

RURAL	*
URBAN	

**GOVERNMENT OF INDIA
NATIONAL SAMPLE SURVEY ORGANISATION
SOCIO - ECONOMIC SURVEY**

CENTRAL	*
STATE	

**FIFTY-FIFTH ROUND (JULY 1999 - JUNE 2000)
SCHEDULE 2.0 : INFORMAL NON-AGRICULTURAL
ENTERPRISES**

[0] descriptive identification of sample enterprise	
state/u.t	ward/inv. unit/ UFS block
district	name of owner
tehsil/town*	name of informant
village name	name and address
serial no. of hamlet	

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

[1] identification of sample enterprise / establishment									
item no.	item	code			item no.	item	code		
1	round number	5	5		11	serial no. of sample village / block			
2	schedule number	0	2	0	12	enterprise visit number		1	
3	sample (central-1, state-2)				13	segment number (1 / 2)			
4	sector (rural - 1, urban - 2)				14	broad industry group (code)			
5	state - region				15	enterprise class (OAE-1, others -2)			
6	district code				16	serial no. of the enterprise			
7	stratum no.				17	response code			
8	sub - round				18	informant code			
9	sub - sample				19	survey code			
10	FOD sub-region				20	reason for substitution of original sample (code)			

codes for block 1

- item 14 : **broad industry group code:** manufacturing – 1; construction – 2; trade and repair services – 3; hotels and restaurants – 4; transport, storage and communication – 5; other service sector – 6
- item 17 : **response code** : informant co-operative and capable - 1, informant co-operative but not capable - 2, informant busy - 3, informant reluctant - 4, others - 9
- item 18 : **informant code** : owner – 1, manager – 2, others – 9
- item 19 : **survey code:** original enterprise surveyed - 1, substitute surveyed - 2, casualty - 3
- item 20 : **reason for substitution of original sample:** informant busy – 1, informant not available – 2, informant non-cooperative – 3, others – 9

CODES FOR BLOCK 2

item 3 : type of ownership			
proprietary (male)	1	partnership with members of the same household	3
proprietary(female)	2	partnership between members not all from the same household	4
item 5 : location of the enterprise			
<u>within</u> household premises	1	with fixed premises but without any structure	4
<i>outside household premises:</i>		mobile market	5
with fixed premises and with permanent structure	2	without fixed premises(street vendors) ...	6
with fixed premises and with temporary structure/kiosk/stall	3	construction site	7
items 10, 11 & 12 : act/authority of registration			
license issued by municipal corporation/panchayat/local body	01	development commissioner of handicrafts/handloom	08
partnership act	02	development commissioner of small scale industries	09
provident fund act	03	road transport act	10
shops and establishments act	04	motor vehicles act	11
sales tax act	05	hotels and restaurants act	12
state directorate of industries	06	money lenders act	13
khadi & village industries commission/board	07	others (<i>please mention the act in the space provided</i>)	19
items 13 & 14 : source/destination agency			
government	1	private individual / household	5
co-operative/ marketing society	2	no source agency	6
private enterprise	3	others	9
contractor / middleman	4		
item 15 : problems faced by the enterprise			
no specific problem	01	competition from larger units	07
shortage of capital	02	non-availability of labour	08
lack of lighting facilities	03	labour problems	09
problem of power-cut	04	raw materials/fuel not available or exorbitant price	10
lack of marketing / other infrastructural facilities	05	non- recovery of service charges / fees/ credit	11
local problems	06	others (<i>specify in the space provided</i>)	19
item 18 : type of contract			
working solely for enterprise/contractor.. mainly on contract but also for other customers	1	mainly for customers but also on contract solely for customers	3
customers	2		4
items 19 & 20 : equipment / raw materials supplied by			
self-procured	1	both	3
supplied by the master unit/contractor ...	2		

[2] particulars of operation and background information			
1	5-digit code as per NIC 1998		<input type="text"/>
	description of activity:		<input type="text"/>
2	nature of operation (perennial – 1, seasonal – 2, casual – 3)		<input type="text"/>
3	type of ownership (code)		<input type="text"/>
4	whether accounts maintained ? (yes-1, no-2)		<input type="text"/>
5	location of the enterprise (code)		<input type="text"/>
6	number of months operated during the last 365 days		<input type="text"/>
7	whether mixed activity? (yes – 1, no – 2)		<input type="text"/>
8	number of other economic activities taken up during the last 365 days		<input type="text"/>
9	registered under any act/authority? (yes-1, no-2)		<input type="text"/>
10	if 'yes' in item 9, registered under	code 1	<input type="text"/>
11		code 2	<input type="text"/>
12		code 3	<input type="text"/>
13	source agency for purchase of basic inputs (code)		<input type="text"/>
14	destination agency for sale of final product/service (code)		<input type="text"/>
15	problems faced in its operation (code)		<input type="text"/>
16	status of the enterprise over the last 3 years (expanding – 1, stagnant – 2, contracting – 3, not applicable – 9)		<input type="text"/>
17	working on contract basis? (yes-1, no-2)		<input type="text"/>
18	if 'yes' in item 17	type of contract(code)	<input type="text"/>
19		equipment supplied by (code)	<input type="text"/>
20		raw materials supplied by (code)	<input type="text"/>
21		design specified by contractor ? (yes–1, no – 2)	<input type="text"/>

[3] principal operating expenses (value in rupees – whole number)	
manufacturing activity	
raw materials consumed	last month
301.	
302.	
303.	
304. other raw materials	
305. purchase value of the goods sold in the same condition as purchased	
309. total (items 301 to 305)	

trading activity	
commodities purchased	last month
311.	
312.	
313.	
314. other commodities purchased	
319. total (items 311 to 314)	

construction activity (for contractors/sub-contractors)	
items consumed	last month
321.	
322.	
323. other items consumed	
324. service charges payable to other enterprises	
329. total (items 321 to 324)	

hotel and restaurant activity	
main items	last month
331. articles consumed for food & drink preparation	
332. purchase value of goods traded	
333. purchase of crockery, glassware, bedding and other consumables	
339. total (items 331 to 333)	

Transport, storage and communications activities	
main items	last month
341. petrol, diesel, lubricants, etc.	
342. tyres , tubes, batteries and retreading expenses	
343. repair and maintenance of transport equipment	
344. consumable stores used in the warehouse	
345. insurance charges	
346. call charges and rent payable to the government (STD booth)	
349. total (items 341 to 346)	

educational activity	
main items	last month
351. recurring expenses on laboratory, newspaper, etc.	
352. maintenance of furniture and fixtures	
359. total (items 351 to 352)	

medical and health activity	
main items	last month
361. diet of patients	
362. medicine, drugs and chemicals	
363. purchase of disposable therapeutic equipment	
364. machinery maintenance charges	
369. total (items 361 to 364)	

If some of the items have already been covered under specific activities in block 3, they should not be reported again in block 3.1.

Block 3.1 records the overall expenses for all service enterprises.

[3.1] other operating expenses : all activities (value in rupees - whole number)	
items	last month
371. electricity charges	
372. fuel and lubricant	
373. raw materials consumed for own construction of building, furniture and fixtures (including labour charges)	
minor repair and maintenance of	
374. building	
375. furniture and fixtures	
376. machinery	
377. transport equipment	
378. other fixed assets	
381. rent payable on machinery and equipment (other than land and building)	
382. contract, sub-contract and commission expenses	
383. travelling, freight and cartage (transport) expenses	
384. communication expenses (telephone, telegram, fax , postal, courier , e-mail, etc.)	
385. purchase of consumable stores, packing materials, etc.	
386. paper, printing and stationery expenses	
387. service charges for work done by other establishments (e.g., legal, audit, advertising and other accounting services; warehousing expenses etc.)	
388. licence fees, cess charged by local bodies, other local rates (excise duties and other indirect taxes are not to be included)	
391. other expenses	
399. total (items 371 to 391)	

[4] principal receipts (value in rupees – whole number)	
manufacturing activity	
products and by-products manufactured	last month
401.	
402.	
403.	
404. other products/ by-products	
405. sale value of the goods sold in the same condition as purchased	
409. sub-total (items 401 to 405)	
411. opening stock of semi-finished goods	
412. closing stock of semi-finished goods	
413. changes in stock of semi-finished goods (item 412 – item 411) put (-) sign in case of negative value	
419. total (item 409+item 413)	

trading activity	
commodities sold	last month
421.	
422.	
423.	
424. other commodities sold	
429. sub-total (items 421 to 424)	
431. opening stock of trading goods	
432. closing stock of trading goods	
433. changes in stock of trading goods (item 432 – item 431) put (-) sign in case of negative value	
439. total (item 429 +item 433)	
440. overall trade margin (in percentage - whole number)	

construction activity	
main items	last month
441. amount receivable from master contractor / owner	
442. service charges including commission (plumbers, masons, etc.)	
449. total (items 441 and 442)	

hotel and restaurant activity	
main items	last month
451. lodging charges and rent receivable for hiring out rooms and halls for functions, conferences	
452. receipts from sale of prepared food, refreshment and drinks	
453. receipts from trading of purchased food, refreshment and drinks	
454. receipts from catering services	
459. total (items 451 to 454)	

transport, storage and communications activities	
main items	last month
461. earnings from passenger traffic	
462. earnings from goods traffic	
463. storage charges	
464. charges receivable from customers (STD/courier/fax, etc.)	
469. total (items 461 to 464)	

educational activity	
main items	last month
471. tuition fees	
472. other fees (including transport fees, laboratory fees, examination fees, etc.)	
473. donations/ grants from individuals and institutions	
479. total (items 471 to 473)	

medical and health activity	
main items	last month
481. consultation fees and charges for medicines	
482. charges for operation theatre, cabin, pathological and radiological examination, diet, nursing, etc.	
483. donations/ grants from individuals and institutions	
489. total (items 481 to 483)	

If some of the items have already been covered under specific activities in block 4, they should not be reported again in block 4.1 .

Block 4.1 records the overall receipts for all service enterprises.

[4.1] other receipts : all activities (value in rupees – whole number)	
main items	last month
491. receipts from services provided to others including commission charges	
492. market value of own construction of building, furniture and fixtures	
493. value of consumption of goods /services produced or traded for own use of the owner or employees (at owner's cost)	
494. rent receivable on plant & machinery and other fixed assets	
495. funding / donations received (including recurring govt. grants)	
496. other receipts	
499. total (items 491 to 496)	

[5] calculation of gross value added (value in rupees - whole number)	
items	last month
501 total operating expenses: [items (309+319+329+339+349+359+369+399)]	
502 total receipts: [items(419+439+449+459+469+479+489+499)]	
509 gross value added (item 502 – item 501) put (-) sign in case of negative value	

[6] employment particulars of the enterprise during the reference month						
serial no.	type of worker	average number of workers				
		full time		part time		total (cols. 3 to 6)
		female	male	female	male	
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	working owner					
2	hired worker					
3	other worker / helper					
4	total (1 to 3)					

[7] compensation to workers during the reference month		
serial no.	type of emoluments	value (Rs)
(1)	(2)	(3)
1	salary / wages, allowances and other individual benefits (cash & kind)*	
2	imputed value of group benefits for the month @	
3	total emoluments (items 1 and 2)	

*includes bonus, retirement benefits etc. apportioned for the month

@ includes employer's contribution towards canteen, sports, insurance, etc.

[8] fixed assets owned and hired					
serial no.	type of assets	market value of assets (Rs) as on the date of survey		*net additions during last 365 days (Rs)	monthly rent on hired assets (Rs)
		owned	hired		
(1)	(2)	(3)	(4)	(5)	(6)
1	land and building				
2	plant and machinery				
3	transport equipment				
4	tools and other fixed assets				
5	total (1 to 4)				

***net additions to owned assets to be reported**

[9] loan outstanding as on the date of survey			
serial no.	source of loan	amount (Rs)	interest payable during the ref. month (Rs)
(1)	(2)	(3)	(4)
1	central and state level term lending institutions		
2	government (central, state, local bodies)		
3	public sector banks and other commercial banks		
4	co-operative banks and societies		
5	other institutional agencies		
6	money lenders		
7	business partner(s)		
8	suppliers / contractors		
9	friends and relatives		
10	others		
11	total (1 to 10)		

[10] factor incomes of the enterprise		
serial no.	item	monthly value (Rs)
1	emoluments (item 3, col.3 of block 7)	
2	rent payable (item 1, col.6 of block 8)	
3	interest payable (item 11, col. 4 of block 9)	
4	net surplus (including home consumption)	
5	total (1 to 4)	

[11] particulars of field operation												
sl. no.	particulars	investigator			assistant superintendent			superintendent				
(1)	(2)	(3)			(4)			(5)				
1	(i) employee's name (block letters)											
	(ii) employee's code											
2	total time taken to canvass sch. 2.0 (minutes)				x			x				
3	date(s) of											
	(i) survey / inspection											
	(ii) receipt	x										
	(iii) scrutiny	x										
	(iv) duplication				x			x				
	(v) despatch											
4	signature											

[12] remarks by investigator												

[13] comments by supervisory officer(s)												