

क्षेत्र कर्मचारियों के लिए अनुदेश Instructions to Field Staff

खण्ड / Volume – II

समाजार्थिक सर्वेक्षण Socio-Economic Survey

समय के उपयोग का सर्वेक्षण Time Use Survey

(जनवरी 2024– दिसम्बर 2024) (January 2024 - December 2024)



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

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

> दिसम्बर 2023 December 2023

CENTRAL

RURAL *

GOVERNMENT OF INDIA NATIONAL STATISTICAL OFFICE SOCIO-ECONOMIC SURVEY TIME USE SURVEY-2024 JANUARY 2024 - DECEMBER 2024

SCHEDULE 0.0T: LIST OF HOUSEHOLDS

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

	erial number of sample FSU		item code/number		item no.	item	(cod	e/nu	mbe	er	
2. sci						9.	FOD sub-region code					
	chedule number	0	0		T	10.	frame code					
3. su	urvey year	2	0	2	4	11.	population of village or number of households of UFS block@					
						12.	approximate present population#					
4. sector (rural-1, urban-2)					13.	total number of SUs to be formed (D) (to be copied from sample list)						
5. NS	NSS region code					14.	survey code					
6. str	tratum number			•		15.	reason for substitution of original sample (code) (for codes 4 – 7 in item 14)					
7. su	ub-stratum number											
8. su	ub-round number											

items 1, 4 - 11 and 13 are to be auto populated in CAPI

CODES FOR BLOCK 1

item 10: frame code: rural: 2011 census – 16

urban: 2007-12 UFS - 15, 2012-17 UFS- 17, 2017-22 UFS-18

item 14: 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 15: 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

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

^{*}tick mark ($\sqrt{}$) 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 UFS frame

[2] pa	rticulars of field opera	ntions								
srl.		item			stical o			r statistical		
no. (1)		(2)	(JSO)/s		enumer	ator (SE)	(SSO)/survey supervisor (SS) (4)			
(1)	(i) name (block letters)				(3)			(4)		
1(a).	(ii) code									
	(iii) signature									
	(i) name (block letters))								
1(b).	(ii) code						-			
	(iii) signature									
	Date(s) of:		DD	N	ИΜ	YY	DD	MM	YY	
	(i) commencement of									
	(ii) completion of surv									
2.	(iii) receipt									
	(iv) scrutiny									
	(v) despatch									
3.	total time taken to c team of enumerators ((in hours) [no decima									
4.	whether any remark has been entered by	(i) in block 7 / 8								
т.	JSO/FI/ supervisory officer (yes-1, no-2)	JSO/FI/ supervisory (ii) also where in the								

[7] remarks by JSO/FI
8] comments by supervisory officer(s)

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

[3.1]sketch map of Sub-division formation	

[4.1] list of hamlets (only for rural samples with SU formation)			[4.2] list of sub-units (SU) and identification of selected SU						
with SU	iormation)		D=						
serial no.	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				

[4.2 A] identification of selected sub-unit and formation of sub-division						
1. sample sub-unit (SU) number:						
2. approximate present population of selected sub-						
unit:						
3. number of sub-divisions to be formed:						

[4.3] list of Sub-divisions of selected SU with population equal to or more than 1500 (750 for special cases) and selection and identification of selected Sub-division								
SU no. =	$\mathbf{D}_1 =$							
serial no. of Sub- division	% of population in the Sub-division	selected Sub-division						
(1)	(2)	(3)						
total	100							

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

	[5] list	0.6	Sch	
house number	household serial number H=	name of head of the household	household size	sample household number h=
(1)	(2)	(3)	(4)	(5)
(1)	(2)	(0)	(.)	(8)
		page total		
		cumulative page total		

RURAL	*
URBAN	

GOVERNMENT OF INDIA NATIONAL STATISTICAL OFFICE SOCIO-ECONOMIC SURVEY

CENTRAL

TIME USE SURVEY: JANUARY, 2024 - DECEMBER, 2024

SCHEDULE 10.6: TIME USE

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

[1] ide	ntification of sample househol	d						
item	item	code				item	item	code
no.						no.		
1.	srl. no. of sample FSU			8.	response code			
2.	schedule number	1	(0	6	9.	survey code	
3.	survey year	2 0 2 4		10	reason for substitution of original household (code)			
4.	sample sub-unit (SU) number					11.	telephone number	
5.	sample Sub-Division number					11.1	mobile number	
6.	sample household number				11.2	alternative mobile number		
7.	serial number of informant # (as in column 1 of block 3)					11.3	land line (with STD code) [add the STD code in bracket without zero]	

CODES FOR BLOCK 1

- item 8: response code: informant: co-operative and capable -1, co-operative but not capable -2, busy -3, reluctant -4, others -9.
- item 9: survey code: original -1, substitute -2, casualty -3.
- item 10: **reason for substitution of original household**: informant busy -1, members away from home -2, informant non-cooperative -3, others -9.

^{*} tick mark ($\sqrt{\ }$) may be put in the appropriate place.

[#]if the informant is not a household member, code 990 will be recorded.

srl. no.	name	relation- ship to	gender	age (years)	marital status	highest level of	usual principal activity particulars of household members of age 6 years and above					
		head (code)	(male-1, female-2,		(code)	education (code)	status	for codes 11 to	51 in col. 8			
		3)	transgender- 3)				status code	description of the industry of work	industry of work (2-digit code of NIC-2008)			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)			

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.

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:

area in acre	code	area in acre	code
less than 0.01	01	5.0 – 7.5	07
0.01 - 0.05	02	7.5 – 10.0	08
0.05 - 0.5	03	10.0 – 15.0	10
0.5 – 1.0	04	15.0 – 20.0	11
1.0 – 2.5	05	greater than or equal to 20	12
2.5 – 5.0	06		

Note: $1 \ acre = 0.4047 \ hectare$,

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

4] h	ousehold characteristics	_
	household size	
	religion (code)	
	social group (code)	
	land possessed as on date of survey (code)	Ī
ous	ehold's usual monthly consumer expenditure (Rs.): items 5 to 10	
	What is the usual consumer expenditure in a month for household purposes out of purchase of goods and	_
	services excluding items like clothing, footwear, durable goods (A): make entry in whole number of rupees	
	[Include:	
	• all regular monthly expenditure incurred by the household for purchase of goods and services for	
	household purposes.	
	• Recurring expenses on telephone bill, electricity bills, etc. which are to be paid once in two months/	
	quarterly, etc. will be apportioned and reported for a month	
	Exclude:	
	• Any expenditure made by the household for purchase of durable goods.	
	• Unusual expenditures, such as, expenditure on social ceremonies, capitation fee, hospitalization, etc.	
	• Any expenses made on items like clothing, footwear, etc.]	
	What is the imputed value of usual consumption in a month from home grown stock like, rice, cereals,	
	pulses, vegetables, milk, firewood, chips, cow dung, etc. (B): make entry in whole number of rupees	
	[If home grown stocks are used on regular basis, the imputed value of such usual consumption in a month at	
	ex-farm/ex-factory price will be recorded]	
	What is the imputed value of usual consumption in a month from wages in kind, free collection, gifts, etc.	
	(C): make entry in whole number of rupees	
	[For wage/salaried employees these include free electricity, free telephone services, free medical services,	
	etc. For agricultural labourers these include food-grains, vegetables, meals, etc. It will also include	
	consumption through free collection, or consumption of mid-day meal. Imputation will be made at local retail	
	prices.]	_
	What is the expenditure on purchase of items like clothing, footwear, etc. during last 365 days (D): make	
	entry in whole number of rupees	_
	What is the expenditure on purchase of household durables like bedstead, furniture, vehicles, TV, fridge,	
	fans, cooler, AC, mobile, computer, kitchen equipment, etc. during last 365 days (E): make entry in whole	
	number of rupees	_
	usual monthly household consumer expenditure: $[A + B + C + (D+E)/12]$	_
	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 orcoal-06, gobar gas-07, other	
	biogas -08, charcoal-10, electricity(incl. generated by solar or wind power generators) -11, no cooking	
	primary source of energy for lighting during last 30 days preceding the date of survey [codes: electricity incl.]	_
,		
2.	generated by solar or wind power generators -1, kerosene-2, other oil -3, gas-4, candle-5, no lighting arrangement-6, others-9]	
	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	
	type of sweeping of floor considering major source during last 30 days preceding the date of survey	_
٠.	[mechanical by household members-1, manual by household members-2, by outsourcing-3]	
	dwelling unit (owned-1, hired-2, no dwelling unit-3, others-9)	_
	if 1, 2 or, 9 in item 15, type of structure of the dwelling unit (kutcha-1, semi pucca-2, pucca-3)	_
'. '.	is there any member in the household aged 5 years and above who needs special care? (yes-1, no-2)	_
·	if 1 in item 17, is there any care giver available among the household members for caring the person(s)?	_
	y = = ., die e die gere di diane di die nonsellotta membelo joi etting the person(s).	

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 to 9.

[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.	serial number of the informant (record codes as follows)	
	if informant is a member of the household:	
	srl. no. as in col. 1 of Block 3	
	if informant is not a member of the household but closely associated with the household 990	
	if information cannot be collected 999	
4.	if entry is 990 in item 3, gender of the informant (male-1, female-2, transgender-3)	
5.	day of week	
	(code: Monday - 1, Tuesday - 2, Wednesday - 3, Thursday - 4, Friday - 5, Saturday -	
	6, Sunday – 7)	
6.	type of the day	
	(code: normal day – 1, other day-2)	
7.	response code	
	(code: cooperative – 1, non-cooperative – 2)	

[6] particulars of activities 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

srl. no. (as in item. 1, bl. 5)	age (years) (as in item 2, bl. 5)	srl. no. of acti- vities	from 4:00 AM on the day before the date of interview	24- hour format to 4:00 AM on the day of the interview	whether performed multiple activity in the time slot (yes-1 no-2)	if 1 in col. 6, whether simultaneous activity (yes- 1, no- 2)	description of the activity (at most 3 activities for each 30 minutes time slot)	whether a major activity or minor activity (major-1/minor - 2)	3-digit activity code of TUS classification of activities	where the activity was performed? (code)	unpaid/ paid status of the activity (code)	if any of 07 to 18 in col. 12, enterprise type (code)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
		1	4:00									
		2										
		3										
		4										
		5										
		6										
		7										
		8										
		9										
		10										
		11										
		12										
		12										

srl. no. (as in item. 1, bl. 5)	age (years) (as in item 2, bl. 5)	srl. no. of acti- vities		to 4:00 AM on the day of the interview	whether performed multiple activity in the time slot (yes-1 no-2)	if 1 in col. 6, whether simultaneous activity (yes- 1, no- 2)	description of the activity (at most 3 activities for each 30 minutes time slot)	whether a major activity or minor activity (major-1/minor - 2)	3-digit activity code of TUS classification of activities	where the activity was performed? (code)	unpaid/ paid status of the activity (code)	if any of 07 to 18 in col. 12, enterprise type (code)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
		13										

4:00

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 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] pa	rticulars 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)	N	ſΜ	YY	D	D	M	M	Y	Y
	(i) survey/ inspection											
	(ii) receipt											
	(iii) scrutiny											
3.	total time taken to canvass the schedule by the team of investigators (FI/JSO) (in minutes) [no decimal point]											
4.	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		
	(i) in Block 7 by the Field Investigator (FI) / Junior Statistical Officer (JSO)	
whether	(yes-1, no-2)	
schedule	(ii) in Block 8 by the supervisory officer(s) (yes-1, no-2)	
contains	(iii) anywhere in the Schedule by the Field Investigator (FI) / Junior Statistical	
remarks:	Officer (JSO) (yes-1, no-2)	
	(iv) anywhere in the Schedule by the supervisory officer(s) (yes-1, no-2)	