col-3): The relevant codes are:

Upto 2 KW-1, 2 to 5 KW-2, 6 to 8 KW-3, 9 to 15 KW-4, 16 to 25 KW-5, more than 25 KW-6

Column 5: Average monthly Consumption of Electricity (if code 1 in Col-3): Average monthly consumption of electricity in units is the average of electricity consumption of the household for the last twelve months. The codes are:

0-200 units-1, 201-400 units-2,401-600 units-3,601-800 units-4, more than 800 units- 5

Column-6: Whether Space available for installing Solar Panel: Each household residing in owned house (i.e. code – 1 in item B.3 of Block-B), is to be asked whether Space available for installing Solar Panel or not. Generally, 10 sq.mtr open space is required on the rooftop for 1 KW solar capacity.

If answer is yes, code- 1 will be entered, otherwise code will be 2.

Column 7: Access of Household to Latrine: If the household is having the latrine facility within the household premises, code 1 will be entered. If the household is using a latrine facility which is for use of households in the locality or for a specific section of people, it will be considered that the household has access to public/community latrine and code 2 will be entered. In case of open defecation, code 3 will be entered.

Column 8: Type of Latrine (if code 1 in column 7): Descriptions of the different types of latrines are given below:

- **Flush/pour-flush:** Flush latrine uses a cistern or holding tank for flushing water, and a water seal (which is a U-shaped pipe below the seat or squatting pan) that prevents the passage of flies and odours. A pour flush latrine uses a water seal, but unlike a flush latrine, it uses water poured by hand for flushing (no cistern is used). Depending on the system/site where human excreta and wastewater are disposed off, flush/pour-flush latrine can be of the following types: (i) piped sewer system, (ii) septic

tank, (iii) twin leach pit, (iv) single pit, (v) elsewhere (open drain, open pit, open field, etc.)

- **Flush/pour-flush to Piped sewer system:** Piped sewer system is a system of sewer pipes, also called sewerage that is designed to collect human excreta and wastewater and remove them from the household environment. If the flush/ pour-flush latrine used by the household is connected to *piped sewer system*, code 1 will be recorded.
- **Flush/pour-flush to Septic tank:** Septic tank is an excreta collection device consisting of a water-tight settling tank, which is normally located underground. The treated effluent of a septic tank usually seeps into the ground through a leaching pit. If the flush/ pour-flush latrine used by the household is connected to *septic tank*, code 2 will be recorded.
- **Flush/pour-flush to pit:** In pit flush/ pour-flush latrine, the excreta are carried into subsurface pits through pipes or covered drains. In such cases, code 3 will be entered.
- **Flush/pour-flush to Open Drain/Area:** If the flush-pour latrine is directly connected to open area/open drain/area, code 4 will be entered.
- **Others:** For other type of latrines, code 5 will be entered. This category may include pit latrine, service latrine, composting latrine etc.

Column 9: Availability of Sewerage facility connected to DJB network (Yes-1, No-2): If the drainage system of household's liquid waste is connected with DJB network, code 1 will be entered, else code will be 2.

Column-10: Having Ration Card (Food Security Card) (Yes-1, No-2):

Delhi Govt. is providing rice and wheat to around 19.45 lakh Ration Card Holders and sugar to selected card holder on monthly basis. If household is found to have a ration card, code 1 will be entered, else code will be 2.

Column-11: Ration card number (Optional): If Yes-1 in Col-10, the Ration Card Number is to be entered.

Column-12: Whether availing ration (Yes-1, No-2):

Each household with code 1 in column 10 (having ration card) is to be asked whether availed ration under NFS during the last 365 days preceding the date of enumeration.

Column 13: A.C. (Yes-1, No-2): May or may not be owned but must be in the possession of the household.

Column 14: Telephone/ Mobile phone: Following are the codes:

Landline only=1, mobile only=2, both=3, No-4

Column 15: Internet facility available (Yes-1, No-2): This question is to be asked only if the household possesses a telephone/mobile phone i.e. for code 1, 2 & 3 in Column 14.

Column-16: Computer/ Laptop: The codes are:

Yes: with internet-1, without internet-2, No-3

Column 17: Having Motorized Vehicle (for HH purpose): If the household owns/possesses motorized vehicles mainly used for household purpose, then appropriate code from 1 to 4 will be entered. If not, code-5 will be entered.

Two wheeler-1, Four wheeler - 2, Both two & four wheeler-3, Other motorized vehicle -4, No vehicle -5

Column 18: Having Vehicle for Commercial Use: If the household owns/possesses motorized vehicles mainly used for commercial purpose, following codes will be entered:

Four wheeler (Taxi)-1, Auto rickshaw (CNG)-2, E- Rickshaw- 3, Cycle Rickshaw-4, Any Other-5, No Vehicle-6

BLOCK (D): PARTICULARS OF INDIVIDUAL

Column-19: Serial Number of HH members: A continuous serial number of household member starting from head of the household will be assigned.

Column-20: Name of Person: The names of the household members corresponding to the serial numbers entered in column 19 will be recorded in column 20.

- First record the name of the household head as identified by the respondent.
- For the new-born baby, whose name has not yet been decided, write 'new born baby' against this particular item.
- The head of the household will appear first followed by head's spouse, the first son, first son's wife and their children, second son, second son's wife and their children and so on. After the sons are listed, the daughters will be listed followed by other relations, dependants etc.

Column 21: Relationship to head: – The relationship of each member of the household to the head of the household (for the head, the relationship is 'self') will be recorded in this column. Note that **only** the relation to the **head** is to be recorded, not to other HH members.

The codes are:

Self..... 01	father/mother.....07
Spouse of head..... 02	father-in-law/mother- in-law ...08
Married child03	brother/sister09
Spouse of married child04	brother-in-law/sister-in-law.....10
Unmarried child05	other relatives.....11
Grand Child.....06	Other non-relatives.....12

Column 22: Gender: The gender code of each member of the household will be recorded in this column. The codes are:

Male - 1, Female - 2, Third Gender – 3

Persons reporting themselves neither male nor female will be given code-3. This category includes transgender, eunuch etc.

Column 23: Date of Birth: Date of Birth is to be entered in DD/MM/YYYY format.

Column 24: Age (in completed years): For the person whose D.O.B. is not known, the Age in completed number of years (i.e. age at last birthday) will be recorded in this column. For infants below one year of age, entry '0' will be recorded.

Column 25: Mobile Number (Optional): 10 digit Mobile numbers is to be entered in this column.

Column 26: Marital Status: The marital status of each member will be recorded in this column. The codes for different marital statuses are as follows:

Never married..... 1
Currently married2
Widowed3
Separated.....4
Divorced.....5

- For a person who has never married any time before, record code '1' in the box under this question.
- 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 60 years ago; if his wife is still alive and the marriage subsists, he is 'currently married'. The conditions for the marital status to be reckoned as 'currently married' are that the husband and the wife 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 marriage. Similarly, enter code '2' for persons who are recognised by custom or society as married and also for persons in stable de facto union (actually living together). Even if a marriage is disputed, record code '2' if the person concerned says she or he is married or is in stable de facto union (actually living together).
- For a widowed person whose husband or wife is dead, and who is not presently married, enter code '3'.
- For a person who has been separated from wife or husband and is living apart with no apparent intention of living together again, enter code '4'. A person deserted by her spouse against her/his wishes and without her/his consent should also be given code '4'.
- For a person who is divorced either by decree of a court or by an accepted social or religious custom and is not remarried at present, enter code '5'.
- **This column must be answered for all persons irrespective of age.**

Column 27: Aadhaar No. /Aadhaar Enrolment Number (Optional): 12 digit Aadhaar number or 14 digit Aadhaar Enrolment number will be recorded subject to availability for each household member.

Column 28: Religion: The question should be asked for each member of household. Religion may differ among the members of a particular household. Relevant codes are:

Hindu-1, Muslim-2, Sikh-3, Jain-4, Christian-5, Buddhist-6, Other-7, No religion-8

Column 29: Social Category: The caste of the individual will be recorded against this item in terms of the following codes:

Scheduled caste (SC)1
Scheduled tribe (ST)2
Other Backward Class (OBC).....3
Others4

Those who do not come under any one of the first three social groups will be assigned code 4, meant to cover all other categories. In case, different members within a household claim to belong to different castes, enter the codes accordingly.

Column-30: Period of Residency in Delhi: Period of residency refers to the duration of continuous stay in Delhi.

Relevant codes for this column are:

<1 year-1, 1 to 4 years-2, 5 to 9 years-3, 10 to 19 -4, 20 & above-5

Column-31: Origin State: The relevant code is to be entered as per the list of State codes given in the annexure part of this instruction manual. **For the person who belongs to any country other than India, the code will be '99'.**

Column-32: Voter I-Card Number (Optional): Voter I-Card number for each individual having voter I-card will be entered against this item.

Column 33: Having Bank Account (Yes-1, No-2): If any member in the household is availing banking services provided by the bank or post office bank as a holder of any type of bank account, write '1' in this column. If not, write '2'. **This will cover all types of commercial banks such as nationalized banks, private banks, foreign banks and the co-operative banks.** Bank account includes both Savings and Current accounts.

Column 34: Use of major means of transport for daily work/ Attending educational institution/Other works: Mode of transport which is used most often for participation in work or attending educational institution by the household will be entered here in terms of the following codes:

Public Bus-01, Metro Rail-02, Hired Taxi/Auto -03, Shared- Auto/ E-Rickshaw-04, Personal two-wheeler-05, Personal-four wheeler-06 , Bicycle-07, Cycle Rickshaw-08, On foot (walking)-09, others -10.

Column 35: Occupation/ Activity (description): This is to be recorded for all persons either worker or non-worker. In this column, record the details of the occupation of a worker or activity of non-worker, as the case may be. The occupation or activity of a person will be

ascertained with respect to date of enumeration. However, it does not matter if a person is not working on the date of enumeration and is on leave, it is her/his usual working status that is important. Working or non-working activities of the persons may be written as told by the respondent. Some examples of occupation/ activity are cultivator, agricultural labourer/ manual labourer, doctor/ CA/ lawyer/ consultant/ engineer/shopkeeper, household duties/domestic worker, student, dependent, pensioner/ retired person, beggar, etc. The nature of occupation or the actual work that a person did during the last one year prior to the date of enumeration is to be ascertained and recorded under this column. Write the actual work of the members of household in which they are occupied or engaged their time and attention and may or may not be paid (e.g. student) for that. It may be the principal business, vocation, employment, trade or service etc. In case of persons who are self employed, the description of the actual work in which they are engaged will be recorded. A person can pursue one or more of the above activities. For example a worker can be a student also. Similarly, a teacher can also be attending to household activities. Working status should always find priority over non working status. Similarly, a person may be engaged in more than one working activity. The occupation being pursued by the person for most of the time in the year [last 365 days] may be recorded.

Column 36: Broad category of Work/ Activity:

The codes are:

Self-employed in agriculture/ live stock-01, Own/operate non-agricultural enterprise (Registered with Govt)-02, Own/operate non-agricultural enterprise (not Registered with Govt)-03, Regular wage/salary -Govt. / PSU-04, regular wage/ salary -Pvt- 05, Construction worker/ plumber-06, Vendor/ vegetable & fruit seller etc without shop -07, domestic servant-08, Cycle Rickshaw puller-09, other casual wage labour/ contractual worker -10, Unemployed (Seeking or available for work)-11, others (pensioner/ rentier/ remittance/non-workers etc.)-12.

Some important code description is as follow:

Self-employed: Persons who operate their own farm or non-farm enterprises or are engaged independently in a profession or trade on own-account or with one or a few partners are deemed to be self-employed in household enterprises. The essential feature of the self employed is that they have autonomy (i.e., how, where and when to produce) and economic independence (i.e., market, scale of operation and money) for carrying out their operation. The remuneration of the self-employed consists of a non-separable combination of two parts: a reward for their labour and profit of their enterprise. The combined remuneration is given by the revenue from sale of output produced by self-employed persons minus the cost of purchased inputs in production.

The **self-employed persons** may again be categorised into the following three groups:

(i) **Own-account workers:** They are the self-employed who operate their enterprises on their own account or with one or a few partners and who during the reference period, by and large,

run their enterprise without hiring any labour. They may, however, have unpaid helpers to assist them in the activity of the enterprise.

(ii) **Employers:** The self-employed persons who work on their own account or with one or a few partners and by and large run their enterprise by hiring labour are the employers.

(iii) **Helpers in household enterprise:** The helpers are a category of self-employed person's mostly family members who keep themselves engaged in their household enterprises, working full or part time and do not receive any regular salary or wages in return for the work performed. They do not run the household enterprise on their own but assist the related person living in the same household in running the household enterprise.

Code 1 relates to only the persons attached with agriculture and lives stock activities whereas codes 2 & 3 relate to the self-employed persons who are engaged in non-agricultural enterprises.

Own/operate non-agricultural enterprise (Registered with Govt): For any member or a group of members in the household who own or operate any trade firm, shop, business (small or big) registered with government, code 2 will be recorded. Enterprises cover both production as well as service sector. The enterprise may be registered under Factories Act, Shops and Establishments Act or any other state Act regulating the use/services of the enterprise. The establishment may also be registered with tax authorities with government. The ownership can be on the name of individual member, more than one member, in partnership with a non-household member etc.

Production sector Example: own factory for production of commodities.

Service sector examples: General store, tailoring, , property dealer, transport agency, hotel, restaurant, eatery, confectionary/ sweets shop, tea shop, money lending, agricultural implements and commodity shop, fertilizer shop etc.

The defining feature is that the shop/ enterprise/ service should be owned by a member of the household. It will not include those who work in these enterprises as casual or regular workers. The proprietor or owner may or may not work directly in the establishment.

Own/operate non-agricultural enterprise (Not Registered with Govt): Individual who own/operate an enterprise which is not registered with any Govt. authority, will be given code 3.

Regular wage/ salaried employee: Persons working in other's farm or non-farm enterprises (both household and non-household) and getting in return salary or wages on a regular basis (and not on the basis of daily or periodic renewal of work contract) are the regular wage/ salaried employees. This category not only includes persons getting time wage but also persons receiving piece wage or salary and paid apprentices, both full time and part-time.

- Persons working as regular wage/salaried employee in Government/Public Sector will be given code 4. Government here includes government departments, local bodies/ Panchayat Raj Institutions and government undertakings such as railway/posts/state transport corporations and so on and Public sector refers to the undertakings of

government enterprises banks and other institutions under the control of government.

- Persons working as regular wage/salaried employee in Private Sector will be given code 5. The private sector is that which is run by private individuals or groups, usually as a means of enterprise and is not controlled by the state. Cooperatives will also come under private sector.

Casual wage labour/ contractual work: A person casually engaged in other's agricultural or non-agricultural enterprises (both household and non-household) and getting in return wage according to the terms of the daily or periodic work contract is a casual wage labour. Such persons will be given code 10.

Unemployed: Persons who are seeking or available for work are termed as unemployed and will be given code 11 in column 36.

Others: Others category includes pensioners, rentiers, remittance recipients, beggars, students, home-maker, other dependant members etc. and will be given code 12.

Column 37: Average Monthly Income (in Rupees): An average of last 12 months' income from all sources for individual member of the household will be recorded against this column.

Column 38: Paying income tax (Yes-1, No-2): The question is relevant for only those who actually paid or are liable to pay income tax for the last financial year. If they are eligible but do not pay income tax, do not record here. Income tax may be paid individually by the member concerned or may be collected as TDS (at source) by the employer. Record code 1 against column 38, if income tax is paid by the individual otherwise code 2 will be recorded.

Column 39: Highest level of Education attained: The information relates to the educational attainment of the members. The highest educational level completed refers to the educational category successfully completed. For example, if the HH member studied up to class 10 but could not pass the 10th class Board Examination, s/he will be coded as middle.

Literate: A person who can both read and write with understanding in any language is to be taken as literate. A person, who can only read but cannot write, is not literate. It is not necessary that to be treated as literate, a person should have received any formal education or passed any minimum educational standard. Literacy could also have been achieved through adult literacy classes or through any non-formal educational system. People who are blind and can read in Braille will be treated as literates.

Illiterate: A person who can neither read nor write or can merely read but cannot write in any language.

Code Level Description

Code-01- Illiterate: A person who can neither read nor write or can merely read but cannot write in any language.

Code-02- Literate but below primary: A person who can read and write with understanding in any language but not passed 5th standard.

- Code-03- Primary:** Passed 5th Standard but not passed 8th Standard.
- Code-04- Middle:** Passed 8th Standard but not passed 10th Standard.
- Code-05- Secondary:** Passed 10th Standard but not passed 12th Standard.
- Code-06- Higher Secondary:** Passed 12th Standard but not completed graduation.
- Code- 07- Diploma:** Any type of Diploma course
- Code -08- Graduate:** Completed graduation (degree holder)
- Code-09- Post Graduate or higher:** Completed post graduation (degree holder)
- Code-10- Other:** Please specify

Column 40: Type of course in Graduation/Post Graduation: This question is to be asked for code 8 & 9 in Column 39 i.e. for the individuals who have completed either graduation or post- graduation. The relevant codes for this column are:

Arts-1, Commerce-2, science-3, Technical-4, Business Administration-5, Medical-6, Others-7

Code 7 (others) includes all other courses not covered under codes 1 to 6.

Column 41: Status of enrolment in educational institution (Code): The relevant codes for this column are as under:

Attending-1, not attending: attended before -2, never attended-3

- For assigning codes 1 & 2, persons enrolled in any educational institution for formal schooling and other than formal schooling will be considered (e.g., NFEC, TLC, AEC, etc.)
- Code 1 will be assigned to those who are currently attending. It may be noted that those who are currently attending an educational institution are necessarily enrolled in that institution. Thus, the persons who are assigned code 1 are those who are currently enrolled and attending.
- Codes 2 and 3 will be applicable for the persons who are currently not attending.
- For the persons who were enrolled in any educational institution in some past academic year but currently not attending, code 2 will be assigned.
- Code 3 will be recorded for persons who never attended in any of educational institutions.

Some guidelines for recording entries in column 41 are given below:

- (i) Persons, who are temporarily not attending education due to reasons like illness, vacation, etc., will be treated as currently attending.
- (ii) Persons who are awaiting results will be considered as 'currently attending' and the appropriate code for the level for which they have appeared in the examinations will be recorded.
- (iii) Persons who are registered for any regular distance learning courses for a stipulated period at the end of which, are allowed to appear in the examination for the course, will also be considered as 'currently attending'.
- (iv) Persons who are eligible for appearing as private/external candidates in examination shall be treated as currently attending.

Column 42: For code 1 in Col-41, Type of Institution/ school attending (code):

The type of institution refers to the type of management by which the educational institution is run. Codes for recording information on *type of institution* are as follows:

Within Delhi:

For School: Delhi Govt.-01, MCD-02, NDMC-03, Central -04, Govt. aided Pvt. institute-05, Other Pvt. Institute - recognized-06, Pvt. Un - recognized-07,

For College: Under Central University-08, State University - GGSIPU-09, Ambedkar University-10, Delhi Technical University-11, NSIT-12, National Law University-13, DPSRU-14, IGIT-15, IIT-16, Pvt. College/ University-17, Spl. Institution for Disable- 18, Others-19 (Vocational, etc.)

Out- side Delhi- 20 (for all type of institutions: school, college, university etc.)

An institution may be run by Government (Central/State/Local Bodies) or by private body irrespective of whether receiving government aid or not. Thus, the types are: (a) Government either state or central or of local bodies, (b) Govt. aided Private institution and (c) Other Private institution

Government institutions: All schools/ institutions run by central and state governments, public sector undertakings, autonomous organisations, municipal corporations, municipal committees, notified area committees, zilla parishads, panchayat samitis, cantonment boards, etc., completely financed by the government are treated as government institutions. It may be noted that a government institution may be run by either the government directly or through a governing body/managing committee, etc., set-up by the government.

Govt. aided Private institution: A Govt. aided private institution is one, which is run by an individual or a private organisation and receives maintenance grant from Government.

Other Private institution: Other private institutions are those, which are managed by an individual or a private organisation and are not receiving maintenance grant from Government. Such institutions may be recognised or unrecognised. **A recognised school/ institution** is one in which the course(s) of study followed is/ are prescribed or recognised by the Government or a University or a Board constituted by law or by any other agency authorised in this behalf by the Central or State government. The recognition may be from Directorate of education, Municipal Board, Secondary Board, etc.

Special Institution for Disable: There are institutions which are meant to impart education only to Disable Students in the manner suitable for their special needs.

Others: The type includes the entire remaining institutes not covered under any of codes from 01 to 18. It includes vocational institutes also.

Column 43: Name of institute in case attending Pvt. School/ College/ University: Name of Institute is to be entered in this column in case, the individual is studying in Private Institute.

Column 44: Class or level of current enrolment:

For code 1 in column 41, i.e. if a person is attending educational institution, it is to be ascertained, in what class he or she is studying. The relevant codes are:

Class-I -01, Class-II -02, Class-III -03, Class-IV -04, Class-V -05, Class-VI -06, Class-VII -07, Class-VIII -08, Class-IX-09, Class-X-10, Class-XI -11, Class-XII -12, Graduate-13, Post Graduate & higher-14, Diploma/vocational etc.-15, Below Class I-99

Column 45: For Code 2 & 3 , in Col- 41, Reason for drop - out/ discontinuity/ never attended:

This column will be filled in for the following two cases:

1. Those who ever enrolled but currently not attending, i.e., for the cases of dropout or discontinuity. If there are multiple reasons, then the major reason as indicated by the respondent will be recorded.
2. Those who has never enrolled in any kind of educational institution.

For recording entries in this column the following codes will be used:

Desired level Achieved-1, Financial Constraint-2, engagement in domestic duties-3, engagement in economic activities-4, other reasons-5

- It is to be noted here that Code 1 is applicable only for those who ever attended but currently not attending (i.e., this code is not applicable for person who never attended).

Column 46: Whether attending/ attended formal technical/ vocational course/training

(Yes-1, No-2): A vocational/ technical training may broadly be defined as training through which knowledge and skills for the world of work are acquired. The main objective of vocational/ technical education and training is to make individuals employable for a broad range of occupations in various industries and other economic sectors.

It is the formal training that is acquired through institutions/ organisations and is recognised by national certifying bodies, leading to diplomas/ certificates and qualifications. Formal training is structured according to educational arrangements such as curricula, qualifications, teaching/ learning requirements and assessment. Formal training is intentional from the learner's perspective.

Column 47: If code -1 in col-46, type of Institution- Govt.-1, Private-2: If any member of the household is attending or had attended technical training from institutions run by central and state governments, public sector undertakings, autonomous organisations, municipal corporations, municipal committees, notified area committees cantonment boards, etc., completely financed by the government, code 1 will be recorded, otherwise code will be 2.

Column 48: For code -1 in col-46, field of course/ training:

'Field of training' will be recorded in terms of 2 digit codes. For a vocational/technical training, if the 'field of training' is not covered by any of the codes 01 to 21 given below, code 22 will be assigned to that field of training. For a person when more than one of the codes is applicable, last training received will be considered for giving code for 'field of training'.

For recording entries in this column, the following codes will be used:

aerospace and aviation-01,
agriculture, non - crop based agriculture, food processing-02,
allied manufacturing-gems and jewellery, leather, rubber, furniture and fitting, printing-03,

artisan/craftsman/handicraft /creative arts and cottage based production-04,
automotive-05,
beauty and wellness-06,
chemical engineering, hydrocarbons, chemicals and petrochemicals-07,
civil engineering-construction, plumbing, paints and coating-08,
electrical, power and electronics-09,
healthcare and life sciences-10,
hospitality and tourism-11,
iron and steel, mining, earthmoving and infra building-12,
IT-ITeS-13,
logistics-14,
mechanical engineering-capital goods, strategic manufacturing-15,
media- journalism, mass communication and entertainment-16,
office and business related work-17,
security-18,
telecom-19,
textiles and handlooms, apparels-20,
work related to childcare, nutrition, pre-school and cre'che-21,
Other-22 (specify).

Column 49: Whether interested in Govt. Skill development training programme (Yes-1, No-2):

If any person is interested in attending any kind of skill development training programme organized by Government, code 1 will be entered.

Column 50: Pregnancy Status of married woman (age 18 years & above) - pregnant (Yes-1, No-2):

This column relates to the pregnancy status of only married woman aged 18 years & above. If a married woman is found pregnant as on the date of survey, code 1 will be recorded, otherwise code will be 2.

Column 51: If code-1 in Col-50, whether availing pre-natal medical care - (Yes-1 or no-2):

This column is applicable to any married female member of the household who is found pregnant i.e. for code 1 in column 50. Pre-natal care may involve giving medicines, taking weight, examining blood pressure, examining the abdomen, doing diagnostic tests, etc. Occasional consultation with a doctor or in a hospital during pregnancy for some sudden complication or ailment will NOT be treated as pre-natal care. If the answer is yes, code 1 will be entered, otherwise, code 2.

Column 52: For age group 0-5 years- Status of vaccination: The codes are:

Received/ Receiving-1, Not received in full-2, No-3

Information as to whether children of age 0-5 years have ever been immunised with BCG, DPT/Pentavalent, OPV, measles vaccines etc., which are administered generally as a course of

several doses with one or more booster doses is to be collected and recorded in this column for each such children. Immunization Programme is one of the key interventions for protection of children from life threatening conditions, which are preventable. Under the Universal Immunization Programme, Government of India is providing vaccination to prevent some vaccine preventable diseases like Diphtheria, Pertussis, Tetanus, Polio, Measles, severe form of Childhood Tuberculosis etc.

Column 53: Having Chronic illness:

For recording entries in this column the following codes will be used:

Cancer	-01	TB	-02
Leprosy	-03	Respiratory disease/ Asthma	-04
Diabetes	-05	Cardiac/ Hypertension /Blood Circulatory Disease	-06
HIV/AIDS	-07	Thalassemia	-08
Haemophilia	-09	Other illness	-10
No chronic illness	-11		

To make entries in column 53, the following questions should be asked for each household member:

- Has the member been experiencing symptoms and – persisting for more than one month on the date of survey – indicating any problem caused by an ailment affecting any organ of the body? [Exclusions: (i) Minor skin ailments (ii) Cases of headache, body ache, and minor gastric discomfort after meals, even if of a long-standing nature, unless the patient insists that they cause restriction of his/her activity. (iii) Disabilities such as congenital blindness.]
- IF YES, then the member is suffering from a chronic illness on the date of survey and any of the codes 1 to 10 will be entered.
- IF NOT, has the member been taking a course of treatment on medical advice for a period of one month or more and continuing as on the date of survey, aimed at alleviation of the symptoms of any ailment? (Such treatment may have resulted in non-appearance of symptoms that would otherwise have appeared, during a part of the last one month, or the entire month.) [No exclusions. Treatment of pre-existing disabilities included.]
- IF YES, then the member is suffering from a chronic ailment on the date of survey and any of the codes 1 to 10 will be entered otherwise, enter code 11.

Column 54: Medical Treatment taken usually from: Following are the codes for making entries in this column:

Govt. hospital/ Dispensaries-1, Pvt. Hospital/ clinic-2

Dispensary: This is a public institution from which medical supplies, preparations, and treatments are dispensed, but which does not have facilities for treatment of in-patients. Dispensaries are staffed by one or more doctors.

Government/Public Hospital: All other government hospitals, including district hospitals in the district headquarters town (which acts as referral site for all the CHCs and PHCs and sub-

centres), government medical college hospitals, ESI hospitals, other government hospitals like maternity hospitals, cancer hospitals, TB or leprosy hospitals, railway hospitals, etc. run by the government will come under the category 'govt. /public hospital' for the purposes of this survey.

Private Hospital: Any other hospital/ nursing home/ day care centre run by private authorities with facilities for in-patient treatment will be called a private hospital.

Private Clinic: A private clinic has facilities for consultation with private doctor(s) but no in-patient facility. A private clinic differs from a private hospital in that it has no in-patient facility.

- If, treatment is usually availed of from government and private sources, the source, visited the most frequently, will get priority.

Column 55: Having Health Insurance (Yes-1, No-2):

For each of the household members, it will be enquired whether he/she is covered under any health insurance scheme. It can be government funded insurance scheme or provided by government/PSU as an employer (e.g. DGEHS, CGHS, reimbursement from govt. etc.) or it can be employer supported (other than govt./PSU) health insurance (e.g. ESIC) and may be arranged by household with insurance companies. If the household member has a health insurance cover, code 1 will be recorded, else code will be 2.

Column 56: Disability:

A disability is a condition or function judged to be significantly impaired relative to the usual standard of an individual or group. The term is used to refer to individual functioning, including physical impairment, sensory impairment, cognitive impairment, intellectual impairment mental illness etc.

This is a sensitive question and needs to be asked carefully/ skilfully so that the feelings of the respondent and/or any other member of the household are not hurt.

The concepts, criteria and instructions for identifying disabled persons are taken from the guidelines of 2011 population Census. This question seeks to get answers about the status of disability.

- If the member is not suffering from any disability **code 9** can be given. The nature of disability can be entered as per code list.
- In case there is more than one form of disability, enter **code 8** which stands for multiple disability. Other Disability codes are as follows:

1. **In Seeing:** A person will be considered as having disability 'In seeing' if she/he:

- Cannot see at all; or
- Has no perception of light even with the help of spectacles; or
- Has perception of light but has blurred vision even after using spectacles, contact lenses etc.
- Can see light but cannot see properly to move about independently; or

- Has blurred vision but had no occasion to test if her/his eyesight would improve after taking corrective measures.

In case it is found that the person has disability 'In Seeing' Code-1 will be given

Note: Persons with no vision in one eye but full vision in the other eye (one eyed persons) will not be considered as disabled in seeing. Persons having night blindness alone will not be considered as disabled in seeing. Persons having colour blindness alone will not be considered as disabled in seeing.

2. **In Hearing:** A person will be considered as having disability 'In Hearing' if she/he:

- Cannot hear at all; or
- Has difficulty in hearing day-to-day conversational speech (hard of hearing); or
- If she/he is using a hearing aid.

In case it is found that the person has disability 'In Hearing' Code-2 will be recorded.

Note: Persons having problem in only one ear will not be considered as having hearing disability. The condition of both the ears will be taken into consideration for treating a person as disabled 'In Hearing'.

3. **In Speech:** A person will be considered having disability 'In Speech', if she/he is above the age of 3 years and:

- Cannot speak at all or she/he is unable to speak normally on account of certain difficulties linked to speech disorder; or
- Able to speak in single words only and is not able to speak in sentences; or
- Stammers to such an extent that the speech is not comprehensible. However, persons who stammer but whose speech is comprehensible will not be treated as disabled in speech.

In case it is found that the person has disability 'In Speech' Code-3 will be recorded

Note: It is common that a person who is born with a hearing disability is also unable to speak (Deaf mute). For survey purpose, this will be treated as a Multiple Disability and appropriate code (8) will be entered.

4. **In Movement:** A person will be considered as having disability 'In Movement' if she/he has a disability of bones, joints or muscles of the limbs leading to substantial restriction of movement. This would cover persons who:

- Do not have one or both arm(s)/ hand(s) /leg(s)
- Are paralysed and are unable to move; or
- Are unable to walk but crawl to move from one place to the other; or
- Are able to move only with the help of caliper/s, wheelchair, tricycle, walking frame, crutches etc.; or
- Have acute and permanent problems of joints/muscles that have resulted in limited movement; or
- Have lost all the fingers or toes or a thumb; or

- Are not able to move or pick up any small thing placed nearby; or
- Have stiffness or tightness in movement, or have loose, involuntary movements or tremors of the body or have fragile bones; or
- Have difficulty in balancing and coordinating body movements; or
- Have loss of sensation in the body due to paralysis or leprosy or any other reason; or
- Have any deformity of the body part/s like having a hunch back; or
- Are very short statured (dwarf).

In case it is found that the person has disability 'In Movement' Code-4 will be recorded.

Note: Manifestation of disability arising out of 'Cerebral Palsy' will be recorded under this category and code '4'.

5. **Mental Retardation** Mental Retardation means a condition of arrested or incomplete development of mind of a person which is specially characterized by sub-normality of intelligence. The onset of mental retardation is usually from birth or in some cases before the age of 18 years. A person will be considered as having the disability of 'Mental Retardation' if she/he:

- Lacks understanding/comprehension as compared to her/his own age group; or
- Is unable to communicate her/his needs when compared to other persons of her/his age group; or
- Has difficulty in doing daily activities like looking after toilet needs, cleaning teeth, bathing, wearing clothes, taking care of personal hygiene and nutrition and general household tasks; or
- Has difficulty in understanding routine instructions; or
- Has extreme difficulty in making decisions, remembering things or solving problems.

In case it is found that the person has disability of 'Mental Retardation' Code-5 will be recorded.

Note: No test is required to assess Mental Retardation. It should be left to the respondent to report whether the member of the household has mental retardation. You have to clarify that all slow learners and persons with delayed development are not necessarily mentally retarded. Students who are slow learners in school should definitely not be considered as Mentally Retarded. Mental Retardation is generally from birth and its onset is well before the age of 18 years.

6. **Mental Illness:** A person will be considered as having Mental Illness if she/he has a psychological or behavioural pattern associated with distress or disability that is not a part of normal development. The affected person is generally not able to cope with the problem.

In general a person will be considered as having the disability of 'Mental Illness' if she/he :
Is taking medicines or other treatment for mental illness; OR

- Exhibits unnecessary and excessive worry and anxiety, unexplained withdrawal or problems in sleep, loss of appetite and/or depression, thought of dying, unattended personal hygiene; or

- Exhibits repetitive (obsessive-compulsive) behaviour/thoughts; or
- Exhibits sustained changes of mood or mood swings (joy and sadness) leading to having many days or weeks of not being able to function and behave normally; or
- Has unusual experiences - such as hearing voices, seeing visions, experience of strange smells or sensations or strange taste; or
- Exhibits unusual behaviours like talking/laughing to self, staring in space, excessive fear and suspicion without reason; or
- Has difficulty in social interactions and adapting at home, at school, at workplace or generally in society.
-

Note: Drug addicts will not be treated as mentally ill. The onset or manifestation or realization of mental illness is not seen from birth unlike mental retardation. Please ascertain whether any person in the household has mental illness. In case it is found that the person has disability of 'Mental Illness' Code-6 will be recorded. No test is required to assess Mental Illness. It should be left to the respondent to report whether the member of the household has Mental Illness.

7. **Other disability** Ask if the person has a disability that is not covered under any of the categories listed in the question. If the respondent/person reports that she/he or any member of her/his household has a disability other than those listed in the question, write code-7. This category would include disabilities like Autism etc.
8. **Multiple disability** Multiple Disabilities means a combination of two or more disabilities. Persons suffering from any of the two or more disabilities bearing code nos. 1 to 7 listed in the question will be treated as having 'Multiple Disabilities'. In case you come across a situation where a person suffers from both 'Hearing' and 'Speech' disabilities, you have to record her/him under the category of 'Multiple Disability' and write code 8.
9. **Not disabled:** if the person is normal without any disability enter the code 9.

Note: The exceptional cases like Siamese twins or persons with one body and two heads will be treated as disabled in movement. In case, they also suffer from any other disability, they will be considered having multiple disability and appropriate codes will be recorded.

Column 57: For code 1 to 8 in Col-56, Whether having a Certificate of Disability (Yes-1, No-2):

For each of the household members, it will be enquired whether he/she has a certificate of disability. Only the certificate of disability issued by any government authorities (e.g., *central/state/local bodies*) will be considered. If the household member has a certificate of disability, code 1 will be recorded, else code will be 2.

Column 58: For code 1 in Col -57, Whether availing Financial assistance for person with special needs from GNCTD (Yes-1, No-2): Detail of Scheme from GNCTD is given hereunder:

<p>“Delhi Financial assistance for Persons with Special Needs, 2009” (Includes persons with blindness, low vision, loco motor disability, hearing impaired, leprosy cured, cerebral palsy, autism, mental retardation, mental illness)</p>	<ol style="list-style-type: none"> 1) This scheme aims to provide rehabilitation and meeting day to day expenses of persons with special Needs 2) Family income should not be more than Rs. 1,00,000/- p.a. from all sources 3) Resident of Delhi for at least five years prior to applying. 4) Disability of the applicant should not be less than 40%. 5) The Medical Board of Govt. Hospital should issue the disability certificate. 6) The applicant is not a recipient of any such assistance from another source 	<p>Rs. 2,500/- p.m.</p>
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This question is applicable to persons having certificate of disability i.e. for code 1 in column 57. If the respondent is availing Disability Pension Scheme, code will be 1 (yes), else code will be 2.

Column 59: Availing Senior Citizen Pension (for age 60+) from GNCTD (Yes-1, No-2):

Delhi Govt. is providing old age financial assistance to the persons having age 60 or more and fulfilling the following eligibility Criteria:

- | |
|--|
| <ol style="list-style-type: none"> 1. Resident of Delhi for minimum 5 years before the date of application, 2. Annual family income of less than Rs 1,00,000 from all sources (including rent, interest/dividends on savings & investments, earnings from farm, property sale proceeds etc.) of the applicant & spouse, 3. The applicant should have a ‘singly-operated’ account in any Bank in National Capital Territory of Delhi only mapped with Aadhaar number of the applicant for receiving the payment through Aadhaar Payment Bridge System (APBS) , 4. Must not be receiving any pension/ financial assistance from Central Govt/ State Govt/ other governmental local bodies or any other source for this purpose. 5. Rate of Monthly pension is Rs 2000 for persons with age 60-69 and Rs. 2500 for persons with age 70 or above. |
|--|

If someone is availing Senior Citizen Pension, code-1 will be entered, otherwise code will be 2.

Column 60: For pregnant women (age-18 or above) whether attending AWC (Yes-1, No-2):

Anganwadi is a type of mother and child care centre in India. They were started by the Indian government in 1975 as part of the Integrated Child Development Services program to combat child hunger and malnutrition. Anganwadi means "courtyard shelter" in Indian languages.

These centres provide supplementary nutrition, non-formal pre-school education, nutrition and health education, immunization, health check-up and referral services of which later three services are provided in convergence with public health systems.

Role of Anganwadi Worker: There are many responsibilities and duties to be performed by an Anganwadi Worker recommended by the government. Some of them are:

1. Organize pre-school activities. Provide health and nutritional education to families especially pregnant women as to how to do breastfeeding practices etc.
2. Motivating families to adopt family planning, educating parents about child growth and development.

Services	Target Group
Supplementary Nutrition	Children below 6 years: Pregnant & Lactating Mother (P&LM)
Immunization	Children below 6 years: Pregnant & Lactating Mother
Health Check-up	Children below 6 years: Pregnant & Lactating Mother
Referral Services	Children below 6 years: Pregnant & Lactating Mother
Pre-School Education	Children 3-6 years
Nutrition & Health Education	Women (15-45 years)

If the respondent (pregnant woman aged 18 years or more) is attending AWC, code 1 (yes) will be given, else code will be 2.

Column 61: For age group 0-6 years- whether attending AWC (Yes-1, No-2):

Anganwadi Programme: Under Integrated Child Development Services, Anganwadi programme is the only major national program that addresses the needs of children under the age of 6 years. It seeks to provide young children with an integrated package of services such as supplementary education, health care and pre-school education.

If the child aged 0-6 years is attending AWC, code 1 (yes) will be given, else code will be 2.

Column- 62: For Adolescent Girls Out- of- school (aged 11-14) - whether attending AWC:

This column will be filled up for Code 2 in Col- 22, age 11-14 in Col-24 and code 2 or 3 in Col-41. Scheme for Adolescent Girls for out of school girls in the age group of 11-14 years is the sub-scheme under Umbrella Scheme “Integrated Child Development Services (ICDS)”.

The broad objectives of the Scheme are to improve the nutritional, health and development status of adolescent girls, promote awareness of health, hygiene, nutrition and family care, link them to opportunities for learning life skills, going back to school, help them gain a better understanding of their social environment and take initiatives to become productive members of the society.

If attending AWC code will be 1, otherwise code 2 will be entered.

Column 63: Whether availing Financial Assistance for Women in Distress from GNCTD (Yes-1, No-2):

Department of Women and Child Development is running two Financial Assistance Schemes for the benefit of women in distress:-

1. Financial Assistance to Women in Distress (Widow Pension)
2. Financial Assistance to Widows for performing marriage of their Daughter and marriage of Orphan girls

1. Financial Assistance to Women in Distress (Widow Pension)

- To provide social security by way of Financial Assistance to Widows, Divorced, Separated, Abandoned, deserted or Destitute women in the age group of 18 years to who have no adequate means of subsistence and are poor, needy and vulnerable.
- The rate of assistance is Rs. 2500 (Two thousand five hundred) per head remitted to the bank account of the beneficiary on a monthly basis through PFMS. The assistance shall become payable from the next month of application.

2. Financial Assistance to Widows for performing marriage of their Daughter and marriage of Orphan girls

- One time financial assistance of Rs. 30,000/- to Widows is given for performing marriage of their Daughter and marriage of Orphan girls.

ELIGIBILITY CRITERIA FOR BOTH THE SCHEMES

- (i) She has been residing in Delhi for more than 5 years preceding the date of application.
- (ii) Her family's annual income does not exceed than Rs. 60,000/- (Rs. sixty thousand).
- (iii) She has a 'singly- operated' account in any bank for receiving the payment through electronic clearing system.
- (iv) She is not receiving any pension from Central Govt./State Govt./MCD and/or NDMC or any other source for this purpose.
Besides the above mentioned criteria the following two criteria are essential under this Scheme:
 - (a) The girl for whose marriage the Financial Assistance is sought, should be major on the date of marriage i.e., above 18 years of age
 - (b) In case of a Widow applicant the Financial Assistance can be granted for performing marriage upto two daughters only.

If the respondent is availing any of the two schemes provided by Delhi Government, Code 1 will be given, otherwise code will be 2.

CHAPTER-3

DETAIL OF ENUMERATION BLOCK, ABRIDGED HOUSE LIST, LAYOUT MAP TO BE USED IN THE FIELD SURVEY

The Census 2011 was conducted in two phases:

First Phase called the House Listing Operations was conducted between April and September 2010. During this phase, each administrative area was divided into **Houselisting Blocks (HLBs)**.

Second Phase of Census 2011 was called Population Enumeration. This was conducted in February-March 2011. Enumeration Blocks (EB) and Sub-Blocks were formed during this field operation. There are 100-120 households with a population of 500-600 persons in an EB/Sub-Block.

Identification of EB: For conducting the present survey, the Field Surveyors are to be assigned particular EB/Sub-Block and will be provided EB Lay out Map and Abridged house list used in Census 2011 for identification /updtation of EB boundary of the Lay out Map of each EB, so that households coming under the geographical location of this EB be covered without omission.

Please note that the HLB number has four digits.

An EB/Sub-Block number will have 5 digits; first 4 digits represent EB and the last digit for the Sub-Block. If there is no Sub Block of a HLB, the first four digits of the EB number will usually be the same as the corresponding HLB number.

Example:

HLB No. 0002 with 01 EB i.e. EB No. 0002-0

HLB No. 0054 with 02 EBs i.e. EB No. 0054-1, 0054-2

However, there may be a few cases where you may find locations which were not covered during the Population Enumeration phase of Census 2011. In such cases, you will have to carve out a new EB or will have to form a Sub-Block in consultation with your Supervisor. A distinct EB Number with or without Sub-Block number will be assigned and the jurisdiction/boundaries will have to be clearly demarcated. You should thoroughly familiarize yourself with the area assigned to you. Please clarify any doubts regarding the EB with your Supervisor.

Your first task is to go around the EB and locate its boundaries prior to start the visit of household for data collection. The details of prominent landmarks, houses, buildings and households will be available in **the AHL and Layout Map provided to you.**

Please locate the starting point usually numbered as “1” in the Layout Map and systematically cover all the inhabitants of the EB without any omission or duplication. Arrow marks on the Layout Map will indicate the direction in which the original Census had been conducted.

Follow the same route. This will make your task much easier and ensure systematic coverage of the area assigned to you.

Abridged House List (AHL)

You will be provided a list of household with the name of the head of the household who was present in the particular EB during the Census 2011, called the Abridged House List (AHL). Since the Census was completed 7 years back, large scale variations from AHL are anticipated. In case large variations are noticed, you should intimate your Supervisor. There are three main sections in AHL. Section 1 comprises the location particulars of the enumeration block like District Name; Village/Town Name along with codes, ward code, EB no. etc. Section 2 depicts the details of name of heads of households along with house number and other particulars that existed at the time of house listing operation (2010). Section 3 contains detail of household that were not present at the time of house listing (2010) but were found during the Census (Population enumeration-2011). Section 2 and section 3 altogether gives the list of all households enumerated during the year 2011. AHL and layout map are provided to enumerator for clear identification of boundaries of the enumeration block allotted to Enumerator.

The details of the Enumeration Block assigned to you are mentioned in your Appointment Letter. Please familiarize yourself with the details. In the rare event that a new EB has to be carved out, please follow the instructions laid down in this Chapter.

ANNEXURE

SPECIMEN OF AHL:



भारत की जनगणना 2011
CENSUS OF INDIA 2011

संक्षिप्त मकानसूची ABRIDGED HOUSELIST

भाग 1
Section 1

पहचान संबंधी विवरण:

Identification particulars:

- (1) राज्य/संघ राज्यक्षेत्र का नाम NCT of Delhi कोड नं. [07]
Name of State/UT Code No.
- (2) जिले का नाम *North West* कोड नं. [01]
Name of the District Code No.
- (3) तहसील/तालुक/पुलिस थाना/विकास खण्ड/
सकिल मण्डल आदि का नाम *Narela* कोड नं. [001]
Name of Tehsil/Taluk/PS/Dev Block/Circal/Mandal etc. Code No.
- (4) नगर/गांव का नाम *D.M.C.W.* कोड नं. [7001]
Name of Town/Village Code No.
- (5) वार्ड संख्या कोड नं. [0021]
Ward Number Code No.
- (6) गणना ब्लाक सं. [0177] उप ब्लाक नं. []
Enumeration Block Number. Sub-Block No.

दो या उससे अधिक गणना ब्लाकों में विभक्त मकानसूचीकरण ब्लाक के मामलों में भरा जाने वाला समता विवरण
Concordance statement to be filled in cases where Houselisting Block has been split into two or more EBs

(यदि मकानसूचीकरण ब्लाक को यथावत रखा गया है तो डैश (-) लगाएं)
(if the Houselisting Block is kept intact, put dashes (-))

यह गणना ब्लाक निम्नलिखित मकानसूचीकरण ब्लाक से बनाया गया है ।
This EB has been carved out from the following Houselisting Block:

मकानसूचीकरण ब्लाक सं. परिवार संख्या : से तक
Houselisting Block No Household numbers: From To

टिप्पण : सामान्यतया मकानसूचीकरण ब्लाकों को यथावत रखा जाना चाहिए
NOTE : Generally Houselisting Blocks should be kept intact

AHL: SECTION 2

CENSUS OF INDIA 2011 (ABRIDGED HOUSELIST)

Particulars:

Name of State/UT..... NCT OF DELHI Code No.

0	7
---	---

 (2) Name of the District..... North West Code No.

0	1
---	---

Name of the Tahsil/Taluk/FS/Dev. Code No.

0	0	1
---	---	---

 (4) Name of Town/Village..... DMC (U) Part Code No.

7	0	0	1
---	---	---	---

Block/Circle/Mandal etc..... Narela

Number of Ward..... Code No.

0	0	2	1
---	---	---	---

 (6) Enumeration Block Number.....

0	1	7	7
---	---	---	---

Household particulars (Columns 2 to 7 of section 2 are to be copied from the relevant houselisting and Housing Census Schedules (HLS):

1	2	3	4	5	6	7	8	9	10
Number from 1. Number at (HLS Col. 1)	Houselisting Block Number (HLS top right most item of Location Particulars)	Building number (HLS Col.2)	Census house number (HLS Col.3)	Purpose for which census house is used (HLS Col.7. Actual Use)	Household number (HLS Col.9)	Name of the head of the household (HLS Col.13)	Serial number of household (start afresh from 1)	Date(s) of visit/ revisit	Remarks
0.1	01	51	51	0		किरण कौल खाली		19-2-11	
0.2	01	52	52	1	0.01	संजाल चौधरी	1	28-2-11	
0.3	01	53	53	1	0.02	अमिता कुमार मिश्रा	2	19-2-11	परिवार सिकराम मुस्कान अपार्टमेंट में खलाशगोद
0.4	01	54	54W	1	0.03	सुनील शर्मा	3	19-2-11	
0.5	01	55	55	3		प्रापटी कार्मल		19-2-11	
0.6	01	56	56	3		दुबान		19-2-11	
0.7	01	57-58	57-68	1	0.04	रतन सिंह	4	19-2-11	
0.8	01	-	-	-		खाली		19-2-11	
0.9	01	59-60	59-60W	1	0.05	राम किशन	5	19-2-11	किरण कौल परिवार आ गया है देवे भाऊ-3कं.सं.मु.प
1.0	01	-	-	-		खाली		19-2-11	
1.1	01	54	54W	1	0.06	संजय कुमार साहू	6	19-2-11 22-2-11 28-2-11	परिवार गांव खलाशगोद
1.2	01	61	61W	1	0.07	कुलदीप साहू	7	19-2-11	

AHL: SECTION 3

भारत की जनगणना 2011
CENSUS OF INDIA 2011

संक्षिप्त मकानसूची ABRIDGED HOUSELIST

पहचान संबंधी विवरण:

Identification particulars:

(1) राज्य/संघ राज्यक्षेत्र का नाम NCT of Delhi कोड नं. 0 7
Name of State/UT Code No.

(2) जिले का नाम North West कोड नं. 0 1
Name of the District Code No.

(3) तहसील/तालुक/पुलिस थाना/विकास खण्ड/
सकिल मण्डल आदि का नाम Narela कोड नं. 0 0 1
Name of Tehsil/Taluk/PS/Dev Block/Circal/Mandal etc. Code No.

(4) नगर/गांव का नाम D.M.C.U कोड नं. 7 0 0 1
Name of Town/Village Code No.

(5) वार्ड संख्या कोड नं. 0 0 2 1
Ward Number Code No.

(6) गणना ब्लॉक सं. 0 1 7 7 उप ब्लॉक नं. -
Enumeration Sub-Block No.
Block Number.

खण्ड-3 : खण्ड 2 का परिशिष्ट (खण्ड 2 में शामिल नहीं किए गए किन्तु प्रगणक द्वारा जनगणना के दौरान पाए गए भवनों/जनगणना मकानों/परिवारों को दर्ज करने के लिए)

SECTION 3: Addenda to Section 2 (To record buildings/ census houses/ households not covered in Section 2 but found by the enumerator during Population Enumeration):

क्रम सं. (खण्ड 2 अन्तिम पृष्ठ से जारी) Serial number (continue from last page of Section 2)	मकानसूचीकरण ब्लाक सं. (खण्ड 3 के लिए लागू नहीं) Houselisting Block Number (not applicable for Section 3)	भवन सं. Building number	जनगणना संख्या Census house number	जिस उद्देश्य के लिए भवन का उपयोग किया जा रहा है। (वास्तविक उपयोग लिखें) Purpose for which census house is used (Describe Actual use)	परिवार संख्या खण्ड 3 के लिए लागू नहीं Household number (not applicable for Section 3)	परिवार के मुखिया का नाम (पूरा नाम लिखें) Name of the head of household (with full name)	परिवार की क्रम संख्या (खण्ड 2 के अन्तिम पृष्ठ से जारी) Serial number of household (continue from last page of Section 2)	दौर/पुनः दृष्टि की तिथि (यदि दोबारा दृष्टि की जाए) Date (s) of visit/revisit	अनुमति/टिप्पणियाँ Remarks
1	2	3	4	5	6	7	8	9	10
56		38	38	आवास		दिलीप	38	23-2-11	क्र.सं. 218 से नजदीक
57		39	39	आवास		अबुलकलाम	39	28-2-11	नया परिवार क्र.सं. 4
58		40	40	आवास		महेश शिंदे	40	28-2-11	नया परिवार क्र.सं. 35
59		41	41	आवास		अजय शर्मा	41	3-3-11	नया परिवार क्र.सं. 9
				आवास		अजय शर्मा		3-3-11	शुद्ध

LAYOUT MAP

NJ-0003

3

CENSUS OF INDIA 2011

This is an important Census document. Please draw this map neatly and correctly.

LAYOUT MAP

Population Enumeration

Name of State/UT: NCT DELHI Code No. 07
 Name of District: North West Code No. 01
 Name of Tahsil/Taluk/PS/Constituent Vihar: Constituent Vihar Code No. 002
 Name of Town/Village: DMCV Code No. 7001
 Number of Ward: 0050 Code No. 0050
 Enumeration Block No. & Sub-Block No.: 0003-

LEGEND

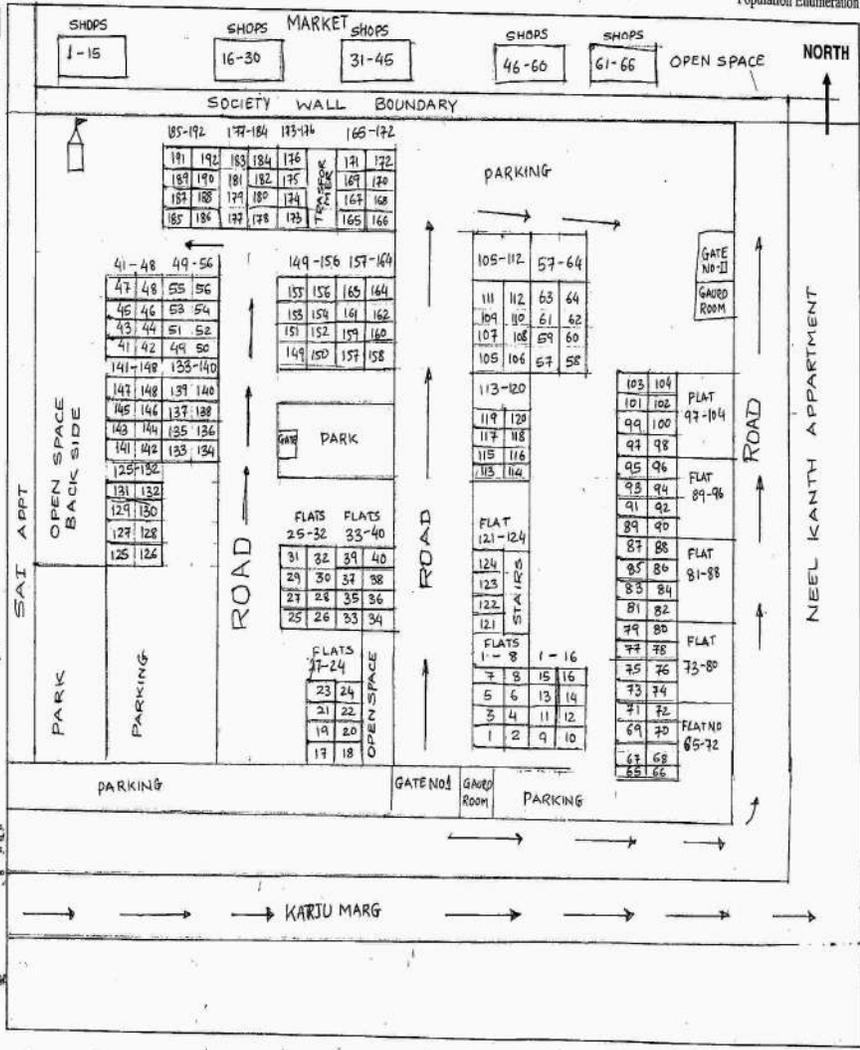
Block Boundary:

Note: Please give the number name of neighbouring housing/population enumeration blocks or villages on all the four directions (north, east south and west) of layout map.

- Pucca Building (with number): Residential Non-residential
 Kutcha Building (with number): Residential Non-residential
 Pucca road
 Kutcha Road
 Pathway
 Railway Line
 River
 Canal
 Pond
 Well/Tap/Handpump
 Temple, Mosque, Church, Gurdwara, etc.
 School, Dispensary, Parachayat Ghar, Post Office, etc.

Note: (i) Please write the name of prominent roads, streets, mohallas, etc. in the Block. Also indicate the names of institutions like Temples, Schools, Dispensaries, Parachayat Ghar, Post Offices, etc.
 (ii) Please indicate by an arrow the direction in which the numbering has been done in the block.

Name of Enumerator: Bhavna Saxena
 Signature with date: [Signature] 7/3/11
 Name of Supervisor: Inspector RAJESH KUMAR
 Dated signature of Supervisor: [Signature]



STATE CODES

Sl. No.	State Name	State Code
1	Jammu and Kashmir	01
2	Himachal Pradesh	02
3	Punjab	03
4	Chandigarh	04
5	Uttarakhand	05
6	Haryana	06
7	Delhi	07
8	Rajasthan	08
9	Uttar Pradesh	09
10	Bihar	10
11	Sikkim	11
12	Arunachal Pradesh	12
13	Nagaland	13
14	Manipur	14
15	Mizoram	15
16	Tripura	16
17	Meghalaya	17
18	Assam	18
19	West Bengal	19
20	Jharkhand	20
21	Odisha	21
22	Chattisgarh	22
23	Madhya Pradesh	23
24	Gujarat	24
25	Daman and Diu	25
26	Dadra and Nagar Haveli	26
27	Maharashtra	27
28	Andhra Pradesh (Before)	28
29	Karnataka	29
30	Goa	30
31	Lakshadweep Islands	31
32	Kerala	32
33	Tamil Nadu	33
34	Pondicherry	34
35	Andaman and Nicobar Islands	35
36	Telangana	36
37	Andhra Pradesh (New)	37
38	Country other than India	99

**GOVERNMENT OF NCT OF DELHI
DIRECTORATE OF ECONOMICS AND STATISTICS**

Socio Economic Profile of Households in Delhi-2018

Block (A) Location Particulars	(A.1) District		(A.2) Local Body **		(A.3) Ward (Old)		(A.4) Ward (New)	
	Code		Code				Code	
A.5	EB No.		A.6 Village/Town code					
	(Census)		(Census)					

Block (B) Detail of House

B.1 House No

B.1.1 Floor Number

B.1.2 Gali No. and Name

B.1.3 Block/ Pocket/ Mohalla Name

B.2 Use of House(Code)

B.3 Ownership status of House (Code) **B.4 Location of House: (Code)**

B.5 Number of Dwelling Rooms

B.6 Household Serial No **B.7 Household Size**

B.8 Average monthly Expenditure of Household(in Rs.)

Block (C) Particular of Household Amenities and Assets (All fields are mandatory other than Col-11)

Major Source of Drinking water (Code)	For code 1 in col- 1, Functional water meter available (Yes-1, No-2)	Electric Connection available (Yes-1/ No-2)	If Yes-1 in Col- 3, Sanctioned Load of electricity (Code)	If yes-1 in Col- 3, Average monthly Consumption of Electricity (Code)	If Code in item B.3 is '1', Whether space available for installing Solar Panel (Yes-1, No-2)	Access of household to latrine (Code)	If code-1 in Col-7, Type of latrine (code)	Availability of Sewerage facility connected to DJB network (Yes-1, No-2)	Having Ration Card (Food Security Card) (Yes-1, No-2)	If Yes-1 in Col-10, Ration Card Number (Optional)	For code-1 in col- 10, Whether availing ration (Yes-1, No-2)	A.C. (Yes-1, No-2)	Telephone/ Mobile phone: landline only=1, mobile only=2, both=3, No-4	For code 1, 2 & 3 in Col- 14, Internet facility available- Yes-1, No-2	Computer/ Laptop: Yes=1, without internet=2, No=3	Having Motorized Vehicle (For Household purpose) (Code)	Having Vehicle for Commercial Use (Code)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18

**Code for item A.2 North MCD-1, South MCD-2, East MCD-3, NDMC-4, Delhi Cantt.-5

Health						Status of Disable Person		
Pregnancy Status of married woman (age 18 years & above) - pregnant (Yes-1, No-2)	If code-1 in Col-50, Whether availing anti-natal medical care- (Yes-1 or no-2)	For age group 0-5 years- Status of vaccination (Received/ Receiving-1, Not received in full-2, No-3)	Having Chronic illness (Code)	Medical Treatment taken usually from: Govt. hospital/ Dispensaries-1, Pvt. Hospital/ clinic-2	Having Health Insurance (Yes-1, No-2)	Disability (Code)	For code 1 to 8 in Col-56, Whether having a Certificate of Disability (Yes-1, No-2)	For code 1 in Col-57, Whether availing Financial Assistance to Persons with spl. Needs from GNCTD (Yes-1, No-2)
50	51	52	53	54	55	56	57	58

Social & Family welfare Issues				
Availing Senior Citizen pension (for age 60+) from GNCTD (Yes-1, No-2)	For pregnant women (age-18 or above) whether attending AWC (Yes-1, No-2)	For age group 0-6 years- Whether attending AWC (Yes-1, No-2)	For Adolescent Girls out of School (i.e. Code 2 in Col- 22, age 11-14 in Col-24 and code 2 or 3 in Col-41), Whether attending AWC (Yes-1, No-2)	Whether availing Financial Assistance for Women in distress from GNCTD (Yes-1, No-2)
59	60	61	62	63

Informant Name and Mobile Number

Particulars of Code	
Col/Item	BLOCK- B
B.2	Use of House: Residential-1, Residence -cum-commercial-2, Residential cum other use-3
B.3	Ownership Status of House : Owned-1, Rented-2, Others-3
B.4	Location of House: Approved colony-1, regularized unauthorized colony-2, unauthorized colony-3, Resettlement Colony-4, JJ cluster/ slum basti -5, Urban Village-6, Rural village-7
BLOCK-C	
Col-1	Major Source of drinking water: Tap water within premises-1, Tap Water outside the premises-2, Tanker (Govt.)-3, Tanker (Pvt.)-4, Tubewell-5, Hand Pump-6, bottled water-7, Other sources-8
Col-4	Sanctioned Load of electricity: upto 2 KW-1, 2 to 5 KW-2, 6 to 8 KW-3, 9 to 15 KW-4, 16 to 25 KW-5, more than 25 KW-6
Col-5	Average monthly Consumption of Electricity : 0-200 units-1, 201-400 units-2,401-600 units-3,601-800 units-4, more than 800 units-5
Col-7	Access of household to latrine : In the household premises-1 ,Public/ community latrine-2, Open defecation-3
Col-8	Type of Latrine: Flush/pour to Piped Sewer system-1, Flush/pour to Septic tank-2, Flush/pour to Pit -3, Flush/pour to Open drain/area-4, Others-5
Col-17	Having Motorized Vehicle (For Household purpose): Two wheeler-1, Four wheeler-2, Both two and four wheeler-3, Other Motorized vehicle-4, No vehicle-5
Col-18	Having Vehicle for Commercial Use: Four wheeler (Taxi)-1, Auto rickshaw (CNG)-2, E- Rickshaw- 3, Cycle Rickshaw-4, Any Other- 5, No Vehicle-6
BLOCK-D	
Col-21	Relationship to Head- Self-01, spouse of Head-02, married child-03, spouse of married child-04, unmarried child-05, grand child-06, father/mother-07, father-in law/mother-in-law-08, brother/sister-09, brother-in-law/ sister-in-law-10, other relative-11, other non-relatives-12
Col-28	Religion: Hindu-1, Muslim-2, Sikh-3, Jain-4, Christian-5, Buddhist-6, Other-7, No religion-8
Col-30	Period of Residency in Delhi in completed years- 1 year-1, 1 to 4 years-2, 5 to 9 years-3, 10 to 19 -4, 20 & above-5
Col-31	Origin State: Code as per list
Col-34	Use of major means of transport for travelling to work place/ educational institution/other works Public Bus-01, Metro Rail-02, Hired Taxi/Auto -03, Shared- Auto/ E-Rickshaw-04, Personal two-wheeler- 05, Personal-four wheeler-06 , Bicycle-07, Cycle Rickshaw-08 ,On Foot (Walking) -09, Others-10
Col-36	Broad Category of work/activity: Self-employed in agriculture/ live stock-01, Own/operate non-agricultural enterprise (Registered with Govt)-02, Own/operate non-agricultural enterprise (not Registered with Govt)-03, Regular wage/salary -Govt./PSU-04, regular wage/ salary -Pvt- 05, Construction worker/ plumber- 06, Vendor/ vegetable & fruit seller etc without shop –07, domestic servant-08, Cycle Rickshaw puller-09, Other casual wage labour/ contractual worker -10, Unemployed (Seeking or available for work)-11, Others (pensioner/ rentier/ remittance/non-workers etc.)-12.
Col-39	Highest level of Education attained : Illiterate-01, literate but below primary-02, Primary-03, middle-04, Secondary-05, higher secondary-06, Diploma-07, graduate -08, Post Graduate or higher-09, other-10 (specify)
Col-40	Type of course in Graduation / Post Graduation: Arts-1, Commerce-2, science-3, Technical -4, Business Administration-5, Medical-6, Others-7
Col-41	Status of enrolment in educational institution: <u>Attending</u> -1, <u>not attending</u> : attended before -2, never attended-3
Col-42	Type of Institution/School Attending: <u>Within Delhi:</u> <u>For School:</u> Delhi Govt.-01, MCD-02, NDMC-03, Central -04, Govt. aided Pvt. institution -05, other Pvt. institution- recognized-06, Pvt. un - recognized-07, <u>For College:</u> Under Central University-08, State University - GGSIPU-09, Ambedkar University-10, Delhi Technical University-11, NSIT-12, National Law University-13, DPSRU-14, IGIT-15, IIT-16, Pvt. College/ University-17, Spl. Institution for Disable- 18, Others-19 (Vocational, etc.) Out- side Delhi- 20

(Continued)

Col/Item	Particulars of Code
Col-44	Class or level of current enrolment: Class-I -01, Class-II -02, Class-III -03, Class-IV -04, Class-V -05, Class-VI -06, Class-VII -07, Class-VIII -08, Class-IX-09, Class-X-10, Class-XI -11, Class-XII -12, Graduate-13, Post Graduate and higher-14, Diploma/vocational etc.-15, Below Class I-99
Col-45	Reason for drop - out/ discontinuity/ never attended: Desired level Achieved-1, Financial Constraint-2, engagement in domestic duties-3, engagement in economic activities-4, other reasons-5
Col-48	Field of course/ training: aerospace and aviation-01, agriculture, non - crop based agriculture, food processing-02, allied manufacturing-gems and jewellery, leather, rubber, furniture and fitting, printing-03, artisan/craftsman/handicraft/creative arts and cottage based production-04, automotive-05, beauty and wellness-06, chemical engineering, hydrocarbons, chemicals and petrochemicals-07, civil engineering-construction, plumbing, paints and coating-08, electrical, power and electronics-09, healthcare and life sciences-10, hospitality and tourism-11, iron and steel, mining, earthmoving and infra building-12, IT-ITeS-13, logistics-14, mechanical engineering-capital goods, strategic manufacturing-15, media-journalism, mass communication and entertainment-16, office and business related work-17, security-18, telecom-19, textiles and handlooms, apparels-20, work related to childcare, nutrition, pre-school and creche-21, other-22 (specify).
Col-53	Having Chronic illness: Cancer-01, TB-02, Leprosy-03, Respiratory disease/ Asthma-04, Diabetes-05, Cardiac/ Hypertension /Blood Circulatory Disease-06,HIV/AIDS-07, Thalassemia- 08, Hemophilia-09, Other illness-10, No chronic illness-11
Col-56	Disability : In seeing-1, In hearing-2, In speech-3, In movement-4, Mental retardation-5, Mental illness-6, Other disability-7, Multiple disability-8, Not disabled-9