



क्षेत्र कर्मचारियों के लिए अनुदेश
Instructions to Field Staff

खण्ड / Volume – II

समाजार्थिक सर्वेक्षण
SOCIO - ECONOMIC SURVEY

Time Use Survey
समय के उपयोग का सर्वेक्षण
(जनवरी 2019 – दिसम्बर 2019)
(JANUARY 2019 – DECEMBER 2019)

पूछताछ की अनुसूचियाँ / SCHEDULES OF ENQUIRY

अनुसूची 0.0T : परिवारों की सूची
Schedule 0.0T : List of Households
अनुसूची 10.6 : समय के उपयोग
Schedule 10.6 : Time Use

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National Sample Survey Office
सांख्यिकी और कार्यक्रम कार्यान्वयन मंत्रालय
Ministry of Statistics and Programme Implementation
भारत सरकार
Government of India

अक्टूबर 2018
October 2018

RURAL	*
URBAN	

**GOVERNMENT OF INDIA
NATIONAL SAMPLE SURVEY OFFICE
SOCIO-ECONOMIC SURVEY
TIME USE SURVEY 2019
SCHEDULE 0.0T: LIST OF HOUSEHOLDS**

CENTRAL

[0] descriptive identification of sample FSU	
1. state / u.t.:	5. investigator unit no:
2. district:	6. block no:
3.sub-district/ tehsil/ town*:	7. sample sub-unit (SU) number:
4.village name:	

[1] identification of sample FSU											
item no.	item	code				item no.	item	code			
1.	serial number of sample FSU					8.	sub-round				
2.	schedule number	0	0	T		9.	frame code				
3.	survey year	2	0	1	9	10.	population of village/number of households of UFS block [@]				
4.	sector (rural-1, urban-2)					11.	approximate present population [#]				
5.	NSS region					12.	total number of SUs to be formed (D) <i>(to be copied from sample list)</i>				
6.	stratum					13.	survey code				
7.	sub-stratum					14.	reason for substitution of original sample (code) (for codes 4 – 7 in item 13)				

items 1, 4 – 10 and 12 are to be copied from the sample list

CODES FOR BLOCK 1

item 9: **frame code:** rural: 2011 census – 16
urban: 2007–12 UFS – 15, 2012–17 UFS – 17

item 13: **survey code:** *selected FSU:* surveyed:
inhabited – 1, uninhabited – 2, zero case – 3
originally selected FSU not surveyed but substitute FSU surveyed:
inhabited – 4, uninhabited – 5, zero case – 6
selected FSU casualty – 7

item 14: **reason for substitution of original sample (code):** *sample FSU:*
not identifiable/traceable – 1
not accessible – 2
restricted area (not permitted to survey) – 3
others (specify) – 9

* tick mark (√) may be put in the appropriate place

[@] Census 2011 population for entire village (in which the SU is located) and number of households in the entire UFS block (in which the SU is located) as per the latest UFS frame

[#] approximate present population of the entire village/UFS block (in which the SU is located)

[2] particulars of field operations										
srl. no.	item		junior statistical officer (JSO)/ field investigator (FI)				senior statistical officer (SSO)/ field officer (FO)			
(1)	(2)		(3)				(4)			
1(a).	(i) name (block letters)									
	(ii) code									
	(iii) signature									
1(b).	(i) name (block letters)									
	(ii) code									
	(iii) signature									
2.	Date(s) of:		DD	MM	YY	DD	MM	YY		
	(i) commencement of survey/ inspection									
	(ii) completion of survey / inspection									
	(iii) receipt									
	(iv) scrutiny									
	(v) despatch									
3.	number of additional sheet(s) attached									
4.	whether any remark has been entered by JSO/FI/ supervisory officer (yes-1, no-2)	(i) in block 8 / 9								
		(ii) elsewhere in the schedule								

[7] remarks by investigators (JSO/FI)

[8] comments by supervisory officer(s)

[3]sketch map for sub-units (SU) formation

A large, empty rectangular box with a black border, intended for sketching a map for sub-units (SU) formation. The box occupies most of the page below the header and the text label.

[4.1] list of hamlets (only for villages with SU formation)			[4.2] list of sub-units (SU) and identification of selected SU			
			D =			
serial number	name of hamlet	% of population	serial no. of SU	serial no. of hamlet(s) in the SU (rural only)	% of population in the SU	selected SU #
(1)	(2)	(3)	(1)	(2)	(3)	(4)
total		100	total		100	

'1' to be entered in col. (4) against selected SU and corresponding serial no. of selected SU to be encircled in col. (1)

[6] particulars of sampling of households							
schedule	population	number of households					
		listed (H)	selected (h)	surveyed			casualty [col.4 – col.7]
				originally selected	substituted	total [col. 5 + col. 6]	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
10.6							

[5] list of households and record of selection of households - for Schedule 10.6				
house number	household serial number H=	name of head of the household	household size	sample household number h=
(1)	(2)	(3)	(4)	(5)
page total				
cumulative page total				

RURAL	*
URBAN	

GOVERNMENT OF INDIA
NATIONAL SAMPLE SURVEY OFFICE
SOCIO-ECONOMIC SURVEY
TIME USE SURVEY: JANUARY, 2019 - DECEMBER, 2019

CENTRAL

SCHEDULE 10.6: TIME USE

[0] descriptive identification of sample household			
1. state/u.t.:		5. investigator unit number /block number:	
2. district:		6. sample sub-unit (SU) number	
3. sub-district/tehsil/town* :		7. name of head of household:	
4. village name:		8. name of informant:	

[1] identification of sample household								
item no.	item	code				item no.	item	code
1.	srl. no. of sample FSU					5.	serial number of informant # (as in column 1 of block 3)	
2.	schedule number	1	0	6		6.	response code	
3.	survey year	2	0	1	9	7.	survey code	
4.	sample household number					8.	reason for substitution of original household (code)	

CODES FOR BLOCK 1

item 6: **response code**: informant: co-operative and capable -1, co-operative but not capable -2, busy -3, reluctant -4, others -9.

item 7: **survey code**: original -1, substitute -2, casualty -3.

item 8: **reason for substitution of original household**: informant busy -1, members away from home -2, informant non-cooperative -3, others -9.

* tick mark (✓) may be put in the appropriate place.

#if the informant is not a household member, code 99 will be recorded.

CODES FOR BLOCK 3

col. (3): relation to head: self -1, spouse of head -2, married child -3, spouse of married child -4, unmarried child -5, grandchild -6, father/mother/father-in-law/mother-in-law -7, brother/sister/brother-in-law/sister-in-law/other relatives -8, servants/ employees/ other non-relatives -9

col. (6): marital status: never married – 1, currently married – 2, widowed – 3, divorced/separated – 4

col. (7) : highest level of education: not literate: -01, literate: below primary-02, primary -03, upper primary/middle -04, secondary -05, higher secondary -06, diploma /certificate course (up to secondary)-07, diploma/certificate course (higher secondary)-08, diploma/certificate course(graduation & above) -10, graduate -11, post graduate and above -12.

col. (8): status code:

worked in household enterprise (self-employed): own account worker -11, employer-12, worked as helper in household enterprise (unpaid family worker) -21; worked as regular salaried/ wage employee -31, worked as casual wage labour: in public works -41, in other types of work -51; did not work but was seeking and/or available for work -81, attended educational institution -91, attended domestic duties only -92, attended domestic duties and was also engaged in free collection of goods (vegetables, roots, firewood, cattle feed, etc.), sewing, tailoring, weaving, etc. for household use -93, rentiers, pensioners , remittance recipients, etc. -94, not able to work due to disability -95, others (including begging, prostitution, etc.) -97.

col. (10): industry: 2-digit code (excluding 98) as per NIC -2008.

[4] household characteristics	
1.	household size
2.	religion (code)
3.	social group (code)
4.	land possessed as on date of survey (code)
household's usual monthly consumer expenditure (Rs.): items 5 to 9	
5.	usual consumer expenditure in a month for household purposes out of purchase (A)
6.	imputed value of usual consumption in a month from home grown stock (B)
7.	imputed value of usual consumption in a month from wages in kind, free collection, gifts, etc. (C)
8.	expenditure on purchase of household durables during last 365 days (D)
9.	usual monthly consumer expenditure: [A + B + C +(D/12)]
10.	primary source of energy for cooking during last 30 days preceding the date of survey [codes: firewood and chips-01, LPG-02, other natural gas -03, dung cake-04, kerosene-05, coke or coal-06, gobar gas-07, other biogas -08, charcoal-10, electricity(incl. generated by solar or wind power generators) -11, no cooking arrangement-12, others-19]
11.	primary source of energy for lighting during last 30 days preceding the date of survey [codes: electricity incl. generated by solar or wind power generators -1, kerosene-2, other oil -3, gas-4, candle-5, no lighting arrangement-6, others-9]
12.	type of washing of clothes considering major source during last 30 days preceding the date of survey [codes: mechanical by household members -1, manual by household members-2, by outsourcing-3]
13.	type of sweeping of floor considering major source during last 30 days preceding the date of survey [mechanical by household members-1, manual by household members-2, by outsourcing-3]
14.	type of structure of the dwelling unit (code: households with dwelling unit: kutcha-1, semi pucca-2, pucca-3; no dwelling- 9)
15.	is there at least one member of age 5 years and above needing special care but no care giver is available among the household members? (yes-1, no-2)
Note: 1. For recording information in items 5, 6 and 7, usual monthly consumption will mean expenditure is incurred/consumption took place with a monthly regularity.	
2. Ensure that the figures reported in item 5 are not reported again in any of the items 6, 7 or 8.	

CODES FOR BLOCK 4

item 2: religion : Hinduism-1, Islam-2, Christianity -3, Sikhism-4, Jainism-5, Buddhism-6, Zoroastrianism-7, others-9

item 3: social group : scheduled tribe-1, scheduled caste-2, other backward class-3, others-9

item 4:land possessed:

<i>area in hectare</i>	<i>code</i>	<i>area in hectare</i>	<i>code</i>
<i>less than 0.005</i>	<i>01</i>	<i>2.01 – 3.01</i>	<i>07</i>
<i>0.005 - 0.02</i>	<i>02</i>	<i>3.01 - 4.01</i>	<i>08</i>
<i>0.02 - 0.21</i>	<i>03</i>	<i>4.01 - 6.01</i>	<i>10</i>
<i>0.21 - 0.41.....</i>	<i>04</i>	<i>6.01 - 8.01</i>	<i>11</i>
<i>0.41 - 1.01</i>	<i>05</i>	<i>greater than or equal to 8.01.....</i>	<i>12</i>
<i>1.01 – 2.01</i>	<i>06</i>		

Note: 1 acre = 0.4047 hectare, 1 hectare=10,000 square metre

[if the sample household does not possess any land, code '99' will be recorded in item 4]

[5] some particulars relating to time use for each household member of age 6 years and above from 4:00 AM on the day before the date of interview to 4:00 AM on the day of the interview		
Item	item description	
1.	srl. no. of member (as in col. 1, block 3)	
2.	age (years) (as in col. 5, block 3)	
3.	name of the informant	
4.	relationship of the informant with the household member (code: <i>informant: self-1, other household members-2, not a member of the household but closely associated with the household -3; information cannot be collected - NR</i>)	
5.	day of week (code: <i>Monday – 1, Tuesday – 2, Wednesday – 3, Thursday – 4, Friday – 5, Saturday – 6, Sunday – 7</i>)	
6.	type of the day (code : <i>normal day – 1, other day-2</i>)	
7.	response code (code: <i>cooperative – 1, non-cooperative – 2</i>)	

Codes for Block 6:

col. 11: where the activity was performed: *within premises of the dwelling unit of the selected household -1,*

outside premises of the dwelling unit of the selected household:

in fixed location -2, in non-fixed location-3

col. 12: unpaid/paid status of the activity:

not for payment:

self development/ self care/ self maintenance, etc. - 01, care for children, sick, elderly, differently-abled persons in own households – 02, production of other services (except care activities as covered in code 02) for own consumption -03, production of goods for own consumption-04, voluntary work for production of goods in households-05, voluntary work for production of services in households-06, voluntary work for production of goods in market/non-market units-07, voluntary work for production of services in market/non-market units-08, unpaid trainee work for production of goods-09, unpaid trainee work for production of services-10, other unpaid work for production of goods-11, other unpaid work for production of services-12

for payment:

self-employment: for production of goods-13, for production of services-14;

regular wage/ salary: for production of goods-15, for production of services-16;

casual labour: for production of goods-17, for production of services-18.

col. 13: enterprise type: *proprietary – 1, partnership -2, Government/local body-3, Autonomous Bodies- 4, Public/Private limited company-5, Co-operative societies-6, trust/other non-profit institutions -7, employer's households (i.e., private households employing maid servant, watchman, cook, etc.) -8, others -9.*

[2] particulars of field operations									
srl. no.	item	field investigator (FI)/ Junior Statistical Officer (JSO)				Field Officer (FO)/ Senior Statistical Officer (SSO)			
(1)	(2)	(3)				(4)			
1(a).	(i) name (block letters)								
	(ii) code								
	(iii) signature								
1(b).	(i) name (block letters)								
	(ii) code								
	(iii) signature								
2.	date(s) of:	DD	MM	YY	DD	MM	YY		
	(i) survey/ inspection								
	(ii) receipt								
	(iii) scrutiny								
	(iv) despatch								
3.	number of additional sheet(s) attached								
4.	total time taken to canvass the schedule by the team of investigators (FI/JSO) (in minutes) [no decimal point]								
5.	number of investigators (FI/JSO) in the team who canvassed the schedule								

[7] remarks by investigator (FI/ JSO)

[8] comments by supervisory officer(s)

[9] details of remarks in the Schedule

whether schedule contains remarks:	(i) in Block 7 by the Field Investigator (FI) / Junior Statistical Officer (JSO) (yes-1, no-2)	
	(ii) in Block 8 by the supervisory officer(s) (yes-1, no-2)	
	(iii) anywhere in the Schedule by the Field Investigator (FI) / Junior Statistical Officer (JSO) (yes-1, no-2)	
	(iv) anywhere in the Schedule by the supervisory officer(s) (yes-1, no-2)	